



Cover Memorandum/Staff Report

File #: 23-194

Agenda Date: 3/6/2023

Item #: 6.K.2.

TO: Mayor and Commissioners
FROM: Samuel Metott, Director, Parks and Recreation
THROUGH: Terrence R. Moore, ICMA-CM
DATE: March 6, 2023

APPROVAL OF RESOLUTION NO. 44-23 TO AWARD AN AGREEMENT WITH FLORIDATOURS.COM FOR CHARTER BUS SERVICES FOR THE PARKS AND RECREATION DEPARTMENT - INITIAL THREE YEAR TERM
 COST \$517,320 (\$172,440 PER YEAR)

Recommended Action:

Motion to approve Resolution No. 44-23 to award an agreement with FloridaTours.com for the Parks and Recreation Department in the estimated initial three-year term amount of \$517,320 (\$172,440 per year) and authorize the City Manager to exercise renewal options, contingent upon appropriation of funds.

Background:

On October 11, 2022, the City of Delray Beach (City) advertised a Request for Proposal 2023-003 for Charter Bus Services.

One (1) bid was received from FloridaTours.com. After review of the bid, FloridaTours.com was deemed responsive and responsible and recommended for award. The term of the agreement will be for three (3) years with the option to review for an additional two (2), one-year periods.

This contract will provide charter bus services for our camps, programs, and athletic events. Should the City exercise the renewal options provided in the contract, the cumulative contract value is provided below:

Estimated Contract Value - Charter Bus Services		
Initial Term - Year 1	March 6, 2023 - March 5, 2024	\$ 172,440
Initial Term - Year 2	March 6, 2024 - March 5, 2025	\$ 172,440
Initial Term - Year 3	March 6, 2025 - March 5, 2026	\$ 172,440
Renewal Year 1	March 6, 2026 - March 5, 2027	\$ 172,440
Renewal Year 2	March 6, 2027 - March 5, 2028	\$ 172,440
	Total:	\$ 862,200

This motion is in accordance with Code of Ordinances Chapter 36 Commission Approval Required.

Attachments:

Legal Review Checklist
Resolution 44-23
Agreement

City Attorney Review:

Approved as to form and legal sufficiency.

Funding Source/Financial Impact:

\$30,500; 001-72-736-572.52-67; Youth Football
\$19,020; 115-72-731-572.34-90; Out of School
\$19,020; 001-72-731-572.34-90; Out of School
\$40,500; 115-72-736-572.49-90; Senior Club
\$35,000; 115-72-736-572.52-20; Delray Divas/Diamonds & Pearls

Timing of Request:

This is time sensitive so there is no interruption in programming and events.