



## Cover Memorandum/Staff Report

---

**File #:** 21-638

**Agenda Date:** 7/13/2021

**Item #:** 6.F.

---

**TO:** Mayor and Commissioners  
**FROM:** Samuel Metott, Director of Parks and Recreation  
**THROUGH:** Jennifer Alvarez, Interim City Manager  
**DATE:** July 13, 2021

APPROVAL TO INCREASE THE CONTRACT VALUE IN THE AMOUNT OF \$400,000 AND AUTHORIZE THE CITY MANAGER TO ISSUE A PURCHASE ORDER FOR ADDITIONAL PLAYGROUND EQUIPMENT

**Recommended Action:**

Motion to approve an increase to the contract value in the estimated amount of \$400,000 thru June 2, 2022, of which \$400,000 is budgeted for FY2021, to the contract value with REP Services, Inc. for various equipment and amenities for parks and playgrounds, and authorize the City Manager is issue a purchase order.

**Background:**

On February 9, 2021, the City entered into a Master Contractor/Services Agreement in the initial amount of \$179,000 to purchase various equipment and amenities for parks and playgrounds based on the same terms, conditions, and pricing provided under Solicitation No. 18/19-2 with Clay County. The initial amount requested was for two (2) specific projects at Anchor Park and Mike Machek Boy Scout Park and did not contemplate additional projects that may be necessary.

The Parks and Recreation Department intends to utilize this Agreement for additional improvements at various City parks and is thereby requesting an increase to this Contract.

This motion is in accordance with the Code of Ordinances Chapter 36, Commission Approval Required and Purchasing Policies, Accessing Contracts from Other Government Agencies and Not-for-Profit Organizations.

**City Attorney Review:**

Approved as to form and legal sufficiency.

**Funding Source/Financial Impact:**

117-72-772-572.63-30 Recreation Impact Fee; Capital Outlay Recreation

**Timing of Request:**

This request is not time sensitive.



## Cover Memorandum/Staff Report

File #: 21-048

Agenda Date: 2/9/2021

Item #: 6.1.3.

**TO:** Mayor and Commissioners  
**FROM:** Samuel R. Metott, C.P.R.E., Director of Parks & Recreation  
**THROUGH:** Jennifer Alvarez, Interim City Manager  
**DATE:** February 9, 2021

APPROVAL OF RESOLUTION NO. 32-21 TO AWARD AN AGREEMENT WITH REP SERVICES, INC., FOR EQUIPMENT FOR PARKS AND PLAYGROUNDS, UTILIZING CLAY COUNTY, FLORIDA AGREEMENT NO. RFP 18/19-2 - \$179,000

**Recommended Action:**

Motion to approve Resolution No. 32-21 to award an Agreement with REP Services, Inc. for the purchase of playground equipment, surfacing, shade structures and installation, in the estimated amount of \$179,000, utilizing Clay County, Florida Agreement No. RFP 18/19-2.

**Background:**

On May 28, 2019, the Clay County Board of Commissioners rendered its decision to award RFP No. 18/19-2 to multiple companies including REP Services, Inc. The contract is a three (3) year agreement effective June 3, 2019, with the option to renew for two (2) additional terms of (1) one-year.

The City has a need to purchase or replace equipment at Anchor Park and Mike Machek Boy Scout Park.

Utilizing the contracted pricing for this equipment will streamline the purchasing process and increase efficiency of operations. Additionally, a cost savings will also be realized by leveraging the volume discounted pricing offered in the agreement.

Anchor Park is located at 390 S. Ocean on west side of A1A. It has a small playground, picnic table, restrooms and is also home to Ocean Rescue Headquarters. The playground has exceeded its useful life and is in need of replacement. The new playground and shade structure meet all certifications and safety criteria.

Mike Machek Boy Scout Park is located at 413 Lake Ida Rd. and has a playground, picnic pavilion, picnic tables and restrooms. This is a heavily used park and is in need of a shade structure over the playground area.

Estimated Contract Value		
Anchor Park	Playground equipment	\$143,000
Mike Machek Boy Scout Prk	Shade Structure	\$36,000

<b>Total</b>		\$179,000
--------------	--	-----------

This motion is in accordance with the Code of Ordinances Chapter 36, Commission Approval Required and Purchasing Policies, Accessing Contracts from Other Government Agencies and Not-for-Profit Organizations.

**Attachments**

1. Agreement
2. Legal Review Checklist
3. RFP No. 18/19-2

**City Attorney Review:**

Approved as to form and legal sufficiency.

**Finance Department Review:**

Finance recommends approval.

**Funding Source:**

117-72-772-572.63-30	Recreation Impact Fee; Capital Outlay Recreation
----------------------	--

**Time of Request:**

This request is not time sensitive.