



## Cover Memorandum/Staff Report

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**File #:** 19-034

**Agenda Date:** 1/15/2019

**Item #:** 7.F.

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**TO:** Mayor and Commissioners  
**FROM:** Suzanne Fisher, Parks and Recreation Director  
**THROUGH:** Mark R. Lauzier, City Manager  
**DATE:** January 15, 2019

RESOLUTION NO. 30-19 AWARD OF A FIVE-YEAR AGREEMENT WITH OCEANSIDE BEACH SERVICES, INC. FOR BEACH EQUIPMENT RENTAL CONCESSIONS IN A CONTRACT AMOUNT NOT-TO-EXCEED AMOUNT OF \$2,055,000 (REVENUE).

**Recommended Action:**

Motion to award a five (5) year revenue Agreement with Oceanside Beach Services, Inc. for Beach Equipment Rental Concessions in the amount of \$2,055,000 (revenue).

**Background:**

On July 30, 2018, the City of Delray Beach (City) issued RFP No. 2018-046 for beach equipment rental concessions for the City's municipal beach. A pre-bid meeting was held on August 8, 2018 with two firms present. The solicitation was viewed by 31 suppliers on BidSync. One proposal was received from Oceanside Beach Services, Inc. After review and evaluation of the proposal, Oceanside Beach Services, Inc. has been deemed the responsive and responsible vendor recommended for award. This Agreement will allow the successful proposer to utilize the beach for the provision, operation, maintenance and management of beach equipment rentals. The term of the contract will be for five (5) years.

The scope of services to be provided by the recommended proposer is as follows (per scope noted in RFP 2018-046):

Provide high quality beach amenity rental services for the City's municipal beach.

Furnish all labor, beach equipment rentals, equipment set-up, maintenance of equipment, concession area, and supervision necessary to perform and maintain a first class, neat, safe, sanitary and professional operation.

\*City to select beach equipment from two options as noted in attached powerpoint.

The revenue guaranteed over the five-year contract term is \$2,055,000. This cumulative revenue total is 38% higher than the revenue generated over the term of the past 5-year contract (\$1,491,017) for beach equipment rental concessions.

This motion to award is in accordance with the City Code of Ordinances, Section 36.02 Requires Commission Approval.

**City Attorney Review:**

Approved as to form and legal sufficiency.

**Funding Source/Financial Impact:**

This is a revenue generating contract which will be reflected in budgetary account number 001-00-000-323-900.

The City of Delray Beach will receive the following guaranteed revenue with the award of the contract:

Year 1: \$405,000.

Year 2: \$405,000.

Year 3: \$415,000.

Year 4: \$415,000.

Year 5: \$415,000.

The previous contract for these services paid the following revenue to the City:

FY 17/18: \$369,560.

FY 16/17: \$335,964.

FY 15/16: \$305,422.

FY 14/15: \$227,656.

FY 13/14: \$252,415.

ATTACHMENT 1: RFP No. 2018-046

ATTACHMENT 2: Revenue Proposal

ATTACHMENT 3: RFP Tab Sheet

ATTACHMENT 4: RFP Scoring Sheet

ATTACHMENT 5: Legal Review Checklist

ATTACHMENT 6: Resolution No. 30-19

ATTACHMENT 7: OBS Agreement

ATTACHMENT 8: OBS Equipment