



## Legislation Text

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File #: 18-297, Version: 1

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**TO:** Mayor and Commissioners  
**FROM:** Suzanne Fisher, Director of Parks and Recreation  
**THROUGH:** Mark R. Lauzier, City Manager  
**DATE:** May 15, 2018

RESOLUTION NO. 65-18 - AWARD OF A FIVE YEAR AGREEMENT WITH UNDER BLUE WATERS FOR SURF CAMP IN A NOT-TO-EXCEED AMOUNT OF \$74,500 REVENUE

**Recommended Action:**

Motion to award a five (5) year Agreement with Under Blue Waters for Surf Camp Instruction and Surf Camp facilitation in the not-to-exceed amount of \$74,500 revenue and to authorize the City Manager to exercise any and all options to renew.

**Background:**

On March 15, 2018, Purchasing issued ITB No. 2018-039 for surf camp instructor and, two bids were received from Under Blue Waters and Waves Surf Academy, LLC. After review and evaluation of the proposals, Under Blue Waters has been deemed the responsive and responsible vendor recommended for award. The term of the contract will be effective from the award date through March 31, 2023 (5 years).

The scope of the services to be provided by the recommended proposer is as follows (per scope noted in ITB 2018-039):

1. Opportunity for children of all abilities to attend surf camps offering instruction
2. Qualified instructor(s) to provide year round surf camps
3. Maximum hours of land-based operations are from 8:00am - 3:00pm, with water instruction permitted between 9:00am and 2:30pm.
4. Operations are permitted seven days a week with the following exception of the 4th of July holiday. Surf camp will run from April 1, 2018 through March 31, 2023 (5-year term), and all specific camp dates must be approved in writing by the Director of Parks and Recreation no less than thirty (30) days prior to the requested camp date.
5. Furnish all necessary equipment to accommodate 20 - 40 campers, with a minimum of fifteen (15) surfboards with leashes (soft foam or hardboards). The Contractor shall provide personal flotation devices for all camp participants and all other safety equipment as required by the law and industry standard. All equipment must be stored off-site and transported to the site daily. A maximum of 40 campers/students per camp date may be on the beach at any one time. Of those 40 students, a maximum of 20 students per group may be in the water at any one time. Surfboards must be kept in a position on the beach, during camp operating hours, that does not obstruct public beach access. Camp shall not exclude the public from the beach in any way during its operating hours.
6. Furnish certified lifeguards for all times that the Camp is utilizing the premises and provide all first

aid supplies required in conjunction with the Camp. Surf Camp Contractor must provide a 1:8 lifeguard to camper ratio. Surf Instructors may be utilized as lifeguards so long as they possess American Red Cross Lifeguard Training and and CPR for the Professional Rescuer certification.

7. Contractors' employees providing instruction to the camp participants must pass a level 2 background check.

8. Furnish certified Instructors at a 1:8 ratio. Any time students are in the water at least one American Red Cross certified instructor must be present and supervising the class.

9. Instructors and Lifeguards must wear matching color specific rash guards with the name of the camp clearly posted at all times during camp operating hours. The minimum age for instructors is 18 years of age.

10. One tent, umbrella, or other form of sun protection apparatus to be located on the beach at the City-designated camp location.

11. Trash associated with the camp must be removed from the premises each day at the conclusion of camp.

12. Contractor shall provide to the City of Delray Beach a signed waiver to be provided by the City from each participant, or their legal guardian if under 18 years of age.

13. Contractor must provide an emergency response plan for the Surf Camp that will address the Camp's operations during emergency situations resulting from ocean conditions, weather or camper accidents.

14. Contractor must keep a fully charged and functioning cellular phone on the beach in a location where it can be immediately accessed in case of an emergency.

15. All camp fees shall be approved by the City of Delray Beach in writing.

16. One (1) camp sponsorship per each camp session must be reserved for a City of Delray Beach Parks and Recreation designated participant. This sponsorship will enable one camper to attend a session of camp free of charge.

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:**

001-00-000-347-218/Parks & Recreation Athletic Fees

This is a revenue based contract. The City of Delray Beach will receive the following guaranteed revenue with the award of this contract:

Year 1: \$11,500

Year 2: \$13,000

Year 3: \$15,000

Year 4: \$17,000

Year 5: \$18,000

The previous vendor that provided this service paid the following revenue to the City:

FY16/17: \$8,000

FY15/16: \$7,492

**Timing of Request:**

This is time sensitive, as Parks and Recreation would like to ensure surf camp services are available for Summer 2018.