

ADD ON

Meeting Date
September 3, 2015



AGENDA	
Section	Unfinished Business
Item No.	TV. 6.

BREVARD COUNTY BOARD OF COUNTY COMMISSIONERS
AGENDA REPORT

SUBJECT:	Request for Proposal, RE: Leasing of Brevard County Golf Courses – Districts 2 & 3 Fiscal Impact: There is no Fiscal Impact to the General Fund as a result of this action.
DEPT/OFFICE:	Community Services Group /Parks and Recreation Department
Requested Action:	

It is requested the Board of County Commissioners authorize the Parks and Recreation Department to solicit a Request for Proposals (RFP) for the Leasing of the County's three (3) Golf Courses – The Savannahs, The Habitat and Spessard Holland and defease remaining golf course debt through an internal loan as defined in Option 2.

Summary Explanation & Background:

In regular session on May 26, 2015, the Board of County Commissioners authorized the Parks and Recreation Department to release an RFP for the leasing of the County's three (3) Golf Courses - The Savannahs, The Habitat and Spessard Holland; approved the Selection Committee consisting of Commissioner Barfield, Venetta Valdengo, Assistant County Manager, Larry Wojociechowski, Parks Support Services Manager, Hector Lopez, Assistant Parks and Recreation Director, and Dr. Brenda Fettrow, District Vice President of Brevard County and Lake Nona YMCA; approved the Negotiation Committee consisting of Commissioner Infantini, Venetta Valdengo, Assistant County Manager and Jack Masson, Parks and Recreation Department Director; authorized the Department to enter into an agreement with the National Golf Foundation (NGF) for preparation of the RFP, identification of competent bidders, evaluation of submittals, and performance monitoring, with the Golf Advisory Board (GAB) working with NGF; and further authorized the RFP to come back to the Board before solicitation.

The objective of the RFP is to secure the services of a qualified Proposer, or Proposers, for a long-term contract (10 years) that will include a capital investment in the County's golf courses, by providing golf course management and operation which include:

- Continue to provide first class public golf facilities to all County courses and provide high quality, high value public golf experiences for the golfing public
- Maintain the day to day operation of all three (3) golf facilities at a level that meets or exceeds the standards that currently exist and offer a competitive fee structure that will encourage play
- Provide efficient and profitable golf courses that will benefit the citizens of Brevard County

The remaining debt from the Qualified Tax Exempt Obligation for The Savannahs (Series 2010) and The Habitat (Series 2009B) is a combined \$2.238M dollars and will be retired in FY 2019. In order to proceed the BoCC has the following 2 options:

1. Enter into a qualified Management/Lease Agreement. To comply with legal requirements, a management agreement would be necessary until the debt is retired, then a Lease will be negotiated. Available funding will be exhausted in September 2016; at that point, additional funding of an estimated \$200,000 per year during the management phase will be required for a new golf cart lease plus up to \$80,000 +/- per year for a potential deficit in operational revenues vs. expenses. This option will not provide capital improvements during the management phase. Modifications to the attached RFP would be needed.
2. Enter into a Lease Agreement as proposed in the attached RFP. Staff recommends early defeasance of the remaining debt that will allow the county to proceed with immediate leasing of golf operations and would not require additional general fund resources as required in Option 1. An internal loan will be utilized for the debt defeasance. The General Fund will continue to make the remaining payments.

Clerk to the Board Instructions:							
Exhibits Attached: RFP							
Contract /Agreement (If attached)	Reviewed by County Attorney	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	PR	<input type="checkbox"/>
County Manager	Assistant County Manager,	Jack Masson, Parks & Recreation Department Director jack.masson@brevardparks.com; 633-2046					
Stockton Whitten	Assistant County Manager, Venetta Valdengo	<i>Jack Masson</i>					

AGENDA REPORT

Summary Explanation & Background (page 2):

The draft RFP was prepared by the National Golf Foundation, Purchasing and Parks staff with review and input by the GAB, the County Attorney's Office and Risk Management. A draft RFP was presented to the GAB on June 18th and August 24th. The GAB approved the RFP and motioned to recommend an implementation date of January 2016 for the successful vendor.

Any revisions to the draft RFP would only be to the format and layout and not to the original scope and content approved by the Board.



Tammy Etheridge, Clerk to the Board, 400 South Street • P.O. Box 999, Titusville, Florida 32781-0999

Telephone: (321) 637-2001
Fax: (321) 264-6972

September 4, 2015

MEMORANDUM

TO: Jack Masson, Parks and Recreation Director

RE: Item IV.B., Request for Proposals (RFP) for Leasing of Brevard County Golf Courses

The Board of County Commissioners, in regular session on September 3, 2015, authorized you to solicit Request for Proposals (RFP) for the leasing of the County's three (3) Golf Courses, The Savannahs, The Habitat, and Spessard Holland; approved defeasance of remaining golf course debt through an internal loan as defined in Option 2, to enter into a lease agreement as proposed in the RFP, with staff recommending early defeasance of the remaining debt that will allow the County to proceed with immediate leasing of golf operations and would not require additional General Fund resources; an internal loan will be utilized for the debt defeasance; and the General Fund will continue to make the remaining payments.

Your continued cooperation is greatly appreciated.

Sincerely yours,

BOARD OF COUNTY COMMISSIONERS
SCOTT ELLIS, CLERK

Tammy Etheridge, Deputy Clerk

cc: Finance
Budget



Tammy Etheridge, Clerk to the Board, 400 South Street • P.O. Box 999, Titusville, Florida 32781-0999

Telephone: (321) 637-2001
Fax: (321) 264-6972

May 27, 2015

MEMORANDUM

TO: Jack Masson, Parks and Recreation Director

RE: Item II.B.3., Authorization to Issue Request for Proposals (RFP) for Leasing Spessard Holland, The Habitat, and The Savannahs Golf Courses; Authorization to Enter into Agreement with National Golf Foundation (NGF); and Approval of Selection and Negotiation Committees

The Board of County Commissioners, in regular session on May 26, 2015, authorized the Parks and Recreation Department to release an RFP to established companies for leasing of Spessard Holland, The Habitat, and The Savannahs Golf Courses; approved Selection Committee consisting of Commissioner Barfield, Venetta Valdengo, Assistant County Manager, Larry Wojciechowski, Parks Support Services Manager, Hector Lopez, Assistant Parks and Recreation Director, and Dr. Brenda Fettrow, District Vice President of Brevard County and Lake Nona YMCA; approved Negotiation Committee consisting of Commissioner Infantini, Venetta Valdengo, Assistant County Manager, and you; authorized the Parks and Recreation Department to enter into an agreement with the National Golf Foundation (NGF) for assistance in the preparation of the RFP, identification of competent bidders, evaluation of submittals, and performance monitoring, with the Golf Advisory Board working with the NGF; and authorized the RFP to come back to the Board before it goes out.

Your continued cooperation is greatly appreciated.

Sincerely yours,

BOARD OF COUNTY COMMISSIONERS
SCOTT ELLIS, CLERK

Tammy Etheridge

Tammy Etheridge, Deputy Clerk

cc: Committee Members
Finance
Budget