

Meeting Date
March 7, 2017



AGENDA	
Section	Consent
Item No.	II.B.1.

AGENDA REPORT
BREVARD COUNTY BOARD OF COUNTY COMMISSIONERS

SUBJECT:	Authorization to advertise Request for Proposals (RFP), RE: Operation of the Gymnasium at the Gibson Complex – District 1				
DEPT/OFFICE:	Community Services Group / Parks and Recreation Department				
Requested Action:	<p>It is requested the Board of County Commissioners approve:</p> <ul style="list-style-type: none"> • Advertisement of a Request for Proposal for operation of the Gymnasium at the Gibson Complex • Establish Selection and Negotiation Committees • Award contract to the most qualified proposal according to selection committee ranking • Authorize the Chairman to execute resulting negotiated agreement upon County Attorney and Risk Management approval. 				
Summary Explanation & Background:	<p>The Brevard County Parks and Recreation Department currently has a Recreation Partner agreement with Hope for North Brevard, Inc., (HNB) a Not for Profit Corporation, for non-exclusive use of the gymnasium at Gibson Complex located at 835 Sycamore Street, Titusville, FL 32780. HNB provides scheduled activities, classes, training, sporting events and other programs.</p> <p>Over the past fifteen (15) years or more several organizations have provided recreational services at this location including the Police Athletic League (PAL), HNB, the Boys & Girls Club of Brevard and other not for profit agencies. HNB has continued to partner with the Parks and Recreation Department through the use of agreements and facility use permits with compensation. The current agreement is effective through June 30, 2017.</p> <p>The intent of this solicitation is to receive proposals to procure the services of the most qualified Organization to provide scheduled activities, classes, training, sporting events, youth mentoring, crime prevention and other programs with the greatest benefit to the facility and the citizens of Brevard County.</p> <p>The North Brevard Commission on Parks and Recreation has discussed the RFP process at a regular scheduled meeting with no objection.</p> <p>In addition to authorizing advertisement for and acceptance of proposals, it is requested the Board approve Selection and Negotiation Committees as follows:</p> <p>Selection and Negotiation Committees: Venetta Valdengo, Assistant County Manager, or designee; Hector J. Lopez-Acevedo, Interim Parks and Recreation Director, or designee; Reverend Clay, or designee.</p> <p>Fiscal Impact: The fiscal impact to North Area Parks Operations budget will vary based on the proposed fee for the services that the agency offers in response to the RFP. It is possible that a proposer will propose a no-cost/fee to the County in their proposal.</p> <p>Contact: Hector J. Lopez-Acevedo, Interim Director, Parks and Recreation Department, 633-2046 X31; hector.lopez@brevardparks.com</p>				
Clerk to the Board Instructions:					
Exhibits Attached:	RFP				
Contract /Agreement (If attached):	Reviewed by County Attorney	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
County Manager	Assistant County Manager, Frank Abbate		Department Director / Extension		
Stockton Whitten	Assistant County Manager, Venetta Valdengo		Hector J. Lopez-Acevedo, Interim Department Director Parks and Recreation Department; 633-2046 X31		



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

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Tammy.Rowe@brevardclerk.us

March 8, 2017

M E M O R A N D U M

TO: Hector Lopez-Acevedo, Interim Parks and Recreation Director

RE: Item II.B.1., Permission to Advertise Request for Proposals (RFP) for Operation of the Gymnasium at the Gibson Complex

The Board of County Commissioners, in regular session on March 7, 2017, granted permission to advertise RFP for operation of the Gymnasium at the Gibson Complex; approved establishing a Selection and Negotiating Committee consisting of you or your designee, Venetta Valdengo, Assistant County Manager, or designee, and Reverend Clay, or designee; approved awarding contract to the most qualified proposal according to the Selection Committee ranking; and authorized the Chairman to execute resulting negotiated agreement upon County Attorney and Risk Management approval.

Your continued cooperation is always appreciated.

Sincerely,

BOARD OF COUNTY COMMISSIONERS
SCOTT ELLIS, CLERK

Tammy Rowe, Deputy Clerk

cc: Finance
Budget
Committee Members

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DEPT/OFFICE:	Community Services Group / Parks and Recreation Department

Requested Action:
 It is requested the Board of County Commissioners approve:

- Advertisement of a Request for Proposal for operation of the Gymnasium at the Gibson Complex
- Establish Selection and Negotiation Committees
- Award contract to the most qualified proposal according to selection committee ranking
- Authorize the Chairman to execute resulting negotiated agreement upon County Attorney and Risk Management approval.

Summary Explanation & Background:
 The Brevard County Parks and Recreation Department currently has a Recreation Partner agreement with Hope for North Brevard, Inc., (HNB) a Not for Profit Corporation, for non-exclusive use of the gymnasium at Gibson Complex located at 835 Sycamore Street, Titusville, FL 32780. HNB provides scheduled activities, classes, training, sporting events and other programs.

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The intent of this solicitation is to receive proposals to procure the services of the most qualified Organization to provide scheduled activities, classes, training, sporting events, youth mentoring, crime prevention and other programs with the greatest benefit to the facility and the citizens of Brevard County.

The North Brevard Commission on Parks and Recreation has discussed the RFP process at a regular scheduled meeting with no objection.

In addition to authorizing advertisement for and acceptance of proposals, it is requested the Board approve Selection and Negotiation Committees as follows:

Selection and Negotiation Committees: Venetta Valdengo, Assistant County Manager, or designee; Hector J. Lopez-Acevedo, Interim Parks and Recreation Director, or designee; Reverend Clay, or designee.

Fiscal Impact: The fiscal impact to North Area Parks Operations budget will vary based on the proposed fee for the services that the agency offers in response to the RFP. It is possible that a proposer will propose a no-cost/fee to the County in their proposal.

Contact: Hector J. Lopez-Acevedo, Interim Director, Parks and Recreation Department, 633-2046 X31; hector.lopez@brevardparks.com

Clerk to the Board Instructions:

Exhibits Attached: RFP

Contract /Agreement (If attached): Reviewed by County Attorney		Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	PR	<input type="checkbox"/>
County Manager		Assistant County Manager, Frank Abbate		Department Director / Extension			
Stockton Whitten		Assistant County Manager, Venetta Valdengo		Hector J. Lopez-Acevedo, Interim Department Director Parks and Recreation Department; 633-2046 X31			