

Information for Town Council Meeting on October 12, 2021

TO: Mayor and Town Council

VIA: Kirk W. Blouin, Town Manager

VIA: Jane Le Clainche, CPA, Director of Finance

FROM: Dean Mealy, II CPPO Town Purchasing Manager

RE: Resolution Approving the Award of Bid No. 2021-21, Tennis Court Maintenance to Professional Tennis Court Services in the Annual Amount of \$45,600, Plus an Annual Contingency of \$6,800 and Establish a Five Year Award Based on Satisfactory Performance and Budget Authorization in the Amount of \$262,000, **Resolution No. 123-2021**

DATE: 24 September 2021

STAFF RECOMMENDATION

Staff recommends Town Council approval of Resolution No. 123-2021, approving the Award of Bid No. 2021-21, Tennis Court Maintenance to Professional Tennis Court Services in the annual amount of \$45,600, plus an annual contingency of \$6,800 and establish a five year award based on Satisfactory Performance and Budget Authorization in the Amount of \$262,000.

SUMMARY EXPLANATION/BACKGROUND

The condition of the playing surface on clay tennis courts is paramount to the sport experience. Residents and customers have come to expect the very best playing conditions at both Seaview Park and Phipps Ocean Park tennis centers. A qualified and experienced company was procured in order to provide proper daily maintenance to the thirteen Hydro Grid tennis courts in order to ensure the highest standards of playability and safety.

PROCUREMENT METHODOLOGY

Town Purchasing issued Bid No. 2021-21 for Tennis Court Maintenance on August 11th. The Town invited six firms to participate. In addition, the Bid was advertised nationally to forty-two firms.

The Town received only one submittal from Professional Tennis Court Services. Town Purchasing conducted due diligence in review of background references as well as any State of Florida active licensing.

FISCAL IMPACT/FUNDING SOURCE

The funding will for this program is from the Tennis Operating Budget.

USER DEPARTMENT CONCURRENCE

The Recreation Department is in full concurrence with this recommendation.

TOWN ATTORNEY REVIEW

This format has been utilized by the Town in previous recommendations and was approved by the Town Attorney.

CC: Carolyn Stone, Assistant Town Manager
Mark D. Bresnahan, Director, Recreation
Rod Gardiner, Assistant Director of Recreation
Duke Basha, Assistant Purchasing Manager