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COMMISSION MEMORANDUM

TO: Mayor Matti Herrera Bower and Members of the City Commission

FROM: Jorge M. Gonzalez, City Manager

DATE: July 13, 2011

SUBJECT: **REFERRAL TO THE FINANCE AND CITYWIDE PROJECTS COMMITTEE A DISCUSSION PERTAINING TO THE ISSUANCE OF THE REQUEST FOR PROPOSALS (RFP) FOR THE COMPREHENSIVE PROFESSIONAL TENNIS MANAGEMENT AND OPERATIONS SERVICES AT THE CITY'S FLAMINGO PARK AND NORTH SHORE PARK TENNIS CENTERS**

ADMINISTRATION RECOMMENDATION

Refer the matter to the Finance and Citywide Projects Committee for discussion.

BACKGROUND

The current agreement with Greensquare Inc., for the management and operations of the City's tennis centers is due to expire in April, 2012. It has been the Administration's intention to issue a Request For Proposals (RFP) in a timely manner to avoid any break in quality operations or services to the City's tennis-playing residents and guests.

The RFP is intended to secure a qualified professional management company for the operation of these public tennis facilities, to include the operation of the tennis courts; pro shop; a food and beverage concession; and other tennis-related operations as approved by the City. Services also include those customarily associated with the operation of a public tennis center, including permitted special events related to the tennis center activities.

The final price and terms for the contracts would be negotiated after the City Commission approves authorization to negotiate with the selected entity. The new management agreement is expected to be for a three (3) year term, with two (2) one-year renewal options at the City's option.

The issue at this time has to do with the timing of the issuance of this RFP, taking into consideration that the Flamingo Park Tennis Center will be soon be under complete reconstruction.

In fact, Commission action is being requested on July 13, 2011 for the Administration to proceed with the actions necessary to secure the construction company to provide the GMP pre-construction and construction services for the Flamingo Park Tennis Center project. As it is planned, the Flamingo Park Tennis Center will remain open for play throughout the construction of the new facility. The construction will be phased to enable a temporary pro shop and a number of tennis courts to be available until the new facility is ready.

Agenda Item C4D

Date 7-13-11

The Administration requests that a discussion be held to determine if it is logical to issue the RFP at this time and have the selected tennis management company in position to begin operations in April of 2012 when the current agreement expires, or whether it is a better option for the City and our tennis-playing residents and guests for the City to extend the current agreement with Greensquare on a month-to-month basis until such time as the new Flamingo Park Tennis Center is nearing completion, and coordinate the issuance of the RFP in a manner to have the selected operator in place to coincide with the grand opening of the new facility.

CONCLUSION

The Administration recommends that the Mayor and the City Commission refer the matter to the Finance and Citywide Projects Committee for discussion.

JMG/HMF/KS

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