

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS

AGENDA ITEM SUMMARY

Meeting Date: July 22, 2008

☒ Consent
☐ Ordinance

☐ Regular
☐ Public Hearing

Department: Parks and Recreation

Submitted By: Parks and Recreation Department

Submitted For: Parks and Recreation Department

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to approve: A) the first extension to the Concessionaire Service Agreement (R2007-1153) with Vending Americas, Inc., to provide vending machine services at Parks and Recreation facilities located in the north and west regions for the period July 11, 2008, through July 10, 2009; and B) the first extension to the Concessionaire Service Agreement (R2007-1154) with Sunshine Beverage and Snack, LLC, to provide vending machine services at Parks and Recreation facilities located in the south region for the period July 11, 2008, through July 10, 2009.

Summary: On July 10, 2007, the Board approved Concessionaire Service Agreements with Vending Americas, Inc. and Sunshine Beverage and Snack, LLC. The original Agreements provided for an initial one (1) year term, which expired on July 10, 2008, with four (4) one (1) year renewal options. This amendment renews the Agreements for the first option period of July 11, 2008, through June 10, 2009, and increases the machine fee amounts by 4% that the vendors will pay to the County for the periods July 11, 2008 through July 10, 2009. All other terms of the contract remain the same. Countywide (AH)

Background and Justification: The Parks and Recreation Department provides park patrons and employees the opportunity to purchase beverages and snack items from vending machines located on park property. In accordance with Countywide PPM CW O-032, procurement of vending machine services is exempt from the Purchasing Code. Accordingly, the Director of Facilities Management and Operations delegated the responsibility to competitively procure vending machine services through a Request for Proposal to the Parks and Recreation Department. The two vendors selected have provided vending machine services for the last year and based on the satisfactory level of services provided, staff recommends exercising the first extension of each Agreement to provide for one additional year of continued service. Three (3) additional extension options remain on both Agreements.

Attachments:

1. First Extension to the Concessionaire Service Agreement
2. First Extension to the Concessionaire Service Agreement

Recommended by: _____

Department Director

7/9/08
Date

Approved by: _____

Assistant County Administrator

7-14-08
Date

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2008	2009	2010	2011	2012
Capital Expenditures	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
Operating Costs	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
External Revenues	<u>(4,446)</u>	<u>(17,962)</u>	<u>(18,680)</u>	<u>(19,428)</u>	<u>(14,092)</u>
Program Income (County)	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
In-Kind Match (County)	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
NET FISCAL IMPACT	<u>(4,446)</u>	<u>(17,962)</u>	<u>(18,680)</u>	<u>(19,428)</u>	<u>(14,092)</u>
# ADDITIONAL FTE					
POSITIONS (Cumulative)	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>

Is Item Included in Current Budget? Yes X No
Budget Account No.: Fund 0001 Department 580 Unit 5110
Revenue Source 4461 Program N/A

B. Recommended Sources of Funds/Summary of Fiscal Impact:

Concessionaire	FY2008	FY2009	FY2010	FY2011	FY2012
Vending Americas, Inc.	\$3,744	\$15,126	\$15,731	\$16,360	\$12,635
Sunshine Beverage and Snack, LLC	\$702	\$2,836	\$2,949	\$3,068	\$2,369
Totals	\$4,446	\$17,962	\$18,680	\$19,428	\$15,004

C. Departmental Fiscal Review: ckopelakis

III. REVIEW COMMENTS

A. OFMB Fiscal and/or Contract Development and Control Comments:

[Signature] 7.8.08
 OFMB 88 7/8/08
 ON 7/11/08
 SW 7/11/08
 [Signature] 7/18/08
 Contract Development and Control
 [Signature] 7/10/08
 This item complies with current County policies.

B. Legal Sufficiency:

Arme Delgant 7/14/08
Assistant County Attorney

C. Other Department Review:

Department Director

REVISED 10/95
ADM FORM 01

This summary is not to be used as a basis for payment

July , 2008

Certified Mail/
Return Receipt Requested

Vending Americas, Inc.
Mr. Hoyt English
7305 Garden Road
Riviera Beach, Florida 33404

Re: Notice to Extend Concessionaire Service Agreement (R2007-1153) dated
July 10, 2007 and increase the Monthly Machine Fee.

Dear Mr. English:

The purpose of this letter is to provide notice pursuant to Section 1.03 of the above referenced Concessionaire Service Agreement ("Agreement") that Palm Beach County is approving Concessionaire's option to renew the Agreement for a term of one (1) year. This is the first of four (4), one (1) year renewal periods allowed under the Agreement. Exercising this renewal option will extend the Agreement for one (1) year, from July 11, 2008 through July 10, 2009, with the option to renew for three (3) more successive one (1) year periods, upon written approval by Palm Beach County.

Additionally, the Monthly Machine Fee required in Section 2.01 of the Agreement has been adjusted to \$83.20 which is 104% of the original Monthly Machine Fee, as required by Section 2.02 of the Agreement.

All other terms and conditions of the Agreement shall remain the same.

ATTEST:
SHARON R. BOCK
CLERK & COMPTROLLER

PALM BEACH COUNTY,
FLORIDA, BY ITS BOARD
OF COUNTY COMMISSIONERS

By: _____
Deputy Clerk

By: _____
Commissioner Addie L. Greene,
Chairperson

APPROVED AS TO FORM
AND LEGAL SUFFICIENCY

APPROVED AS TO TERMS AND
CONDITIONS

By: _____
Assistant County Attorney

By:  _____
Department Director

July , 2008

Certified Mail/
Return Receipt Requested

Sunshine Beverage and Snack, LLC
Ms. Katherine Soderberg
286 E. Coral Trace Circle
Delray Beach, Florida 33445

Re: Notice to Extend Concessionaire Service Agreement (R2007-1154) dated
July 10, 2007 and increase the Monthly Machine Fee.

Dear Ms. Soderberg:

The purpose of this letter is to provide notice pursuant to Section 1.03 of the above referenced Concessionaire Service Agreement ("Agreement") that Palm Beach County is approving Concessionaire's option to renew the Agreement for a term of one (1) year. This is the first of four (4), one (1) year renewal periods allowed under the Agreement. Exercising this renewal option will extend the Agreement for one (1) year, from July 11, 2008 through July 10, 2009, with the option to renew for three (3) more successive one (1) year periods, upon written approval by Palm Beach County.

Additionally, the Monthly Machine Fee required in Section 2.01 of the Agreement has been adjusted to \$26 which is 104% of the original Monthly Machine Fee, as required by Section 2.02 of the Agreement.

All other terms and conditions of the Agreement shall remain the same.

ATTEST:

SHARON R. BOCK
CLERK & COMPTROLLER

PALM BEACH COUNTY,
FLORIDA, BY ITS BOARD
OF COUNTY COMMISSIONERS

By: _____
Deputy Clerk

By: _____
Commissioner Addie L. Greene,
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APPROVED AS TO FORM
AND LEGAL SUFFICIENCY

APPROVED AS TO TERMS AND
CONDITIONS

By: _____
Assistant County Attorney

By: 
Department Director