

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS

AGENDA ITEM SUMMARY

Meeting Date: August 25, 2020

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 receive and file: the first extension to the Vending Service Agreement (R2019-1194) dated August 20, 2019, with the Florida State Department of Education, Division of Blind Services, for the continued operation to provide vending machine services at Palm Beach County Parks and Recreation facilities for the period August 20, 2020 through August 19, 2021.

Summary: On August 20, 2019, the Board approved the Vending Service Agreement with the State of Florida Department of Education Division of Blind Services. The original Agreement provided for an initial one (1) year term, which expires on August 19, 2020, with four (4) successive one (1) year periods. The Agreement also authorized the Department Director to provide written approval for renewal options. The first option will extend the term of the Agreement for one (1) year, from August 20, 2020 through August 19, 2021. The Division of Blind Services will pay the County a 10% commission on gross profit for all Parks public vending machine sales with the exception of vending machines identified as Palm Beach County Parks' employee vending machines. All other terms and conditions of the Agreement remain the same. Countywide (AH)

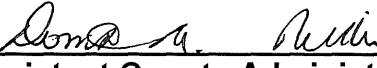
Background and Justification: In accordance with Countywide PPM CW-F-039, the Parks and Recreation Department may form agreements with non-profit organizations to locate vending machines on County property. The original Agreement provided for an initial one (1) year term, which expires on August 19, 2020, with four (4) successive one (1) year periods. The exercise of this first option will extend the term of the Agreement for one (1) year, from August 20, 2020 through August 19, 2021. The Division of Blind Services will pay the County a 10% commission on gross profit for all Parks public vending machine sales with the exception of vending machines identified as Palm Beach County Parks' employee vending machines. Three (3) additional extension options remain on the Agreement.

Attachments:

1. First Renewal Letter dated June 5, 2020
2. Letter dated June 2, 2020, from Florida Department of Education

Recommended by: 
Department Director

8-3-20
Date

Approved by: 
Assistant County Administrator

8/13/2020
Date

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2020	2021	2022	2023	2024
Capital Expenditures	_____	_____	_____	_____	_____
Operating Costs	_____	_____	_____	_____	_____
External Revenues	<u>(350)</u>	<u>(4,650)</u>	_____	_____	_____
Program Income (County)	_____	_____	_____	_____	_____
In-Kind Match (County)	_____	_____	_____	_____	_____
NET FISCAL IMPACT	<u><u>(350)</u></u>	<u><u>(4,650)</u></u>	<u><u>-0-</u></u>	<u><u>-0-</u></u>	<u><u>-0-</u></u>
# ADDITIONAL FTE POSITIONS (Cumulative)	_____	_____	_____	_____	_____
Is Item Included in Current Budget:		Yes	<u>X</u>	No	_____
Does this item include use of federal funds?		Yes	_____	No	<u>X</u>

Budget Account No.: Fund 0001 Department 580 Unit 5111
 Revenue 4461 Program N/A

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

Concessions Food & Beverage 0001-580-5111-4461 (5,000)

*Estimated net revenue for this agreement is \$5,000.

C. Departmental Fiscal Review: Beverly Thompson 7/29/2020

III. REVIEW COMMENTS

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

Lisa Pa 8/4/2020
 OFMB 8/3/20

J. J. Jaworski 8/10/2020
 Contract Development & Control
8-10-20 TW

B. Legal Sufficiency:

Anne Delgado 8-13-2020
 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



**Parks and Recreation
Department**

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Lake Worth, FL 33461
(561) 966-6600

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www.pbcparcs.com

PALM BEACH COUNTY



PARKS & RECREATION

**Palm Beach County
Board of County
Commissioners**

Dave Kerner, Mayor

Robert S. Weinroth, Vice Mayor

Hal R. Valeche

Gregg K. Weiss

Mary Lou Berger

Melissa McKinlay

Mack Bernard

County Administrator

Verdenia C. Baker

*"An Equal Opportunity
Affirmative Action Employer"*

Official Electronic Letterhead

June 5, 2020

Mr. Bill Findley, Bureau Chief
Business Enterprise
Division of Blind Services
325 West Gaines Street, Room 1114
Tallahassee, FL 32399-0400

Re: Renewal of Vending Services Agreement

Dear Mr. Findley,

I am pleased to notify you that we are approving your request for extension of the of the Vending Services Agreement (R2019-1194) dated August 20, 2019, between Palm Beach County and the State of Florida, Department of Education, Division of Blind Services for another year. This is the first (1st) of four (4) possible extensions under the same terms and conditions.

Our partnership with the Division of Blind Services continues to provide positive experience and effective services for our patrons and personnel. We look forward to working with your staff in the coming year.

Sincerely,

A handwritten signature in cursive script, appearing to read "Eric M. Call".

Eric M. Call, Director
Parks and Recreation Department

CC: Rebecca Schnirman, Director Financial & Support Services
Paul Connell, Director Special Facilities Division



Andy Tuck, *Chair*
Marva Johnson, *Vice Chair*
Members
Ben Gibson
Tom Grady
Michael Olenick
Ryan Petty
Joe York

June 2, 2020

Mr. Paul Connell
Director of Special Facilities
Parks & Recreation Department
John Prince Park
2700 6th Avenue South
Lake Worth, FL 33461

RE: Vending Service Agreement R2019 1194 Renewal

Dear Mr. Connell:

Please accept this letter exercising an annual renewal for the Vending Service Agreement (R2019-1194) between Palm Beach County and the State of Florida Department of Education, Division of Blind Services per Section 1.03. The renewal period will begin August 20, 2020 and continue through August 19, 2021.

It has been a pleasure working with you over the last year. We look forward to another successful year providing vending services to the Palm Beach County Parks & Recreation Department.

Sincerely,

William J. Findley
Bureau Chief
Bureau of Business Enterprise

WJF/meh
cc: Palm Beach County Attorney

ROBERT L. DOYLE, III
DIRECTOR
Division of Blind Services