

# CITY OF OCALA

## CITY COUNCIL REPORT

Council Meeting Date: 02/04/20

Subject: RFP# REC/190417 Fort King Tennis Center Management Services

Submitted By: Kathy Crile

Department: Recreation and Parks

**STAFF RECOMMENDATION** (Motion Ready): Approve Agenda Item (ID # 14224) a five-year agreement with Jason Weiss Ventures, Inc. for management of the Fort King Tennis Center with annual city maintenance costs of \$8,550

**OCALA'S RELEVANT STRATEGIC GOALS:** Fiscally Sustainable

**PROOF OF PUBLICATION:** RFP released to public on 7/8/2019

### BACKGROUND:

The City first contracted management of the Fort King Tennis Center (FTKC) in 2009 through a competitive process and has continued to contract it out since. The current contract will expire on June 30, 2020.

### FINDINGS AND CONCLUSIONS:

- On July 8, 2019, the Procurement Department issued RFP# REC/190417 for Fort King Tennis Center Management Services.
- Three submittals were received on August 13, 2019. Proposals were reviewed by the selection committee on August 23, 2019.
- Presentations from all three firms were held on September 12, 2019, and the selection committee made a final ranking of proposals.
- Jason Weiss Ventures, Inc received the highest ranking.
- During negotiations, staff received input from tennis players and members at the FKTC. The negotiated agreement with Jason Weiss Ventures, Inc. balances the desires of the tennis community with the fiscal restraints of a municipal tennis facility.
- The agreement is for a five-year initial term, with one five-year renewal upon the mutual written consent of both parties.
- Staff recommends awarding the contract to Jason Weiss Ventures, Inc.

### Request For Proposal Results:

| Vendor  | Location    | Final Score | Final Ranking |
|---|-------------|-------------|---------------|
| Jason Weiss Ventures, Inc                           | Ocala, FL   | 80          | 1             |
| United States Tennis Association of FL Section, Inc | Orlando, FL | 71.67       | 2             |
| Roy Miller Tennis                                   | Ocala, FL   | 56          | 3             |

- Per the agreement, the vendor shall:
  - Manage and maintain the Fort King Tennis Center in accordance to the standards outlined in the agreement including provision of tennis programming, private and group lessons, clinics, league play, and tournaments at FKTC; and, coordinate with the Recreation and Parks Department to provide introductory tennis programs at courts in the parks.
  - Be responsible for all costs associated with the operations of the Fort King Tennis Center

- including labor, supplies, equipment and utilities except as noted below.
  - Retain all revenues derived from operations of the FKTC, except that any revenue derived from memberships over 190 memberships will be shared with the City 50/50.
  - Coordinate with the City on setting and/or changing any operating policies and fee schedules.
- Per the agreement, the City shall:
  - Be responsible for capital costs associated with the assets including the roof, AC, courts, parking lot and other general services provided under the city facilities maintenance operations that exceed \$2,500 per occurrence.
  - Provide inmate labor to assist with annual top dressing when scheduled.
  - Provide grounds maintenance services inside and outside of the fenced area (not including court maintenance).
  - Maintain the city-owned court maintenance cart.
  - Provide additional court material (Har Tru Green Clay) needed to maintain quality playing conditions after the vendor has met his limit and not to exceed 34,000 pounds per year.

The agreement for tennis center management services ensures the Fort King Tennis Center is operated as a high quality tennis facility by professional tennis staff who will continue to enhance and grow the game of tennis in Ocala and Marion County.

#### **FISCAL IMPACT:**

Contract management of the FKTC results in substantial savings to the City. When the City first contracted out tennis operations, the net savings was over \$90,000 a year. Staff has negotiated a contract that continues to balance the costs associated with a high quality facility with the restraints of the budget.

The Fort King Tennis Center nets approximately \$8,000 in operating profits per year. The total revenue is \$276,000 and expense is \$268,000. The vendor retains all revenues, except membership revenues over 190 memberships will be shared with the City 50/50. There are currently 153 memberships.

As with other City facilities operated by outside contractors, the City continues to be responsible for capital upkeep of the assets. In addition, the City is responsible for routine maintenance of the grounds estimated at \$1,550 annually (001-021-120-572-57-34010); and sharing a portion of the cost for court resurfacing material estimated at \$7,000 annually (001-021-120-572-57-46010).

#### **PROCUREMENT REVIEW:**

This solicitation has been reviewed and approved for compliance with the City's procurement policies.

#### **LEGAL REVIEW:**

The agreement has been reviewed and approved for form and legality by Assistant City Attorney, Robert W. Batsel, Jr.

#### **ALTERNATIVE:**

Amend, Deny, Table

#### **SUPPORT MATERIALS:**

Bid Tab, Final, 9,12,19 (PDF)

CONTRACT - Jason Weiss Ventures, Inc. (PDF)

Tennis Contract Vendor Signed - Jason Weiss Ventures, Inc. (PDF)