



THE CITY OF KEY WEST

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MEMORANDUM

TO: Jim Scholl, City Manager

FROM: Greg Veliz, Community Services Director

VIA: David Fernandez, Assistant City Manager- Operations
Mark Finigan, Assistant City Manager- Administration

DATE: January 18, 2012

SUBJECT: Concession Agreement Tennis Professional Services

ACTION STATEMENT: Resolution approving the concession agreement between the City of Key West and Island City Tennis for Tennis Professional Services

BACKGROUND: Resolution No. 11-246, dated September 7, 2011, authorized City staff to commence contract negotiations with the highest ranked firm in response to Request for Proposal #006-11 Tennis Professional Services.

PURPOSE & JUSTIFICATION: The City recognizes the need for quality tennis professional services to provide instruction and maintenance at the Bayview Park tennis pro shop and courts.

OPTIONS:

1. City Commission can approve the concession agreement between the City of Key West and Island City Tennis for Tennis Professional Services.
2. City Commission can disapprove the concession agreement between the City of Key West and Island City Tennis for Tennis Professional Services. Commission could then direct staff to negotiate with the next highest ranked firm.

FINANCIAL IMPACT: As per the concession agreement, the concessionee shall pay to the City the amount of \$500 per month, or ten percent (10%) of the gross amount derived from private lessons and retail sales, whichever is greater, plus applicable sales tax.

In consideration for services rendered by Concessionee pursuant to the aforementioned concession agreement, City shall pay to Concessionee the amount of \$758.33 per month (\$9,099.96 annually). This fee would be accessed from the 001-7201-572-34.

Key to the Caribbean – Average yearly temperature 77° F.

The FY 11-12 budget provided \$650 monthly (\$7,800 annually) for tennis professional services. At the anticipated time of execution of this concession agreement, only 8 months remain in the fiscal year. A shortfall of \$866.64 will be offset from operating supplies.

RECOMMENDATION: Staff recommends approval of Option #1.