

**BOARD OF COUNTY COMMISSIONERS
AGENDA ITEM SUMMARY**

MEETING DATE: May 16, 2007

DIVISION: Public Works

BULK ITEM: Yes x No

DEPARTMENT: Unincorporated Parks & Beaches

AGENDA ITEM WORDING: Approval to waive technicalities, award bid, and enter into a management agreement with the YMCA of Greater Miami for management of the Key Largo Community Park and Skate Park.

ITEM BACKGROUND: The YMCA has been managing programs and activities at the Key Largo Community Park since May, 2000. They are the sole respondent to the County's RFP opened on April 25, 2007, and though they submitted the required forms, they were not notarized.

PREVIOUS RELEVANT BOCC ACTION: The YMCA has been operating the Key Largo Community Park since May, 2000. The current agreement was approved on April 16, 2003, renewed on May 19, 2004, and May 18, 2005, amended on March 15, 2006, to add the Skate Park, and extended on a month-to-month basis on June 21, 2006.

CONTRACT/AGREEMENT CHANGES: New five year agreement commencing May 16, 2007.

STAFF RECOMMENDATION: Approval as stated above.

TOTAL COST: \$85,500/yr.

BUDGETED: Yes: x No:
Account 147-20503-530340

COST TO COUNTY: Same

SOURCE OF FUNDS: Ad valorem

REVENUE GENERATED: Yes No x MONTH \$ YEAR \$

APPROVED BY: County Atty.: OMB/Purchasing: Risk Management:

DOCUMENTATION: INCLUDED: NOT REQUIRED:

DISPOSITION: AGENDA ITEM #:

MEMORANDUM

TO: Dent Pierce, Director
Public Works Division

FROM: Beth Leto, Asst. Director
Public Works Division

DATE: April 30, 2007

RE: Agenda Submission Memo – Award Bid for Management
Agreement for Key Largo Community Park/Skate Park

The attached BOCC agenda item is to recommend that the Board waive technicalities and award the management agreement for Key Largo Community Park and Skate Park to the YMCA of Greater Miami.

The YMCA has been managing and directing activities at the Key Largo Park since May, 2000. They are the sole respondent to the County's recent RFP opened on April 25, 2007. Though the YMCA submitted the forms required by the RFP (Lobbying and Conflict of Interest Clause, Non-Collusion Affidavit, and Drug Free Workplace) they failed to have them notarized; staff requests that the Board waive this technicality and allow the YMCA to complete the forms as required.

Staff is confident that the Y will continue to meet or exceed all requirements and recommends that the BOCC award the management agreement to them in the amount of \$85,500 per year (\$7,125 per month), which is only slightly higher than their current average cost of approximately \$7,029 per month.

**BUDGET AND FINANCE DEPARTMENT
PURCHASING OFFICE
TABULATION SHEET
OPEN DATE: April 25, 2007 AT 3:00 PM,
TITLE: MANAGEMENT OF KEY LARGO COMMUNITY PARK AND SKATE PARK**

RESPONDENT	BID BOND	TOTAL PRICE
YMCA OF GREATER MIAMI	N/A	\$ 85,500.00

Bid Committee Present: Carlos Victores - Purchasing Office

Members of the Public Present: None

I hereby certify that this is a true and correct copy of said bid opening and that all bidders listed above have been checked against the State of Florida Convicted & Suspended Vendor listings. All bids listed above were received by the date and time specified.

Bid Opened By: Carlos Victores - Purchasing Supervisor