



# Broward County

## Legislation Details (With Text)

<b>File #:</b>	20-1744	<b>Version:</b>	1
		<b>Status:</b>	Agenda Ready
		<b>In control:</b>	County Administration - Parks And Recreation Division
<b>On agenda:</b>	10/20/2020	<b>Final action:</b>	10/20/2020
<b>Title:</b>	MOTION TO APPROVE License and Concession Agreement between Broward County and BikeBox, LLC, for bicycle rental and concessionaire services at Markham Park and Quiet Waters Park, for an initial five-year term, and authorize the Director of Purchasing to renew the contract for one three-year term, and one additional, subsequent two-year term, with a minimum annual guarantee of \$2,500 the first contract year, \$3,500 the second contract year, and \$5,000 the third contract year and subsequent years of the Agreement's term, and authorize Mayor and Clerk to execute same. (Commission Districts 1 and 2)		
<b>Sponsors:</b>			
<b>Indexes:</b>	Established Commission Goals		
<b>Code sections:</b>			
<b>Attachments:</b>	1. Exhibit 1 - Agreement Summary, 2. Exhibit 2 - Agreement, 3. Exhibit 3 – Sheltered Market Review Form dated January 24, 2020, 4. Exhibit 4 – Approved Most Reasonable Source signed June 1, 2020		

Date	Ver.	Action By	Action	Result
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### Broward County Commission Regular Meeting

**Director's Name:** George Tablack

**Department:** Finance and Administrative Services **Division:** Purchasing

### Information

#### Requested Action

MOTION TO APPROVE License and Concession Agreement between Broward County and BikeBox, LLC, for bicycle rental and concessionaire services at Markham Park and Quiet Waters Park, for an initial five-year term, and authorize the Director of Purchasing to renew the contract for one three-year term, and one additional, subsequent two-year term, with a minimum annual guarantee of \$2,500 the first contract year, \$3,500 the second contract year, and \$5,000 the third contract year and subsequent years of the Agreement's term, and authorize Mayor and Clerk to execute same. (Commission Districts 1 and 2)

#### Why Action is Necessary

In accordance with the Broward County Procurement Code, Section 21.43, no contract shall extend beyond five years without the express consent of the Board.

#### What Action Accomplishes

Engages the services of a firm to finance, design, construct, operate, maintain, and manage bicycle and concessionaire services at Broward County's Markham Park and Quiet Waters Park.

#### Is this Action Goal Related

Yes

### **Previous Action Taken**

None.

### **Summary Explanation/Background**

THE PURCHASING DIVISION AND THE PARKS AND RECREATION DIVISION RECOMMEND APPROVAL OF THE ABOVE MOTION.

This item supports the Board's Value of cultivating community culture, arts, recreation, and life-long learning, and its related Goal of coordinating with community partners to market and deliver world-class recreational opportunities. The collaboration with BikeBox, LLC will allow guests at each park to better enjoy the County's topnotch mountain bike trails while benefiting from the services provided by BikeBox, LLC. This will enhance the ability of members of the community to actively participate in a healthier lifestyle.

The Office of Economic and Small Business Development did not assign goals to this project based on the scope of services involved and the fact that is a revenue generating project and Broward County funds will not be used (Exhibit 3).

Under the Agreement, BikeBox, LLC will be responsible for utilizing the licensed premises to operate concession services on a daily basis, including holidays, while supplying services that will enhance the guest experience. Such services will include:

1. Bike and equipment rentals;
2. Bike lessons provided by instructors certified by the Bike Instructor Certification Program;
3. Bike repair and general maintenance provided by certified technicians;
4. Guided rides and eco-tours;
5. Group and community events;
6. Retail shop - bicycles, drinks, snacks, merchandise, beer.

BikeBox, LLC will utilize a portion of the Parks and Recreation Division property at the entrance of the existing mountain bike trails and will operate the concession services outlined in the Agreement out of a modified cargo container, which is required to meet all applicable codes and standards (Exhibit 2).

On April 2, 2020, a Request for Information (RFI) No. PNC2120525F1 was advertised by the Purchasing Division to locate vendors experienced with designing, constructing, operating, and managing a bike rental and concessionaire service operation. At the time of the RFI advertised deadline of 5:00 P.M. on April 15, 2020, there was only one submittal received from BikeBox, LLC. In addition to the RFI, a vendor outreach was performed to locate potential vendors for the requested services. No other vendors expressed interest in providing the requested services.

After all due diligence was completed to locate potential vendors, on June 1, 2020, the Director of Purchasing approved a most-reasonable source designation and authorized the Parks and Recreation Division to negotiate an Agreement with BikeBox, LLC. Two negotiation meetings were held to negotiate this Agreement on July 7 and July 22, 2020. These meetings were attended by representatives of BikeBox, LLC. and staff from the Parks and Recreation Division (Exhibit 4).

The Agreement has been reviewed as to form by the Office of the County Attorney.

**Source of Additional Information**

Brenda J. Billingsley, Director, Purchasing Division, (954) 357-6070

**Fiscal Impact**

**Fiscal Impact/Cost Summary**

The Minimum Annual Guarantee is \$2,500 in the first contract year, \$3,500 in the second contract year, and \$5,000 in the third contract year and each subsequent contract year during the Agreement term.

Additionally, the Licensee will be required to pay a percentage fee of 6% of gross receipts from the operation of bike rental, merchandise, food, and non-alcoholic beverage concessions at the Parks; and a percentage fee of 25% of gross revenues from the sale of alcoholic beverages. Staff is unable to estimate the revenue from these fees. All revenues and fees will be deposited into the Division's general fund.