



**Hallandale Beach**  
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400 South Federal Hwy  
Hallandale Beach, FL 33009

## City of Hallandale Beach City Commission Agenda Cover Memo

|  |                                  |           |  |   |                  |                               |           |
|--|----------------------------------|-----------|--|---|------------------|-------------------------------|-----------|
| <b>Meeting Date:</b>                               | December 7, 2016                 |           | <b>Item Type:</b>  | <b>Resolution</b><br>X  | <b>Ordinance</b> | <b>Other</b>                  |           |
| <b>Fiscal Impact:</b><br>(Enter X in box)          | <b>Yes</b>                       | <b>No</b> | <b>Ordinance Reading:</b>  | <b>1<sup>st</sup> Reading</b>                                 |                  | <b>2<sup>nd</sup> Reading</b> |           |
|  | X                                |           | <b>Public Hearing:</b>   | <b>Yes</b>  | <b>No</b>        | <b>Yes</b>                    | <b>No</b> |
| <b>Funding Source:</b>                             | 7250-531010                      |           | <b>Advertising Requirement:</b>  | <b>Yes</b>  |                  | <b>No</b>                     |           |
|  |                                  |           |  |   |                  | X                             |           |
| <b>Account Balance:</b>                            | \$15,128                         |           | <b>Quasi Judicial:</b>   | <b>Yes</b>  |                  | <b>No</b>                     |           |
|  |                                  |           |  |   |                  | X                             |           |
| <b>Project Number :</b>                            |                                  |           | <b>RFP/RFQ/Bid Number:</b>   | RFP # FY 2105-2016-018, Golden Isles Tennis Center Operations |                  |                               |           |
| <b>Contract/P.O. Required:</b><br>(Enter X in box) | <b>Yes</b>                       | <b>No</b> | <b>Strategic Plan Priority Area:</b> (Enter X in box)  |   |                  |                               |           |
|  | X                                |           |  |   |                  |                               |           |
|  |                                  |           | <b>Safety</b> <input type="checkbox"/><br><b>Quality</b> <input checked="" type="checkbox"/><br><b>Vibrant Appeal</b> <input type="checkbox"/> |   |                  |                               |           |
| <b>Sponsor Name:</b>                               | Daniel Rosemond,<br>City Manager |           | <b>Department:</b><br>Parks & Recreation   | Cathie Schanz, Director                                       |                  |                               |           |

### Short Title:

A RESOLUTION OF THE MAYOR AND CITY COMMISSION OF THE CITY OF HALLANDALE BEACH, FLORIDA, AWARDING RFP #2015-2016-018, GOLDEN ISLES TENNIS CENTER OPERATIONS TO TODD TROMBETTA TENNIS ACADEMY; AUTHORIZING THE CITY MANAGER AND CITY ATTORNEY TO NEGOTIATE A PRECONSTRUCTION AND OPERATION AND MANAGEMENT AGREEMENT TO BRING BACK FOR ACCEPTANCE WHEN READY; AND PROVIDING AN EFFECTIVE DATE.

### Staff Summary:

#### Background:

This item seeks City Commission approval to award RFP# FY 2015-2016-018, Golden Isles Tennis Center Operations, to the only and highest ranked vendor, Todd Trombetta Tennis

Academy and to authorize the City Manager and City Attorney to negotiate an agreement with Todd Trombetta Tennis Academy and bring back for City Commission approval.

The City of Hallandale Beach is redesigning and constructing a new Tennis Center at the existing Golden Isles Tennis Center location, and is seeking a qualified and experienced professional firm to fully operate and manage the new Tennis Center.

To that end, the City released FY 2015-2016-018, Golden Isles Tennis Center Operations. The RFP also required the successful candidate to assist the City throughout the design and construction of the City's new tennis center. The selected operator will be part of the design team.

The award of a Tennis Center Operator Agreement will be a two step process. In the first step, the City intends to award a preconstruction agreement, whereby the selected Operator will act as the subject matter expert consultant to the City as part of the preconstruction/design phase of the project. Step two will be to negotiate an Operation and Management Agreement with the selected Operator for the Operation and Management of the Golden Isles Tennis Center.

### **Current Situation:**

The City of Hallandale Beach released RFP # FY2015-2016-018, Golden Isles Tennis Center Operations, on June 13, 2016.

The release notice for the RFP was sent via email to fifty three (53) vendors from the City's Vendor's list. The RFP was also advertised in the Hallandale Beach Chamber of Commerce website, City's website, DemandStar website, and City and HBCRA social media pages. The RFP was also advertised through the Miami Minority Business Development Agency Business Center, the U.S. Small Business Administration, and the Broward County Community Relations and Outreach Section Office of Economic and Small Business Development.

On June 23, 2016, a non-mandatory pre-proposal conference was held, with two vendors attending. On July 6, 2016, the City received one response to the Request For Proposal solicitation from Todd Trombetta Tennis Academy.

The Evaluation Committee, was comprised of Cathie Schanz, Parks & Recreation Director; Barbara Southwick, Parks & Recreation Advisory Board Chair; David Vazquez, City of Hollywood Parks & Recreation Assistant Director; and Rick Pardon, Crandon Park Tennis Center Manager.

The evaluation criteria for this RFP was:

1. Program Design/Approach to the Project
2. Past Performance (References)
3. Proposer's Qualifications
4. Financial Resources
5. Business Plan/ Pro Forma
6. Local City of Hallandale Beach Vendor Preference
7. Community Benefit Plan Bonus Points

As illustrated on the attached summary rating sheet (Exhibit 2), Todd Trombetta Tennis Academy was the only and highest ranked vendor.

The Procurement department reached out to thirty four (34) vendors to inquire as to why they did not respond to the City's RFP. Below are the responses received.

Nunez Tennis Training attended the non-mandatory pre-proposal conference. The organization responded they felt they were at a disadvantage by not being a local vendor. Based on this, the firm stated they did not submit a response knowing that there was a local firm that attended the pre-proposal meeting.

NetResults – All American Tennis responded they were happy to have provided a response to the Letter of Interest (LOI). However, since the time the LOI was submitted and the RFP came out, they had been 'burned' on a number of solicitations at other entities. They stated they felt that many of the solicitations they responded to in other cities were simply for the entity to go through the motions, only to arrive at the firm who was originally running the tennis operations, and those entities did not want other firms. They stated that in one particular case, they were recommended for award, flew down to the particular city to be awarded, and they were met with a mob of citizens in protest and the governing body changed the decision and awarded to the existing vendor.

The remaining thirty two (32) vendors did not respond to the City's inquiry.

**Next Steps:**

Upon award by the City Commission, staff will negotiate with Todd Trombetta Tennis Academy for a preconstruction agreement, and begin the negotiations for the Operation and Management Agreement. The Operation and Management Agreement cannot be negotiated until the design is completed, as the number, amenities, and usage of the Center will be needed to generate a true pro forma and business terms.

As with other City negotiated Operation and Management Agreements, as part of the City's due diligence, staff will engage the services of Paul Lambert, of Lambert Advisory, to review the business viability and pro forma of the Todd Trombetta Tennis Academy. This step is for the solely for the award of the Operation and Management Agreement.

The project will be under design through September, 2017. Construction will begin in November, 2017 and estimated for completion in December, 2018.

**Why Action is Necessary:**

Pursuant to Chapter 23, Section 23-4, Competitive Bidding Required, all purchases of and contracts for equipment, supplies and contractual services, when the estimated cost shall exceed \$50,000.00 shall be based on competitive bids. Furthermore, pursuant to Chapter 23, Section 23-6, Award of Contract, the City Manager, shall have the authority to recommend to the City Commission award of contracts.

The City released RFP # FY 2105-2016-018, Golden Isles Tennis Center Operations. . Responses to the subject RFP have been received and evaluated by the Evaluation Committee and a recommendation is being provided for City Commission consideration and approval.

**Fiscal Impact:**

This will be a two step award process. The first step will award the RFP, and the second step will be the negotiated contract. The negotiated contract will be brought back for City Commission approval.

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| <b>Proposed Action:</b> |
|-------------------------|

Staff recommends the City Commission approve the attached resolution awarding RFP # FY2015-2016-018, Golden Isles Tennis Center Operations, to Todd Trombetta Tennis Academy, and authorizing the City Manager and City Attorney to negotiate a preconstruction and Operation and Management agreement with Todd Trombetta Tennis Academy and bring back for City Commission approval.

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| <b>Attachment(s):</b> |
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Exhibit 1 - Resolution  
Exhibit 2 - Summary Rating Sheet for RFP # FY2015-2016 018  
Exhibit 3 - RFP # FY2015-2016 018