

MEMORANDUM

Purchasing #18-055
March 13, 2018

To: Gregory P. Harrison, City Manager
Through: Otis J. Thomas, General Services Director
From: Jeff English, Purchasing Agent
Subject: Award RFP E-07-18 Youth Athletic Programs

Contract Need/Background

Request for Proposals (RFP) #E-07-18 was issued to select one firm each to provide, to the City of Pompano Beach, management services for six (6) youth athletic programs. The programs include Competitive Soccer, 3-on-3 Soccer, Baseball, Swimming, Track, and Water Polo.

The notice list for this project was created by using companies suggested by the requesting department, companies that have responded to prior solicitations, companies that have requested their names be placed on the notice list, and companies from appropriate listings in other sources.

Number of firms submitting proposals.....7

Advertising

The RFP was advertised in the Sun Sentinel, and notices were sent to bid notice agencies throughout the nation. The RFP package was also posted on the City's eBid System for download by interested firms and notice sent to all registered bidders by email.

Selection/Evaluation Committee

Seven (7) responses were received to the solicitation. The Selection/Evaluation Committee met on March 13 (in a public meeting) to review and evaluate the responses. Although only two companies provide responses for the same sport (competitive soccer), all responses were reviewed, and the Committee ranked the firms. Copies of the minutes of the meeting, and the voting matrix and scoring sheets, are attached.

Market Research

Four (4) local Pompano Beach athletic program management firms were invited to respond to the solicitation.

Recommendation

The recommendation from the Selection/Evaluation Committee to the City Commission is to approve the ranking order, and authorize the City staff to negotiate contracts with the highest-ranked Competitive Soccer firm: Floridians Football Club Inc.

Additional authorization is requested to negotiate contracts with the sole proposers for the following athletic programs:

Page 2

3-on-3 Soccer.....	PBFC PAL Hammerheads, Inc.
Baseball.....	Pompano Baseball, Inc.
Swimming.....	Pompano Piranhas, Inc.
Track.....	Xpress Youth Development Institute, Inc.
Water Polo.....	South Florida Water Polo Foundation, Inc.

attachments

cc: file