
CITY OF TEMPE
REQUEST FOR COUNCIL ACTION

Council Meeting Date: 06/23/2016
Agenda Item: 5B11

ACTION: Award a five-year contract with five, one-year renewal options to Boat Rentals of America, Inc. to manage and operate the boat and bike rental concession at Kiwanis Park.

FISCAL IMPACT: There is no cost to the City for this contract. The contractor will compensate the City with a monthly rental fee of \$350 and \$1 per rental.

RECOMMENDATION: Award the contract.

BACKGROUND INFORMATION: (RFP #16-181) The City of Tempe issued a Request for Proposal (RFP) to establish a contract for a concessionaire to manage the boating concession at the north end of Kiwanis Lake. The concession includes boat rental, bike rental, sundries, and food and beverage sales.

Evaluation Process

Notification of the RFP was sent to over 60 vendors and one proposal was received from Boat Rentals of America, Inc. The proposal was evaluated by a committee comprised of Community Services and Procurement staff.

The proposals were scored using the following criteria contained within the RFP:

Criteria	Weight
Financial proposal to the City of Tempe	25%
Financial status	20%
Food and/or boating concession experience	15%
Business/management experience	15%
Marketing/merchandising experience	10%
Boats and concession equipment	10%
Completeness of proposal/acceptance of terms and conditions	5%

Results of Scoring

Scoring results are as follows:

Offeror	Score
Boat Rentals of America, Inc.	965

It is the recommendation of the committee to award a contract to Boat Rentals of America, Inc. The company has been successfully operating the boating concession at Tempe Town Lake for the past six years. For the Kiwanis Park concession, the company is offering the following for its initial fleet:

- Pedal boats (quantity 10)
- Double kayaks (quantity 5)
- Single Kayaks (quantity 5)
- Stand up paddle boards (if authorized by the City)
- Bicycles (quantity 6)
- Tandem bicycle (quantity 2)
- Single surry (quantity 2)

- Double surry (quantity 2)
- Electric boat with canopy (if authorized by the City)

If the award is approved, the contractor anticipates being fully operational at Kiwanis Lake subject to any issues that may be present with the building. City staff is working to repair and clean the facility for occupancy by the new contractor. The contractor has also offered to paint the outside of the building with approved colors from the City to improve the look of the concession building.

Boat Rentals of America, Inc. submitted their rental rates and sundry pricing for the proposed concession. Staff reviewed the rates and pricing and found it to be fair and reasonable.

ATTACHMENTS: Vendor Offer Form

STAFF CONTACT(S): Linda Cano, Recreation Manager , (480) 350-5260

Department Director: Renie Broderick, Internal Services Director

Legal review by: David Park, Assistant City Attorney

Prepared by: Lisa Goodman, CPPO, Procurement Officer