



BID AWARD - GENERAL SERVICES/CONCESSION AGREEMENT WITH THE PONY EXPRESS EQUINE ASSISTED SKILLS FOR YOUTH

City Council Meeting
April 17, 2018

Alan Alton
Acting Chief Financial Officer, Finance Department

CURRENT

- The Recreation and Parks Department submitted a request to issue a new contract for the pony ride concessions at Howarth Park.
- The pony ride concession, located in the Howarth Park pony corral, is open weekends February through October, and Monday through Thursday during the summer.

PROPOSED

- On January 23, 2018, Purchasing released bid solicitation RFQ 18-22 with a closing date of January 31, 2018.
- The Pony Express Equine Assisted Skills for Youth (Pony Express) was the only responsive and responsible bid received.
- Contract is for a three year period for a not to exceed amount of \$225,000.

BENEFITS

- Pony Express has been the only respondent in past years of competitively bidding this service.
- The percentage of ticket sales paid to the vendor are the same as the previous contract.
- Pony Express continues to provide satisfactory services.

RECOMMENDATION

- It is recommended by the Finance and Recreation & Parks Departments that the Council, by motion, approve bid award and issuance of a three-year General Services/Concession Agreement F001671 with two (2) one-year renewal options to The Pony Express Equine Assisted Skills for Youth, Santa Rosa, CA in the amount of \$225,000.

QUESTIONS?