

**AGENDA ITEM REPORT**

**DATE:** October 1, 2024  
**DEPARTMENT:** Procurement  
**REQUESTER:**  
**TITLE:** Approve and Ratify Amendments for Downtown Parking Management Services

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**I. MOTION REQUESTED**

A) Ratify Amendments No. 1 and 2 to the revenue-generating contract with Premium Parking Service, L.L.C., under Solicitation No. B210046DWJ, Downtown Parking Management Services, to add several County parking lots to the contract.

**II. ITEM SUMMARY**

Ratifies Amendments No. 1 and 2 to the revenue-generating contract with Premium Parking Service, L.L.C., under the solicitation for Downtown Parking Management Services, to add several additional County parking lots, located at: 1500 Monroe Ave, 2110 Martin Luther King, Jr. Blvd., 2120 Martin Luther King, Jr. Blvd., 2050 Broadway, and 1825 Hendry St., to the contract. Ratification of Amendments No. 1 and 2 is necessary as the County has received more funds than anticipated. These two amendments increased the revenue generated from this contract by approximately \$131,140.68 annually, with total anticipated revenue from the contract and all amendments in the amount of approximately \$1,780,907.25.

**III. BACKGROUND AND IMPLICATIONS OF ACTION**

On April 21, 2021, the Board of County Commissioners awarded B210046DWJ, Downtown Parking Management Services, to Premium Parking Service, L.L.C. to provide parking management services as needed for parking lots in downtown Fort Myers. The original term of the contract was for three years with an option to renew for up to three additional years.

On August 25, 2023, Amendment No. 1 was administratively approved to add several additional County parking lots, located at: 1500 Monroe Ave, 2110 Martin Luther King, Jr. Blvd., and 2120 Martin Luther King, Jr. Blvd., to the revenue-generating contract to be managed by the vendor. The amount of revenue to be generated from the additional County parking lots was unknown at the time of administrative approval, therefore Board approval was not sought at that time.

On December 13, 2023, the contract was renewed for an additional 3-year period, extending the termination period to April 27, 2027.

On April 9, 2024, Amendment No. 2 was administratively approved to add two additional County parking lots, located at: 2050 Broadway, and 1825 Hendry St., to the revenue-generating contract to be managed by the vendor. The amount of revenue to be generated from the additional County parking lots was unknown at the time of administrative approval, therefore Board approval was not sought at that time.

Amendments No. 1 and 2 were determined to be in excess of the \$100,000.00 threshold requiring Board approval. Therefore, ratification of Amendments No. 1 and 2 is now appropriate.

**IV. FINANCIAL INFORMATION**

Current Year Dollar Amount:	No funding required.
Included in the Current Budget?:	Yes
Fund:	Various department funds.
Comments:	Revenue will be received for use of County-owned parking lots.

Is this a revenue or expense item? Revenue

Is this Discretionary or Mandatory? N/A

Will this item impact future budgets?

Program: N/A

Project: N/A

Account Strings: N/A  
Fund Type? Various department funds.

**V. RECOMMENDATION**

Approve

**ATTACHMENTS:**

Downtown Parking Mgmt Svcs Contract OCR, Downtown Parking Mgmt Svcs Am 1 OCR, Downtown Parking Mgmt Svcs Am 2 OCR, Sunbiz Premium Parking Service LLC OCR

**REVIEWERS:**

Angela Lamontagne, Procurement  
Mary Tucker, Procurement  
Anne Henkel, Budget Services  
Robert Holborn, County Attorney  
Peter Winton, County Manager

Created/Initiated - 9/18/2024  
Approved - 9/18/2024  
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Approved - 9/25/2024  
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