

**AGENDA ITEM REPORT****DATE:** April 15, 2025**DEPARTMENT:** Public Safety**REQUESTER:** Benjamin Abes**TITLE:** Approve Annual Piggyback Contract for Canteen Food & Beverage Vending Services**I. MOTION REQUESTED**

- A. Approve Piggyback No. PB250183CMJ to utilize pricing on the City of Orlando Contract No. IFB24-0144 for City Wide Vending Services IFB24-0144 for the purchase of food and beverage vending services, on an as-needed basis, through the contract expiration date of April 30, 2027, and any renewals or extensions approved by The City of Orlando.
- B. Authorize the Chair to execute the contract documents on behalf of the Board of County Commissioners.
- C. Grant the County Manager or designee the authority to renew the contract, for up to four additional years, and to execute all associated documents, as approved in the departments' annual adopted budgets, if doing so is in the best interest of Lee County.

**II. ITEM SUMMARY**

Awards an annual concessionaire contract for unattended mini markets to be installed and maintained at the Emergency Operations Center and multiple Lee County Emergency Medical Services mobile rest stations. This vendor will oversee the day-to-day operations and maintenance of the unattended mini markets for an initial term of three years with a possibility of up to four renewal years. The annual revenue collected will be a 10% commission based on the cost charged for each item.

Using the piggyback method allows the County to take advantage of large-scale contract volume discounts. The County benefits from a shorter timeframe because a competitive procurement process has already been conducted. A market analysis was completed, and the purchase under this contract will represent an average savings of 23.23% (\$47,025.00) on food and beverage items compared to other vendors. Additionally, using the piggyback provided better terms and conditions over the vendor's proposed contract and converted the project from an expenditure to a revenue-generating contract.

**III. BACKGROUND AND IMPLICATIONS OF ACTION**

Public Safety explored options for an unattended micro-market that could provide food options for employees in the new Public Safety Center. The space will have between 75 and 100 employees each weekday and more than 400 during large training events. All vendors proposed a contract with a contingency cost to the County if certain revenues were not met.

The City of Orlando solicited an Invitation for Bid (IFB24-0144) on January 10, 2024, that went through the competitive procurement process for purpose of providing City Wide Vending Services. Compass Group dba Canteen was found to be the lowest responsive bidder. A market analysis was completed, and it was determined that the piggyback purchase option provides average savings of 23.23% (\$47,025.00) on food and beverage items compared to other vendors. Additionally, this contract provides revenue back to the County based on sales at each micro-market location.

Canteen Unattended Mini Markets will be installed at the Lee County Public Safety Center (PSC) located at 2675 Ortiz Avenue, Fort Myers, Florida, 33905, and two Emergency Medical Services Mobile Rest Stations; Gulf Coast Medical Center (D5) 13681 Doctors Way, Fort Myers, Florida 33912, and Cape Coral Hospital (D4) 636 Del Prado Boulevard South, Cape Coral, Florida 33990. This test of concept will be expanded based on sales, employee feedback, and future contract terms and conditions.

**IV. FINANCIAL INFORMATION**

Current Year Dollar Amount:	See Comments below.
Included in the Current Budget?:	N/A
Fund:	General Fund

Comments:

Annual revenue to be collected: 10% commission based on the cost charged for each item. Revenues will be returned to the General Fund.

Is this a revenue or expense item? Revenue

Is this Discretionary or Mandatory? Discretionary

Will this item impact future budgets? No

Program: Public Safety

Project:

Account Strings: KF5260100100

Fund Type? General Fund

## **V. RECOMMENDATION**

Approve

## **ATTACHMENTS:**

Lee County Canteen Agreement - Vendor Executed, PB250183CMJ - Canteen Mini Markets - PB Summary, Canteen - City of Orlando Agreement, Canteen - City of Orlando Agreement - Amendment 1

## **REVIEWERS:**

Benjamin Abes, Public Safety

Mary Tucker, Procurement

Benjamin Abes, Public Safety

Anne Henkel, Budget Services

Peter Winton, County Manager

Andrea Fraser, County Attorney

Christine Brady, County Manager

Created/Initiated - 4/2/2025

Approved - 4/2/2025

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Approved - 4/3/2025

Final Approval - 4/4/2025