

Department of Parks, Recreation
& Conservation

ID 78019

July 22, 2020

TO: Board of Acquisition and Contract

FROM: Kathleen M. O'Connor
Commissioner, Department of Parks, Recreation and Conservation

RE: Authority to enter into a license agreement with Metro Golf Corp., 315 Mamaroneck Road, Scarsdale, New York 10583, for the operation of the golf professional concession at Saxon Woods Golf Course, Scarsdale, New York for the period of January 1, 2020 through December 31, 2025 with the sole option of the County to extend the agreement for an additional five-year term.

Authority is requested to enter into a license agreement with Metro Golf Corp. ("Metro"), 315 Mamaroneck Road, Scarsdale, New York 10583, for the operation of the golf professional concession at Saxon Woods Golf Course, Scarsdale, New York for the period of January 1, 2021 through December 31, 2025 with the County having the sole option to extend the agreement for an additional five-year term, from January 1, 2026 through December 31, 2030.

The golf professional manages the golf cart operation, provides lessons and rents hand-pulled carts. In addition, the golf professional collects all golfer fees, including greens fees and golf cart fees and deposit them into a County account. For the privilege of operating the golf professional shop, Metro will pay to the County the following annual license fees:

<u>Year</u>	<u>License Fee</u>
2021	\$15,000
2022	\$15,000
2023	\$16,000
2024	\$16,000
2025	\$17,000

The County will pay Metro a portion of all motorized golf cart rental fees for the first 25,000 motorized golf rounds as follows:

<u>Year</u>	<u>Fee/Player Rental 18-hole</u>	<u>Fee/Player Rental 9-hole</u>
2021	\$9.00	\$6.00
2022	\$9.00	\$6.00
2023	\$9.00	\$6.00
2024	\$9.00	\$6.00
2025	\$10.00	\$7.00.

The remaining portion of the golf cart revenue shall be retained by the County as a license fee. Golf cart rental rates are set by the County each season and are currently \$20.00 per player for 18 holes and \$16.00 per player for 9 holes. In addition, pursuant to the terms of the license, Metro, shall keep all revenue derived from retail sales in the pro shop, golf lessons and the rental of hand-pulled carts.

If, at its sole option, the County decides to extend the agreement from January 1, 2026 through December 31, 2030, Metro shall pay to the County the following annual license fees:

<u>Year</u>	<u>License Fee</u>
2026	\$17,000
2027	\$17,000
2028	\$19,000
2029	\$19,000
2030	\$20,000

If, at its sole option, the County decides to extend the agreement from January 1, 2026 through December 31, 2030, the County will pay Metro a portion of all motorized golf cart rental fees for the first 25,000 motorized golf rounds as follows:

<u>Year</u>	<u>Fee/Player Rental 18-hole</u>	<u>Fee/Player Rental 9-hole</u>
2026	\$10.00	\$7.00
2027	\$10.00	\$7.00
2028	\$11.00	\$8.00
2029	\$11.00	\$8.00
2030	\$11.00	\$8.00

The goal of this agreement is to provide revenue for the County and provide important services for golfers. The objective of this agreement will be tracked and monitored by observations and interactions with staff and site visits.

This agreement is exempt from the Westchester County procurement policy pursuant to Section 3(b), thereof.

Accordingly, approval of the attached resolution by your Honorable Board is most respectfully requested.

RESOLUTION

Upon a communication from the Commissioner of Parks, Recreation and Conservation, be it hereby

RESOLVED, that the County of Westchester (“the County”) is hereby authorized to enter into a license agreement with Metro Golf Corp. (“Metro”), 315 Mamaroneck Road, Scarsdale, New York 10583, for the operation of the golf professional concession at Saxon Woods Golf Course, Scarsdale, New York, for the period of January 1, 2021 through December 31, 2025; and be it further

RESOLVED, that the County may, at its sole option, extend the license for the period of January 1, 2026 through December 31, 2030; and be it further

RESOLVED, that for the privilege of operating the golf professional shop, Metro will pay to the County the following annual license fees:

<u>Year</u>	<u>License Fee</u>
2021	\$15,000
2022	\$15,000
2023	\$16,000
2024	\$16,000
2025	\$17,000; and be it further

RESOLVED, that the County will pay Metro a portion of all motorized golf cart rental fees for the first 25,000 motorized golf rounds as follows:

<u>Year</u>	<u>Fee/Player Rental 18-hole</u>	<u>Fee/Player Rental 9-hole</u>
2021	\$9.00	\$6.00
2022	\$9.00	\$6.00
2023	\$9.00	\$6.00
2024	\$9.00	\$6.00
2025	\$10.00	\$7.00; and be it further

RESOLVED, that if, at its sole option, the County extends the license agreement from January 1, 2026 through December 31, 2030, Metro will pay to the County the following annual license fees:

<u>Year</u>	<u>License Fee</u>
2026	\$17,000
2027	\$17,000
2028	\$19,000
2029	\$19,000
2030	\$20,000; and be it further

RESOLVED, that if, at its sole option, the County decides to extend the agreement from January 1, 2026 through December 31, 2030, the County will pay Metro a portion of all motorized golf cart rental fees for the first 25,000 motorized golf rounds as follows:

<u>Year</u>	<u>Fee/Player Rental 18-hole</u>	<u>Fee/Player Rental 9-hole</u>
2026	\$10.00	\$7.00
2027	\$10.00	\$7.00
2028	\$11.00	\$8.00
2029	\$11.00	\$8.00
2030	\$11.00	\$8.00; and be it further

RESOLVED, that the remaining portion of the golf cart revenue shall be retained by the County as a license fee; and be it further

RESOLVED, that the golf professional shall keep all revenue derived from retail sales in the pro shop, golf lessons and the rental of hand-pulled carts; and be it further

RESOLVED, that the County Executive or his authorized designee is hereby authorized to execute all instruments necessary to implement this Resolution.

APPROVED BOARD OF ACQUISITION & CONTRACTS

08/13/2020 - ISA MRIJAJ, SECRETARY

Original Agreement \$ *1,360,000
 First Amendment \$
This Amendment \$
 TOTAL \$ *1,360,000

Agreement #

Account to be
 Charged/Credited

Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub Object	Trust Account	Dollars	
165	42	3200	9240		\$261,000*	2021
165	42	3200	9246		\$ 15,000	
165	42	3200	9240		\$261,000*	2022
165	42	3200	9246		\$ 15,000	
165	42	3200	9240		\$261,000*	2023
165	42	3200	9246		\$ 16,000	
165	42	3200	9240		\$261,000*	2024
165	42	3200	9246		\$ 16,000	
165	42	3200	9240		\$237,000*	2025
165	42	3200	9246		\$ 17,000	

Budget Funding Year(s) 2021-2025 Start Date 1-1-21 End Date 12-31-25
 (must match resolution)

Funding Source Tax Dollars _____
 State Aid _____
\$*1,360,000 Federal Aid _____
 (must match resolution)
 Other Revenue _____

*Estimated