



INFORMAL STAFF REPORT

MEMORANDUM

To: Margie Rose, City Manager *MR*
Thru: Keith Selman, Assistant City Manager *KS*
From: E. Jay Ellington, Director of Parks and Recreation *EJE*
Date: 5/11/17
Subject: Tennis RFP Benchmarking Research
Attachment: Benchmark Findings

Issue/Problem

City Council member Ms. Guajardo requested information that discusses the benchmarking from other cities related to Tennis Center Management.

Background & Findings

The Parks and Recreation Department recently reached out to the following benchmark cities in Texas which maintain Tennis Centers: Amarillo, Arlington, Austin, Dallas, Fort Worth, Garland, Laredo, Lubbock, Plano, and San Antonio. Each of the Cities included in this survey were asked to provide information on the following questions:

- Please confirm the total number of tennis centers in your City?
- Are your Tennis Centers managed by the City or contracted?
- Is this how your Tennis Centers have always been operated?
- Are you happy with the way your Tennis Centers are operated currently?
- If willing, will you share information about your Tennis Centers: revenues, expenditures, bid packets, contracts, RFP's, RFQ's, any other information?

Conclusion

The Cities of Austin, Amarillo, Arlington and Plano have replied to the survey and their responses have been included in the attached benchmark findings document. The Parks and Recreation Department and the Purchasing Division will continue to work together to review the benchmarking information in order to construct a RFP/RFQ for Tennis Management for HEB and Al Kruse Tennis Centers.

Attachment: Benchmarking Findings

City	Management Type	Maintenance	Staff	Utilities	Programming	Contractor Rent	Contractor Payment	Court Fee Shared	Pro Shop Share	Notes
Corpus Christi	Contract	City	Contract	City	Contract	\$0	Al Kruse \$3,166 HEB \$4,138	City/Contractor 50:50	City/Contractor 50:50	
Amarillo	Combination	City			Contract	\$0	N/A	N/A	N/A	City receives percentage of fees and memberships
Arlington	City Managed	City	City	City	City	\$0	\$0	N/A	N/A	
Austin	Contract	(Routine)Contract, (Beyond Routine) City	Contract	City	Contract	\$0	\$3,000	City/Contractor 100:0	City Contractor 0:100	Performance award not to exceed \$15,000(annual court fee revenue minus annual target of \$75,000)
Dallas	Contract	(Routine) Contract, (repairs to building, grounds and courts) City	Contract	N/A	Contract	\$0	\$1,000	City/Contractor 50:50	City Contractor 0:100	
Fort Worth	Contract	City	Contract	City	Contract	\$25,000/yr	\$0	City/Contractor 0:100	City/Contractor 0:100	Contractor pays an annual capital improvement fee, pays City \$10,500/year in revenue
Garland	Contract	N/A	N/A	N/A	Contract	N/A	N/A	N/A	N/A	N/A
Laredo	Contract	N/A	N/A	N/A	Contract	N/A	N/A	N/A	N/A	N/A
Lubbock	City Managed	City	City	City	City	\$0	\$0	N/A	N/A	City promotes and supervises junior, adult, and senior tennis progrms, receives all revenue from lessons, tournaments, concession/pro shop, rentals, registrations, and memberships
Plano	Combination	City	City	City	Contract	\$0	N/A	N/A	N/A	Percentage of fees and lessons income
San Antonio	Contract	Contract	Contract	Contract	Contract	\$0	\$0			Minimum investment of \$3,000 annually