



AGENDA MEMORANDUM

First Reading Ordinance for the City Council Meeting of August 21, 2018
Second Reading Ordinance for the City Council Meeting of August 28, 2018

DATE: August 7, 2018

TO: Keith Selman, Interim City Manager

FROM: Jay Ellington, Director of Parks and Recreation
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Service Agreement to Manage and Operate the Al Kruse Tennis Center

CAPTION:

Motion authorizing a service agreement with Sweet Spot Tennis, LLC for management and operations service for Al Kruse Tennis Center.

PURPOSE:

Staff is recommending a service agreement with Sweet Spot Tennis, LLC to manage and operate the Al Kruse Tennis Center to reduce expenses and increase revenue for the Corpus Christi Parks and Recreation Department.

BACKGROUND AND FINDINGS:

The request for proposal (RFP) was advertised October 7, 2016 and a pre-proposal conference was held October 14, 2016. On March 21, 2017, staff made a recommendation to Council. That recommendation was rejected. A desk audit of the current agreement was conducted in November 2017. A second RFP was advertised on September 24, 2017 with a due date for all proposals of October 25, 2017. Purchasing requested a 120-day extension of the responsive Proposal Offer.

Staff recommends awarding a service contract agreement to Gerald Tjon A Joe dba Sweet Spot Tennis until December 31, 2018; the City will pay the Contractor \$3,166.00 per calendar month, Contractor will retain 95% of the Pro Revenue and 50% of the City Fee Revenue.

ALTERNATIVES:

Self (City) Operation

OTHER CONSIDERATIONS:

Not applicable

CONFORMITY TO CITY POLICY:

This purchase conforms to the City's purchasing policies and procedures and State statutes regulating procurement.

EMERGENCY / NON-EMERGENCY:

Non-Emergency

DEPARTMENTAL CLEARANCES:

Parks & Recreation, Finance - Purchasing

FINANCIAL IMPACT:

X Operating Revenue Capital Not applicable

Fiscal Year: 2017-2018	Current Year	Future Years	TOTALS
Line Item Budget	\$41,158		0
Encumbered / Expended Amount	\$31,660	0	0
This item	\$6,332	\$9,498	\$15,830
BALANCE	\$3,166	0	0

Fund: General

Comments: The Parks & Recreation department will also request the Finance – Purchasing department to issue another RFP by October 1, 2018. This will be evaluated and brought to Council for consideration of award by December 1, 2018. This will be a 5-year operating agreement with proposed extensions.

RECOMMENDATION:

Parks & Recreation staff recommends the approval of the service agreement.

LIST OF SUPPORTING DOCUMENTS:

Service Agreement