



AGENDA MEMORANDUM

Future Item for the City Council Meeting of December 4, 2018
Action Item for the City Council Meeting of December 11, 2018

DATE: November 21, 2018

TO: Keith Selman, Interim City Manager

FROM: Becky Perrin, Interim Director of Parks and Recreation
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Extension of Service Agreements for HEB and Al Kruse Tennis Centers

CAPTION:

Motion authorizing extension of service agreements with Sweet Spot Tennis, LLC for management and operation of HEB and Al Kruse Tennis Centers.

PURPOSE:

Staff is recommending an extension of the service agreements with Sweet Spot Tennis, LLC to manage and operate the HEB and Al Kruse Tennis Centers.

BACKGROUND AND FINDINGS:

The current service agreements, approved by City Council on August 28, 2018, will expire December 31, 2018. On October 22, 2018, two separate requests for proposals (RFP's) were issued for the management of HEB and Al Kruse Tennis Centers. The timeline established to finalize the RFP process and award new service agreements for both tennis centers will be presented to City Council for award on January 22, 2019, with the anticipated Notice to Proceed on January 29, 2019. The Parks & Recreation Department is requesting to extend the current service agreements until February 28, 2019. The extensions will provide continued management of both tennis centers through the award of new service agreements and the transition period of new management.

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:

Park & Recreation, Finance - Purchasing

FINANCIAL IMPACT:

X Operating ☐ Revenue ☐ Capital ☐ Not applicable

Fiscal Year: 2018-2019	Current Year	Future Years	TOTALS
Line Item Budget	\$94,952	0	0
Encumbered / Expended Amount	\$14,608	0	0
This item	\$21,912	0	0
BALANCE	\$58,432	0	0

Fund: General

Comments: None

RECOMMENDATION:

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

LIST OF SUPPORTING DOCUMENTS:

Service Agreement Extensions