

## A G E N D A



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|--|---|-------------------|------|
| RCA - Purchasing   | Austin City Council   | Item ID:          | 5326 |
| Meeting Date:  | April 21, 2011  |                   |      |
| Department:  | Purchasing  |                   |      |
| Subject  |   |                   |      |
| Authorize award, negotiation, and execution of a 3-year requirements service contract with LOVE TENNIS COMPANY, Austin, Texas or with the other qualified respondent to RFQS CB30001, for management and operation of the Caswell Tennis Center, in an amount not to exceed \$126,000, with two 3-year extension options in an estimated amount not to exceed \$126,000 per extension period, for a total estimated contract amount not to exceed \$378,000.   |   |                   |      |
| Amount and Source of Funding   |   |                   |      |
| Funding in the amount of \$21,000 is available in the Fiscal Year 2010-2011 Budget of the Parks and Recreation Department. Funding for the remaining thirty months of the initial contract period and extension options is contingent upon available funding in future budgets.  |   |                   |      |
| Fiscal Note  |   |                   |      |
| There is no unanticipated fiscal impact. A fiscal note is not required.  |   |                   |      |
| Purchasing Language:   | Best evaluated response of two responses received.  |                   |      |
| Prior Council Action:  |   |                   |      |
| For More Information:  | Cruz Banda, Buyer II /974-2133  |                   |      |
| Boards and Commission Action:  |   |                   |      |
| MBE / WBE:   | This contract will be awarded in compliance with Chapter 2-9C of the City Code (Minority-Owned and Women-Owned Business Enterprise Procurement Program). No Subcontracting opportunities were identified; therefore, no goals were established for this solicitation. |                   |      |
| Related Items:   |   |                   |      |
| Additional Backup Information  |   |                   |      |
| This contract with Love Tennis is for the management and operation of Caswell Tennis Center for the Parks and Recreation Department. The tennis center provides quality tennis instruction for the citizens of Austin. The Parks and Recreation Department currently does not have the staff for the level of tennis instruction, operation and experience to manage a tennis center. Caswell Tennis Center includes eight lighted courts and one lighted backboard. Love Tennis shall manage the collections of court fees, court reservations, provision of lessons and tennis programs. Love Tennis shall be allowed to use half the courts for programming of lessons and clinics for a court fee rate approved by the City. Love Tennis also agrees to support the use of the facility by the Austin Independent School District (AISD) for special events during the school year. There is no charge for AISD to use these courts. The City shall pay a monthly management fee to Love Tennis for the management and operation of Caswell Tennis Center. |   |                   |      |
| MBE /WBE solicited: 11/11  |   | MBE /WBE bid: 0/0 |      |

### **PRICE ANALYSIS**

- a. Adequate Competition.
- b. There were one hundred and eighty-five notices sent out, with eleven MBE and eleven WBE firms listed for these services. Two responses were received with no responses from MBE /WBE's. Two responses were received.
- c. The pricing offered represents a 16% increase from the last contract award October 2003. This increase can be attributed to this not being a commission contract as was in the previous years.

### **APPROVAL JUSTIFICATION**

- a. Best qualified response.
- b. The Purchasing Office concurs with the Parks and Recreation Departments recommended award.
- c. Advertised in the Austin American-Statesman and the Internet.