



## MEMORANDUM

**TO:** Mayor and City Council

**FROM:** Sara L. Hensley, CPRP, Director  
Austin Parks and Recreation Department

**DATE:** November 30, 2011

**SUBJECT:** Pharr Tennis Center

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On Thursday, October 6, 2011, a request to authorize award, negotiations and execution of a 36-month requirements service contract with RIPPNER, LLC, Austin for management and operation of the Pharr Tennis Center was brought before Council. Council did not approve the request associated with RFQS CB30003 and instead directed staff to postpone the item until December 8, 2011, conduct a community engagement and take results to the Parks Board for review

As directed, the Department conducted a community engagement process with the tennis stakeholders on October 22, 2011. The meeting was attended by 40 plus stakeholders.

Based upon stakeholder input the Department requested the Parks and Recreation Board make a recommendation regarding the scope of services outlined in the Pharr Tennis Contract. After Board deliberation and in consideration of stakeholders input, the contract negotiation items are to include:

1. The contracted tennis professional at Pharr Tennis Center will receive 100% revenue on food, beverage, tennis equipment sales and programming (lessons, clinics, etc.)
2. The contracted tennis professional at Pharr Tennis Center will be required to the adhere to the following court schedule as determined by the stakeholder input meeting and Parks and Recreation Board approval:  
Weekdays
  - 2 courts available for lessons between the hours of 8 am and 12 pm
  - 4 courts available for lessons between the hours of 12 pm and 6 pm
  - 2 courts available for lessons between the hours of 6 pm and 8 pm
  - 4 courts available for lessons between the hours of 8 pm and 10 pmWeekends
  - 0 courts available for lessons between the hours of 8 am and 12 pm
  - 4 courts available for lesions between the hours of 12 pm and 6 pm
3. The contracted tennis professional at Pharr Tennis Center will be paid a facility management fee with quarterly reviews evaluation court reservations, facility programming, operations of the facility, customer service, community involvement and court revenues.
4. The contracted tennis professional will be eligible for a productivity award not to exceed \$10,000 annually.

It is important to note that RIPPNER, LLC has voluntarily withdrawn from contract award consideration. Therefore, the Request for Qualifications will be negotiated with the next qualified responsive responsible bidder. A request to authorize award, negotiate and execute a

36-month service contract with YANEZ TENNIS will be brought forward to Council on December 8, 2011.

Additionally, the Parks and Recreation Department met with Purchasing Department to develop a consistent Tennis Business Model for future contract negotiations. This model incorporates stakeholder input from the October 22, 2011 meeting and the Parks and Recreation Board's recommendations. In an effort to best serve the tennis community and all adult sports, the Department will host several City-Wide Adult Athletics Community stakeholder meetings in January, 2012 and modify the model accordingly based upon stakeholder input.

Cc: Marc A. Ott, City Manager  
Bert Lumbreras, Assistant City Manager  
Kimberly McNeeley, Assistant Director, Parks and Recreation Department  
Cheryl Bolin, Division Manager, Parks and Recreation Department  
Lonnie Lyman, Tennis Administration, Parks and Recreation Department