

## A G E N D A



## Recommendation for Council Action (Purchasing)

Austin City Council	Item ID:	72864	Agenda Number	44.
Meeting Date:	August 3, 2017			
Department:	Purchasing			
Subject				
Authorize negotiation and execution of a 36-month contract with DOUG BURDITT DBA CENTRAL TEXAS OFFICIALS ASSOCIATION, to provide athletic official management services for adult sports programs, in an estimated amount of \$330,000, with two 12-month extension options each in an estimated amount of \$110,000 per extension option, for a total contract amount not to exceed \$550,000.				
Amount and Source of Funding				
Funding in the amount of \$9,167 is available in the Fiscal Year 2016-2017 Operating Budget of the Parks and Recreation Department. Funding for the remaining 35 months of the original contract period and extension options are contingent upon available funding in future budgets.				
Fiscal Note				
A fiscal note is not required.				
Purchasing Language:	The Purchasing Office issued a Request for Proposals (RFP) SLW0518 for these services on March 13, 2017 and it closed on April 11, 2017 with one offer received. The recommended offer is the sole offer submitted by a responsible offeror. Additional information on the solicitation is included below the line.			
Prior Council Action:				
For More Information:	Inquiries should be directed to the City Manager’s Agenda Office, at 512-974-2991 or AgendaOffice@ austintexas.gov.  NOTE: Respondents to this solicitation, and their representatives, shall continue to direct inquiries to the solicitation’s Authorized Contact Persons: Sandy Wirtanen, at 512-974-7711 or Sandy.Wirtanen@ austintexas.gov or Sandy Brandt, at 512-974-1783 or Sandy.Brandt@ austintexas.gov			
Boards and Commission Action:				
Related Items:				

**MBE / WBE:**

This solicitation was reviewed for subcontracting opportunities in accordance with City Code Chapter 2-9C Minority Owned and Women Owned Business Enterprise Procurement Program. For the services required for this solicitation, there were no subcontracting opportunities; therefore, no subcontracting goals were established.

**Additional Backup Information**

The contract will provide management of athletic officials for adult sports programs for the Parks and Recreation Department (PARC). Currently the PARC Athletics Office hires, trains, and schedules athletic officials for sports programs within PARC. Over the course of the past four years, surrounding officials' chapters, associations, and leagues are compensating officials at much higher and competitive rates for competitive adult sports programs. This has made it very challenging for PARC to retain quality officials for adult sports programs because officials are leaving to surrounding chapters, associations, and leagues after obtaining experience. This has caused staff in the Athletics Office to spend a significant amount of time interviewing, re-hiring, training, and scheduling several new officials on a constant basis for our adult sports programs.

Securing a contract with a vendor will alleviate staff time spent trying to fill in the gaps of officials as well as allow officials to be paid at a higher rate more in line with the market for the type of competition they will be working. PARC will also save costs on the staff time, equipment purchased and given to officials (uniforms, whistles, official equipment, etc.), and general office time exhausted on the recruitment/hiring process.

An evaluation team with expertise in this area evaluated the offers and scored Doug Burditt dba Central Texas Officials Association as the best to provide these services based on management of officials, prior experience and personnel, organizational structure, total evaluated cost, and local business presence.

This is a new contract for the City. Requested authorization amounts were determined by the amount of games played per year for flag football, basketball, sand volleyball, and indoor volleyball.

If the City is unable to secure a contract for athletic officials, the department will continue using resources to hire and schedule officials. The department will also be limited to the amount of team registrations the program can accept due to lack of officials available to officiate games, leaving the community needs unmet as community interest in the leagues is rapidly growing.

A complete solicitation package, including a response list, is on file in the City's Purchasing Office and is available on the City's Financial Services Austin Finance Online website. Link: [Solicitation Documents](#)

<b>DOUG BURDITT DBA CENTRAL TEXAS OFFICIALS ASSOCIATION</b>				
	<b># months</b>	<b>Contract Amount</b>	<b>Contract Amendment</b>	<b>Revised Amount</b>
Original Term	36	\$ 330,000	n/a	n/a
Extension Option 1	12	\$ 110,000	n/a	n/a
Extension Option 2	12	\$ 110,000	n/a	n/a
<b>TOTAL</b>	<b>60</b>	<b>\$ 550,000</b>	<b>\$ -</b>	<b>\$ -</b>