



South Austin Tennis Center Request for Proposals

Parks and Recreation Board

January 26, 2016

Presentation Overview

1. South Austin Tennis Center

- Background/History
- Current Status
- In-House versus Contractor Facility Operation
- Tennis Community Engagement

2. Request for Proposals

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- Process
- Evaluation
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South Austin Tennis Center

Background/History

- South Austin Tennis Center was built in 1981
- Consists of a Pro Shop equipped with bathrooms, showers, storage room, office and 600 square feet of retail space
- 10 lighted tennis courts; one practice wall
- Consistently averages over \$85,000 annually from court fees



South Austin Tennis Center

Current Status/ In-House vs. Contractor Facility Operation

- Current vendor is Rippner Tennis Company
- February 26, 2007, received contract through the competitive bid process
- Initial three-year contract period with two three-year extension options
- Vendor is in good standing and PARD executed both extension options
- Current contractor management fee is \$36,000
- Cost for facility operation by City staff is estimated at \$95,000

Community Engagement

- Community Input – April-May 2014, PARD staff met with major local Tennis Associations.
- A survey was conducted through “SpeakUp Austin” and was available for six weeks (June – July 2014).
- Over 700 responses received.
- Results from survey helped shape Scope of Work for RFP.
 - Major focus on customer service
 - Online reservations
 - Daily use – Maximizing court usage
 - Social media and marketing

Request for Proposals Goals and Elements

Goals & Objectives

- The City of Austin Parks & Recreation Department, through its municipal tennis facilities, strives to offer the community an open, positive, and inviting atmosphere for players of all ages and skill levels to participate in year-round in tennis play

Major Elements

- Three-year contract term with two three-year extension options
- Contractor Responsibilities
 - Operations of Facility
 - Programming

Request for Proposals Elements

Contractor Responsibilities (cont'd)

- Tennis Services
- Collect Council approved fees
- Customer Service
- Marketing, Advertising and Promotional Activities to Austin's Tennis Community

Request for Proposals (RFP) Process

- Proposals were accepted during a four-week period – September 28– October 29, 2015.
- Corporate Purchasing Office received one proposal that met minimum qualifications and elected to extend the acceptance period by another week (November 5, 2015).
- One additional proposal was received.

Request for Proposals Evaluation Process

Evaluation Criteria

- Operation and Management
- Applicable Experience & Personnel Qualifications
- Financial Viability
- Local Presence
- Optional Interview

Evaluation Team Members

- Golf Complex Professional Manager
- Two Recreation Program Managers
- Event Coordinator Senior
- Recreation Program Supervisor
- PARD Contract Administrator

Request for Proposals Evaluation

Process (cont'd)

- PARD completed a thorough evaluation and has identified Rippner Tennis, Inc. as the successful proposer.
- Rippner Tennis, Inc. has demonstrated the capacity to deliver the requirements outlined in the scope within the project budget.
- Rippner Tennis, Inc. is the current vendor and is in good standing.

Next Steps/Contact Information

- **Concessions and Contracts Committee – January 12, 2016**
- **Parks and Recreation Board – January 26, 2016**
- **Austin City Council – February 25, 2016**

City of Austin Purchasing Office

Sandy Brandt, Corporate Contract Administrator

Sandy.Brandt@austintexas.gov

(512) 974-1783

Centralized Programs – Parks & Recreation Department

Patrick Corona, Division Manager

Patrick.Corona@austintexas.gov

(512) 974-9482

Parks & Recreation Department

Lonnie Lyman, Event Coordinator Senior & Contract Manager

Lonnie.Lyman@austintexas.gov

(512) 974-3921

Parks & Recreation Department

Patricia Rossett, Contract Administrator

Patricia.Rossett@austintexas.gov

(512) 974-6778

Board Action

Make a recommendation to the Austin City Council regarding authorization to negotiate and execute an agreement with the successful proposer, Rippner Tennis, Inc., for the management and operation of the South Austin Tennis Center.