



2015 Annual Report

Concessions and Contracts Committee of the Parks and Recreation Board

Committee Charge

The Concessions and Contracts Committee of the Parks and Recreation Board serves in an advisory capacity of the full Parks and Recreation Board on issues related to park and boating concessions and department contract matters subject to action by the Austin City Council.

With expiring Parks and Recreation Board terms and City Council elections, the 2015 Concessions and Contracts consisted of the following Parks and Recreation Board members:

- January 2015 – May 2015 – Jeff Francell (Chair), Dale Glover, Jane Rivera (ex-officio), Susan Roth
- September 2015- November 2015- Michael Casias (Chair), Rick Cofer, Richard DePalma, Alesha Larkins, Francoise Luca, Jane Rivera (ex-officio)

Part I - Annual Review (January 2015 - November 2015)

1. Provide a brief summary of the work of the committee during the past year including a list of its activities and achievements.

- **(1) Committee Work Session**
 - Overview of Concessions and Contracts Committee Purpose and Scope and Establishment of Committee Processes and Procedures – The overview focused on the following:
 - Committee Purpose and Scope
 - PARD Purchasing and Contracting
 - Committee Process and Procedures
 - Concessions and Contract Committee Schedule
- **(1) Committee Training**
 - Discussion of City of Austin Purchasing Requirements and Processes – The discussion focused on the following:

- Purchasing Authority
 - City of Austin Purchasing Document Websites
 - Parks and Recreation Department Purchasing Mechanisms
 - Parks and Recreation Department Procurement and Contracting
 - In addition, members were advised on the information that will be provided when considering contract awards, negotiations and executions. The information will include costs, recommended vendor, funding source and the programmatic need in addition to the evaluation matrix.
- **(6) Briefing Items**
 - Austin Rowing Club's operation of the Waller Creek Boat House and the status of construction at the Waller Creek Tunnel Outlet.
 - Process, status and goals for the solicitation of a food and beverage vendor for the Zilker Café at Barton Springs.
 - Process, status and goals for the solicitation of an ADA Self-Assessment and System-Wide Transition Plan.
 - Status and key terms for the lease and finance, design and construction of improvements by the Radisson Hotel on parkland.
 - Solicitation for a vendor to provide management and operation services for the South Austin Tennis Center.
 - Solicitation for food vendors to provide services for the senior meal program at the Asian American Resource Center.
 - **(0) Special Called Meeting**
 - **(3) Interlocal Agreements**
 - Interlocal Agreement between the Austin Independent School District and the City of Austin for the Use of PARD Baseball Fields –Recommended to the Parks and Recreation Board that the City Council authorize the negotiation and execution of an Interlocal Cooperative Agreement between the Austin Independent School District and the City of Austin for the priority use of Garrison District Park Baseball Field and the Beverly S. Sheffield Northwest District Park Baseball Field for AISD's UIL boys' baseball teams. (In-kind contribution – AISD Field Maintenance and Parkland Improvements valued at \$451,453)
 - Interlocal Agreement with Purdue University for Austin Nature & Science Center Exhibit - Recommended to Parks and Recreation Board that the Austin City Council authorize negotiation and execution of an interlocal agreement with Purdue University for the rental of a traveling exhibit, Bee-lieve it or Not!, for the Austin Nature & Science Center. (Expense - \$7,000)

- Interlocal Agreement with Travis County for Onion Creek Preserve - Recommended to Parks and Recreation Board that the Austin City Council authorize the negotiation and execution of an interlocal agreement with Travis County for the construction and maintenance of a portion of the Onion Creek Greenway.

- **(3) Master Plans and Feasibility Studies**
 - Walter E. Long Metropolitan Park/Travis County Expo Center – Market and Feasibility Study - Recommended to Parks and Recreation Board that the Austin City Council authorize the award, negotiation, and execution of a contract with Hunden Strategic Partners to complete a feasibility study for Walter E. Long Park and Travis County Exposition Center for a total contract not to exceed \$125,000. (Expense - \$50,000 – City of Austin; - \$50,000- Travis County; \$25,000 - Star of Texas Fair and Rodeo)
 - ADA Self-Assessment and System-Wide Transition Plan - Recommended to Parks and Recreation Board that the Austin City Council authorize the award, negotiation and execution of an agreement between the City of Austin and Altura Solutions, L.P. for an ADA Self-Assessment and System-Wide Transition. (Expense - \$239,521.50)
 - Lamar Beach at Town Lake Metropolitan Park – Master Planning Contract – Recommended to Parks and Recreation Board that the Austin City Council authorize the award, negotiation and execution of a contract with Design Workshop, Inc. to provide master planning consulting services for Lamar Beach at Town Lake Metropolitan Park. (Expense - \$226,081)

- **(5) Various Agreements**
 - Lady Bird Lake Excursion Boat Revenue Contract – Recommended to the Parks and Recreation Board that the Austin City Council approve the negotiation and execution of an agreement with Lone Star Riverboat Inc. to provide excursion boat services on Lady Bird Lake. (Revenue - \$37,349)
 - Request for Proposals for Management and Operation of the Caswell Tennis Center – Recommended to the Parks and Recreation Board that the City Council authorize the negotiation and execution of an agreement for the management and operation of the Caswell Tennis Center. (Expense - \$36,000)
 - Old Bakery and Emporium Park Concession Agreement - Recommended to the Parks and Recreation Board that the City Council authorize the negotiation and execution of a park concession agreement with the Austin Parks Foundation to manage and to operate a concession at the site. (Revenue of \$12,874.01 which is reinvested in park site improvements)
 - Parkland Improvement and Land Use Agreement between the City of Austin and the Lonestar Soccer Club of Austin - Recommended to Parks and Recreation Board that the Austin City Council authorize the award,

negotiation and execution of an agreement with Lonestar Tennis Company for the management and operation of Austin Tennis Center. (In-kind contribution of field maintenance and parkland improvements valued at \$150,000)

- Operation of a Food and Beverage Concession at Zilker Park - Recommended to Parks and Recreation Board that the Austin City Council authorize the award, negotiation and execution of an agreement with Players Inc. for the operation of a food and beverage concession within Ziker Park. [Revenue - \$91,380 (former vendor Rodriguez Concessions)]

- **(4) Amendments**

- Interlocal Cooperation Agreement between the City of Austin and the Austin Independent School District for the Ace Reading and Tutoring Program - Recommended to Parks and Recreation Board that the Austin City Council authorize the negotiation and execution of amendment one to the agreement.(Expense - \$100,000)
- Amendment One to the August 2013 Parkland Improvement and Use Agreement with the West Austin Youth Association Regarding Lamar Beach and Town Lake Metropolitan Park – Recommended to the Parks and Recreation Board that this item be fully vetted and discussed with the complete Board with an emphasis on the following:
 - What is the value of the agreement to the City and PARD?
 - How does this agreement compare with other YSO agreements?
 - PARB only recently approved the current agreement.
 - Utility subsidies to WAYA. (In-kind contribution of field maintenance and parkland improvements valued at \$10 M)
- Agreement Extension between the Texas Rowing Center and the City of Austin (Contract R000011) – Recommended to the Parks and Recreation Board that the PARD Director exercise the final five-year extension option of this agreement. (Revenue - \$210,699.86)
- Zilker Park Boat Rental - Recommended to the Parks and Recreation Board that the PARD Director exercise the final five-year extension option of this agreement. (Revenue - \$46,877.96)

Summary of Contracts Reviewed by Concessions and Contracts Committee -FY15

<u>Contract</u>	<u>Revenue</u>	<u>Expense</u>	<u>In-Kind Contributions</u>	<u>Parkland Improvements</u>
Interlocal Agreement between the Austin Independent School District and the City of Austin for the Use of PARD Baseball Fields			AISD Field Maintenance	\$451,453
Interlocal Agreement with Purdue University for Austin Nature & Science Center Exhibit		\$7,000		
Interlocal Agreement with Travis County for Onion Creek Preserve	--	--	--	--
Walter E. Long Metropolitan Park/Travis County Expo Center – Market and Feasibility Study		\$50,000 – City of Austin; \$50,000 - Travis County ; \$25,000 - Star of Texas Fair & Rodeo		
ADA Self-Assessment and System-Wide Transition Plan		\$239,521.50		
Lamar Beach at Town Lake Metropolitan Park – Master Planning Contract		\$226,081		
Lady Bird Lake Excursion Boat Revenue Contract	\$37,349			
Request for Proposals for Management and Operation of the Caswell Tennis Center	\$36,000			
Old Bakery and Emporium Park Concession Agreement	\$12,874.01			

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Parkland Improvement and Land Use Agreement between the City of Austin and the Lonestar Soccer Club of Austin			Lonestar Field Maintenance	\$150,000
Operation of a Food and Beverage Concession at Zilker Park	\$91,380			
Interlocal Cooperation Agreement between the City of Austin and the Austin Independent School District for the Ace Reading and Tutoring Program		\$100,000		
Amendment One to the August 2013 Parkland Improvement and Use Agreement with the West Austin Youth Association Regarding Lamar Beach and Town Lake Metropolitan Park		\$30,263.80 (annual utility expense)	WAYA Field Maintenance	\$10 M (field maintenance and parkland improvements)
Agreement Extension between the Texas Rowing Center and the City of Austin (Contract R000011)	\$210,699.86			
Zilker Park Boat Rental	\$46,877.96			

- **(3) Citizen Communication**

- Request that PARD make an assessment of damage created by sponsored events at Zilker Park, because of over programming and mismanagement of the park by the City of Austin.
- Proposal for the use of Decker Lake at Walter E. Long Metropolitan Park for sculling. The citizen noted that that with some investment, the lake could be suitable to host regional and national events that could provide a substantial economic impact to the City through visitor dollars spent on shelter, food and sundries.

- Request by soccer organization for consideration of its use of two soccer fields at Circle C Metropolitan Park and that the agreement with the Lonestar Soccer Club of Austin not limit the soccer fields use to this group exclusively.
- **(2) Special Reports**
 - Annual Concession Report – Provided memo to the Parks and Recreation Board for City Council regarding the performance and issues created through the provision of recreation services by concessions in Town Lake Park.
 - Annual Report Compilation

Part II – Annual Evaluation

1. Evaluate committee actions throughout the year to determine compliance with the mission statement.

The Committee has supported the Parks and Recreation Board's purpose and duties by reviewing items brought before it and advising the Board regarding its findings.

2. Summarize input from staff and citizens assessing committee's success in complying with their mission statement.

The Committee has received comments from the citizens of Austin regarding the items brought before it for review and has given those comments due consideration when making suggestions to the Board for action. Staff concurs with the Committee's actions in complying with its purpose and duties.

3. Recommendation on whether:

The committee should continue operation or be dissolved:

The Parks and Recreation Board Concessions and Contracts Committee has determined that it should continue to meet on an as-needed basis and provide recommendations to the full Board on issues related to department contract matters subject to action by the City Council.

Moreover, the Concessions and Contracts Committee will:

- Explore opportunities for innovative concessions to increase revenue and decrease expenses; and
- Explore the expansion of Committee's review of various types of concession contracts.