




## MEMORANDUM

**TO:** Mayor and City Council Members

**THROUGH:** Stephanie Hayden-Howard, LMSW, Assistant City Manager

**FROM:** Kimberly A. McNeeley, M.Ed., CPRP, Director  
Austin Parks and Recreation Department 

**DATE:** April 21, 2023

**SUBJECT:** Staff Update to Issuance of a Request for Proposals for a Concessionaire to Continue Boating Operations at the Dock at 2418 Stratford Drive (Resolution No. 20220728-192)

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This memorandum serves as a response to [Resolution No. 20220728-192](#) which directs the City Manager to issue a request for proposals for a concessionaire to continue boating operations at the dock at 2418 Stratford Drive, and to enter into a new concession contract prior to May 1, 2023. The City Manager must also ensure the terms of the new contract do not impede implementation of the relevant recommendations described in the Zilker Park Vision Plan or, if the Plan is not complete, the then-current draft.

The Parks and Recreation Department developed the Scope of Work, and the solicitation was published on November 9, 2022, and closed January 3, 2023, with four proposals submitted. On March 13, 2023, a recommendation for award for Texas Canoes and Kayaks was posted. The recommendation for the award to the selected vendor is currently under protest.

The contract with the current vendor, Rowing Dock, was set to expire on April 22, 2023, but was extended to allow for operations through September 4, 2023. The Rowing Dock is expected to remove property and equipment by October 31, 2023.

The Department continues to work with the Purchasing Office to complete the solicitation process. City Council is expected to consider the concession recommendation no later than September 4, 2023.

Should you have any questions, please contact my office at (512) 947-6717.

cc: Jesús Garza, Interim City Manager