



City of Sunnyvale

Agenda Item-No Attachments (PDF)

File #: 15-0178, Version: 1

REPORT TO COUNCIL

SUBJECT

Award of Contract for Youth Sports Classes and Camps (F15-74)

REPORT IN BRIEF

Approval is requested to award a contract to Skyhawks Sports Academy, Inc. for youth sports instructional classes and camps offered to the public through the Community Services Division of the Library and Community Services Department for a two-year period with an option to renew for one additional one-year period.

ENVIRONMENTAL REVIEW

N/A

BACKGROUND AND DISCUSSION

It is typical for the City to contract with private firms to teach classes and camps to the public. On May 22, 2012, Council awarded a contract to Skyhawks Sports Academy (RTC No. 12-127) for these services. The contract is due to expire on April 30, 2015, and staff, therefore, requests the award of a new contract.

The City has successfully contracted with Skyhawks Sports Academy for more than fifteen years, during which time the contractor has established a solid following. The contractor offers 25-30 summer camps and youth sports classes each year in a range of sports, including basketball, baseball, flag football, volleyball, track and field, and soccer. Enrollment in the programs significantly increased over the last contract period, from 449 participants in 2012 to 589 in 2014. It is hoped that enrollment will continue to increase during the next few years, but likely at a more modest pace.

Section 2.08.070 of the Sunnyvale Municipal Code allows exemptions from competitive bidding in certain circumstances, including professional or specialized services such as recreation instructors.

FISCAL IMPACT

Customarily, the City establishes not-to-exceed amounts for the purchase of goods and services. As this is a shared revenue contract with a goal of increasing instructional offerings, a not-to-exceed limit is unnecessary.

As in the last three years, Skyhawks Sports Academy will be paid 70% of the resident registration fee per participant for all classes and camps, less refunds. The remaining 30% (and non-resident differential) will be retained by the City. For the three years 2011/2012-2013/2014, total fee revenue for Skyhawks Sports Academy was \$215,980. Of this amount, \$163,372 was paid to the contractor and \$64,563 was retained by the City to offset the cost of providing facilities and equipment, promoting programs, registering participants, managing the contract, and responding to customer

inquiries. Total fee revenue for the new contract period should slightly increase, based on enrollment projections.

PUBLIC CONTACT

Public contact was made by posting the Council agenda on the City's official-notice bulletin board outside City Hall, at the Sunnyvale Senior Center, Community Center and Department of Public Safety; and by making the agenda and report available at the Sunnyvale Public Library, the Office of the City Clerk and on the City's website.

RECOMMENDATION

1) Award a contract to Skyhawks Sports Academy, in substantially the same form as the attached Draft Service Agreement, for a two-year period; and 2) Authorize the City Manager to renew the contract for one additional one-year period, provided services and pricing remain acceptable to the City.

Prepared by: Pete Gonda, Purchasing Officer

Reviewed by: Grace K. Leung, Director, Finance

Reviewed by: Daniel Wax, Superintendent of Community Services, Library and Community Services

Reviewed by: Robert A. Walker, Assistant City Manager

Approved by: Deanna J. Santana, City Manager

ATTACHMENTS

1. Draft Service Agreement