



## Legislation Text

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**File #:** RFP 18-002, **Version:** 1

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Authorization to issue a Request for Proposals (RFP) for soccer program services.

**Summary:**

The City is in the process of developing a Request for Proposals (RFP) from qualified youth sport organizations to offer soccer program services to the citizens of Deer Park.

The City has historically entered into annual youth Sport Organization Utilization Agreements for various youth sports activities in the community. In recent years, as well as currently, the City has entered into such an agreement with Quest for soccer. Since other youth sports organizations now offer soccer programs in Deer Park and are requesting the use of City-owned soccer fields, the RFP has discussed using an RFP as a mechanism to evaluate organizations offering soccer and for the City to select an organization to enter into a youth Sport Organization Utilization Agreement with.

On 12-19-17, the agreements that were set to expire on 12-31-17 were extended through 6-30-18 in order to allow time for the City to:

1. Develop new more sport-specific agreements for the various youth sports, and
2. Develop and issue an RFP and select a youth sports organization to enter into a new agreement with for soccer

A Soccer RFP Committee was formed consisting of Councilmember Martin, Councilmember Sinor, City Manager Stokes, Assistant City Manager Jackson, Parks and Recreation Director Sandberg, Assistant Parks and Recreation Director Zuniga, and Athletic and Aquatics Supervisor Stole. The Committee met on 2-22-18 and discussed the projected components, process, and timetable for the RFP. In order to meet the timeline of issuing the RFP, reviewing proposals, making a recommendation to the Parks and Recreation Commission and City Council and giving notice to the selected organization along with the new Sport Organization Utilization Agreement, the Committee recommends that the Council authorize the release of the RFP as soon as the Committee completes it.

The RFP Committee has not approved the RFP document or the final timeline yet but the RFP timeline for the RFP process could be as follows:

Request for Qualifications release - March 21, 2018

Pre-Proposal Meeting - April 5, 2018

Proposals due - April 12, 2018

Committee review - April 5 - 13, 2018

Committee interview process - April 16 - 20

Committee selection recommendation - April 23 - 27, 2018

Recommendation for award(s):

a. PARC Commission - May 7, 2018

b. City Council - May 15, 2018 (workshop)

c. City Council - June 5, 2018 (regular meeting)

Contract start date - July 1, 2018

Fiscal/Budgetary Impact:

None at this time.

Authorize the seeking of proposals for soccer program services.