



PARKS AND RECREATION COMMISSION AGENDA REPORT

MEETING DATE: AUGUST 10, 2011

ITEM NUMBER: 9b

SUBJECT: REVIEW OF STATEMENT OF QUALIFICATIONS (SOQ) FOR THE UPGRADE, OPERATION AND MAINTENANCE OF THE TEWINKLE PARK SPORTS COMPLEX

DATE: AUGUST 1, 2011

FROM: PUBLIC SERVICES DEPARTMENT

PRESENTATION BY: PETER NAGHAVI, DIRECTOR, PUBLIC SERVICES DEPARTMENT

FOR FURTHER INFORMATION CONTACT: ERNESTO MUÑOZ, CITY ENGINEER, (714) 754-5335

RECOMMENDATION

Review Statement of Qualifications (SOQ), receive presentations from each firm, and provide direction to staff.

BACKGROUND

The TeWinkle Park Sports Complex was completed in 2006, and includes one baseball field, three softball fields, a restroom/concession building, parking lot, and sports lighting. This facility is maintained and operated by City staff and used by youth and adult leagues, as well as for some of the more prominent high school games and tournaments.

At the request of Mayor Monahan, staff requested SOQ's from a few local firms that provide operation and maintenance services for athletic facilities to other public agencies. The requests for SOQ's were mailed on May 31, 2011, to five firms (Attachment 1). To date, a total of three SOQ's have been received (Attachment 2).

Interviews with the three firms that submitted SOQ's were completed by July 25, 2011. All three firms were asked the same series of questions (Attachment 3) and provided a variety of responses. Accordingly, staff has requested that each firm make a short presentation about their firms, overall qualifications, as well as their tentative commitment to our community. This process will allow the Commission the opportunity to ask questions and provide input.

As it is customary for projects like this, staff notified the adjacent residents within a 500' radius of the park and all the user groups that currently use the facility.

ANALYSIS

Staff requested SOQ's with the intent of exploring potential interest in a private-public partnership to maintain and operate the TeWinkle Park Sports Complex. The intent of this process is not to provide a detailed and specific level of commitment or operational and financial agreement. It is assumed that if the Commission would like to further consider this concept, the Commission could:

1. Request additional information.
2. Request a detailed operational and financial proposal, or
3. Forward any other recommendations to the City Council for their consideration.

ALTERNATIVES CONSIDERED

The Commission may opt to receive and file the submitted SOQ's.

FISCAL REVIEW

The fiscal impacts of this item will not be known until direction is given to staff on a specific path to follow and complete proposals are received and evaluated, and terms are negotiated.

LEGAL REVIEW

A legal review is not required for the first alternative. The City Attorney's office will be consulted if Council direction is given to develop a public-private partnership with a qualified firm.

CONCLUSION

Three SOQ's from firms that provide varying levels of maintenance and operation services to other public agencies are presented for your review and to provide direction to staff.

Ernesto Muñoz
City Engineer

Peter Naghavi, Director
Department of Public Services

Attachments: 1. [Copy of SOQ](#)
 2. [List of firms that submitted SOQ's](#)
 3. [Interview questions](#)