



Date: January 31, 2013

To: Thomas J. Bonfield, City Manager

Through: W. Bowman Ferguson, Deputy City Manager

From: Rhonda B. Parker, Director, Department of Parks and Recreation
Beth S. Timson, Assistant Director, Department of Parks and Recreation

Subject: Amendment to Contract for Booking Agent

Executive Summary

The Department of Parks and Recreation (DPR) began hiring booking agents for officials for athletic games and events in 2010. Several organizations are currently under contract, each managing officials for multiple sports. One of those organizations has now left the business; DPR is requesting a contract amendment for another of the contracted organizations to pick up the remaining period of the contract for officials for adult softball, increasing the contract amount for Fun2Ref by \$8,640.00, for 160 matches, to \$57,836.00.

Recommendation

The Department of Parks and Recreation recommends that the City Council authorize the City Manager to execute a contract amendment to the booking agent contract with Dan Dunbar and Lynn Dunbar dba as Fun2Ref for \$8,640.00 for a total contract amount of \$57,836.00.

Background

The Department of Parks and Recreation (DPR) began hiring booking agents for officials for athletic games and events in 2010. The department in earlier years had hired individual referees and officials, meaning that it processed several hundred contracts per year and was responsible for the contractors' training and standards in many different sports. It also became apparent that hiring many contract workers and requiring them to work at set times and for set hours was potentially causing a problem of compliance with federal labor laws. DPR followed standard City advertising practices for services and hired several booking agents, each of whom provided officials for at least one sport and several of whom provided officials for multiple sports.

In November, 2012, Tony Robinson (dba as The Right Call) notified DPR of his intent to terminate his contract for providing officials for adult softball. Of the other contractors, only Fun2Ref expressed an interest in adding this sport into its portfolio; this contractor has provided excellent service to co-educational softball leagues to date and staff are comfortable that Fun2Ref can handle this service.

Issues/Analysis

Robinson's termination of the contract at this point in the year leaves little time for DPR to find alternatives. Spring softball season is scheduled to begin in March. Robinson's officials were United States Sanctioned Softball Association (USSSA) members and Fun2Ref's are not, but none of the registered adult teams has expressed any concern about that difference. In fact, for the teams, the registration fee will be \$20.00 per team cheaper; and each team can still individually get sanctioned by USSSA for tournament play if it so desires.

Alternatives

The City Council could choose not to authorize the City Manager to execute this contract amendment. DPR would then be in a position of cancelling spring softball league play for several hundred players.

Financial Impact

The difference between the total of the two previous contracts (including Robinson's cancelled contract) and the new contract plus the proposed contract amendment with Fun2Ref is an increase of \$100.00. The department's budget has those funds for this expense.

DBE Summary

When Fun2Ref received its original contract in August, 2012, the Department of Equal Opportunity/Equity Assurance reviewed its proposal and determined that it was in compliance with the Ordinance to Promote Equal Business Opportunities in City Contracting.

Cc: Contract Amendment