

CITY COUNCIL AGENDA MEMORANDUM

SUBJECT

Resolution No. 8323, authorizing execution of a four-year general services contract with Anna Racioppo, for Taekwondo instruction at the South Bellevue Community Center.

FISCAL IMPACT

This contract will obligate the City to an amount up to \$176,000 over four years expiring December 31, 2015. This contract is fully recovered by program user fees. Under the terms of the contract, total revenues received are split between the contractor (60%) and the City (40%).

The City's portion of revenue from this contract is approximately \$70,000 over four years. As an existing program, funding for this contract has already been included in the adopted 2011-2012 budget. Funding for future years will be included as part of the biennial budget process.

STAFF CONTACTS

Terry Smith, Assistant Director, x5379
Brad Bennett, Program Manager, x2813
Joan Perugini, Fitness Coordinator, x4240
Parks & Community Services Department

POLICY CONSIDERATION

Bellevue City Code 4.28 provides for the fair and equitable treatment of persons in the purchasing process. Because the total amount of the contract exceeds \$50,000, Council approval is required.

BACKGROUND

South Bellevue Community Center has been in operation since December 2005, with an emphasis on health and fitness. Martial Arts classes are one of the popular fitness classes offered in our diverse neighborhood. The mixed ages Taekwondo program serves up to 90 youth and adults with many parents and children attending together. This type of progressive program is successful in large part due to the strong and established instructor-student relationship. These relationships foster a learning environment that encourages students to move up the various levels. Past contracts have been written for one-year terms. For the purpose of instructor continuity, efficiencies, and because of the low response of qualified and interested instructors, a four-year contract is requested with this individual who is willing to engage in a longer-term contract.

CONTRACTOR SELECTION

Consistent with City contracting policy for recreation instructors, all providers listed on the Shared Regional Roster for Recreation Services received notification that the City was seeking qualified Taekwondo instructors for the program at South Bellevue Community Center.

Three candidates requested a submittal packet which asked for their certifications, experience, proposed fee/payment structure, marketing plan, instructor-student ratio, and references. One candidate, Anna Racioppo, completed the submittal packet and meets the criteria above; therefore, staff is requesting approval to execute this contract.

EFFECTIVE DATE

If adopted by Council, this Resolution will become effective immediately. The effective date of this contract will be January 2, 2012 through December 31, 2015.

OPTIONS

1. Adopt Resolution No. 8323, authorizing execution of a four-year general services contract with Anna Racioppo, for Taekwondo instruction at the South Bellevue Community Center.
2. Do not adopt Resolution No. 8323, and provide alternative direction to staff.

RECOMMENDATION

Adopt Resolution No. 8323, authorizing execution of a four-year general services contract with Anna Racioppo, in the amount of \$176,000, for Taekwondo instruction at the South Bellevue Community Center.

MOTION

Move to adopt Resolution No. 8323, authorizing execution of a four-year general services contract with Anna Racioppo, in the amount of \$176,000, for Taekwondo instruction at the South Bellevue Community Center.

ATTACHMENT

Proposed Resolution No. 8323

AVAILABLE IN COUNCIL OFFICE

Contract

CITY OF BELLEVUE, WASHINGTON

RESOLUTION NO. 8323

A RESOLUTION authorizing execution of a four year general services contract with Anna Racioppo, in the amount of \$176,000, for Taekwondo Instruction at the South Bellevue Community Center.

THE CITY COUNCIL OF THE CITY OF BELLEVUE, WASHINGTON, DOES RESOLVE AS FOLLOWS:

Section 1. The City Manager or his designee is hereby authorized to execute a four year general services contract with Anna Racioppo, in the amount of \$176,000, for Taekwondo Instruction at the South Bellevue Community Center, a copy of which general services contract has been given Clerk's Receiving No. _____.

Passed by the City Council this _____ day of _____, 2011, and signed in authentication of its passage this _____ day of _____, 2011.

(SEAL)

Don Davidson, DDS
Mayor

Attest:

Myrna L. Basich, City Clerk