



# *CITY COUNCIL AGENDA REPORT*

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MEETING DATE: OCTOBER 4, 2011

ITEM NUMBER: NB-1

**SUBJECT:** SELECTION OF A QUALIFIED FIRM FOR THE UPGRADE, OPERATION AND MAINTENANCE OF THE TEWINKLE PARK ATHLETIC COMPLEX

**DATE:** SEPTEMBER 22, 2011

**FROM:** PUBLIC SERVICES DEPARTMENT/ENGINEERING DIVISION

**PRESENTATION BY:** ERNESTO MUNOZ, INTERIM DIRECTOR, PUBLIC SERVICES DEPARTMENT

**FOR FURTHER INFORMATION CONTACT:** BART MEJIA, PARKS PROJECT MANAGER,  
(714) 752-5291

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## **RECOMMENDATION:**

1. Approve the formation of the TeWinkle Park Athletic Complex Task Force.
2. Evaluate Statements of Qualifications for the possible selection of a qualified firm for the upgrade, operation and maintenance of the TeWinkle Park Athletic Complex, and provide direction to staff.

## **BACKGROUND:**

The TeWinkle Park Athletic Complex is located at 980 Arlington Drive. The facility was fully reconstructed in 2006, and features one baseball field, three softball fields, a restroom/concession building, parking lot, and sports lighting (Attachment 1). This facility is maintained and operated by City staff and utilized 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 Statement of Qualifications (SOQ) from local firms that provide operation and maintenance services for athletic facilities to other public agencies. The requests for SOQ's were mailed to five firms on May 31, 2011. A total of three SOQ's were received.

At the August 10, 2011 Parks and Recreation Commission Special Meeting, the Commission was presented with a report describing the results of the request for SOQ for the upgrade, operation and maintenance of the TeWinkle Park Athletic Complex. At the meeting, the Commission received public comments and each of the firms that submitted SOQ's made presentations that outlined their proposed services and shared ideas for this facility. The Commission directed staff to bring back a report outlining the procedure for the formation of a committee or task force to look into this concept in more detail. This item is scheduled to be considered at the Parks and Recreation Commission Meeting of September 28, 2011.

Copies of the responses to the City's Request for Qualifications are available on the City website at the following location: <http://www.ci.costa-mesa.ca.us/recreation/park-projects/CMParkProjects.htm> and the presentations are also available on the City's website in video format under archived videos for the Parks and Recreation Commission 2011 Meetings (August 10, 2011).

**ANALYSIS:**

The opportunity to develop a public-private partnership for the upgrade, operation and maintenance of the TeWinkle Park Athletic Complex where the City would have the ability to maintain its current service levels and realize operational savings is both appealing and possible. In order to set up the public-private partnership, certain concessions may need to be made such as additional hours of operation, allowances for different sports and activities, and possible changes to the TeWinkle Park Master Plan. The formation of a task force to assist and make recommendations to the elected and appointed bodies for the proposed public-private partnership will allow for the incorporation of their input prior to the execution of an agreement.

The firms that responded to the City's request for SOQ have been invited to tonight's City Council Meeting and have been offered the option to make presentations, and to be available to answer any questions.

**ALTERNATIVES CONSIDERED:**

Receive and file.

**FISCAL REVIEW:**

There is no fiscal impact to form the proposed task force or to negotiate an agreement. It is anticipated that legal fees will be incurred in the drafting of the agreement. The estimated cost for this task is unknown at this time.

**LEGAL REVIEW:**

The City Attorney's Office will be consulted in the formation of the task force and the development of agreements.

**CONCLUSION:**

Staff recommends the formation of the TeWinkle Park Athletic Complex Task Force and requests direction as it pertains to the SOQ's received.

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**BART MEJIA**  
Parks Project Manager

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**ERNESTO MUNOZ**, Interim Director  
Public Services Department

ATTACHMENT: 1. [Aerial view of TeWinkle Park Athletic Complex](#)

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