



City of San Antonio

Agenda Memorandum

File Number:

Agenda Item Number: 21

Agenda Date: February 16, 2023

In Control: City Council A Session

DEPARTMENT: Parks & Recreation Department

DEPARTMENT HEAD: Homer Garcia III

COUNCIL DISTRICTS IMPACTED: District 5, District 7

SUBJECT:

License Agreement with The Expedition School

SUMMARY:

This ordinance authorizes the Parks and Recreation Department to execute a License Agreement with The Expedition School for non-motorized watercraft rentals at Elmendorf Lake Park in Council District 5 and Woodlawn Lake Park in Council District 7. Revenue generated from this agreement in the amount of \$1,000.00 annually will be deposited into the General Fund.

BACKGROUND INFORMATION:

Through various community events and feedback, the community expressed desire for additional recreational watercraft amenities such as kayaking. On May 11, 2022, in support of the community requests, two Requests for Proposals (RFP) were released for Management and Operations for Kayaking Concessions at Elmendorf Lake Park and Woodlawn Lake Park.

The RFP's were advertised in the San Antonio Express-News, TVSA, the City's Bidding & Contracting Opportunities website, the San Antonio e-Procurement System (SAEPS), and email notifications were released to a list of potential respondents. Responses were due on June 1, 2022. A total of three (3) responses were received for the RFP – Management and Operations for

Kayaking Concession at Elmendorf Lake Park and were deemed eligible for review. A total of four (4) responses were received for the RFP – Management and Operations for Kayaking Concessions at Woodlawn Lake Park and were deemed eligible for review. On July 13, 2022, all submittals were reviewed by the evaluation committee members which included representatives from the City of San Antonio Parks and Recreation Department, City of Austin Parks and Recreation Department, and the San Antonio River Authority. The submittals were evaluated and scored on Background, Experience, and Qualifications (30 points); Proposed Plan (50 points); Financial Information (20 points).

The evaluation committee recommends The Expedition School to provide non-motorized watercraft rentals and programming at both Elmendorf Lake Park and Woodlawn Lake Park. Additional locations can be added administratively.

The Expedition School was founded in 2006 and, in addition to non-motorized watercraft rentals, they provide quality, accessible, and affordable outdoor education programs. It provides unique, hands-on, engaging, and professional water safety courses. Additionally, The Expedition School is committed to the environment. Since 2006, they have removed over five tons of trash in and around Lady Bird Lake in Austin and will bring this level of conservation to San Antonio.

The Expedition School will be expanding operations to the City of San Antonio. In addition to non-motorized watercraft rentals, they will offer outdoor structured programming. Rentals include canoes, single and tandem kayaks, and stand up paddle boards. Programming includes adaptive paddling, health and wellness programs, and camps.

The License Agreement shall have an initial three (3) year term which shall commence immediately upon execution by the parties, with two (2) additional one (1) year administrative renewals. The Expedition School will provide management and operational services for non-motorized watercraft rentals and programming. Additionally, they will be responsible for equipment repairs, maintenance, and replacement. The Expedition School will be permitted to operate this recreational vending opportunity with proceeds benefiting their program and used to offset the cost of operations and maintenance. The waterways will continue to be available for citizens to access with their own non-motorized watercraft, as such, the City will continue to maintain the launching points and docks.

ISSUE:

This ordinance authorizes the Parks and Recreation Department to execute a License Agreement with The Expedition School for non-motorized watercraft rentals at Elmendorf Lake Park in Council District 5 and Woodlawn Lake Park in Council District 7. This action is consistent with the adopted SA Parks System Plan by leveraging community partnerships to expand recreational opportunities in the community.

ALTERNATIVES:

City Council could elect not to approve this action resulting in limited public access to additional recreational amenities offered to the community.

FISCAL IMPACT:

This ordinance authorizes the execution of a License Agreement with The Expedition School for non-motorized watercraft rentals at Elmendorf Lake Park and Woodlawn Lake Park for an initial three year term in the amount of \$1,000.00 annually. The License Agreement has the option for up to two additional one year administrative renewals with each renewal at \$1,000.00 annually. The license fees generated by this agreement will be deposited to the General Fund.

RECOMMENDATION:

Staff recommends approval to execute a License Agreement with The Expedition School for non-motorized watercraft rentals at Elmendorf Lake Park in Council District 5 and Woodlawn Lake Park in Council District 7.

This contract is procured by the means of Request for Proposals, and the Contracts Disclosure Forms are attached.