

December 4, 2017

CITY COUNCIL AGENDA MEMORANDUM

SUBJECT

Resolution authorizing execution of a general services contract with NW Teambuilding for the operation of programs and services on the Bellevue Challenge Course & Zip Tour at Eastgate Park.

FISCAL IMPACT

This agreement authorizes the City to contract with NW Teambuilding to provide fee-based programs, services, and camps on the Bellevue Challenge Course & Zip Tour. The contract will extend from January 1, 2018 through December 31, 2022, and has a total estimated value to the contractor of \$2,250,000 over a five-year period. The City will remit to NW Teambuilding a percentage of net revenue (65-90 percent) from challenge course and zip tour programs, services, and camps that NW Teambuilding supervises. The revenues and expenses associated with operating the challenge course are included in the adopted 2017-2018 Budget, and funding for future years will be requested as part of the City budget process.

STAFF CONTACTS

Shelley Brittingham, Assistant Director, 452-5213

Brad Bennett, Program Manager, 452-2813

Parks & Community Services Department

POLICY CONSIDERATION

City Contracting Policies:

Bellevue City Code 4.28 provides for the fair and equitable treatment of persons in the purchasing process. Because of the aggregate value of this contract, Council approval is required.

BACKGROUND

The Bellevue Challenge Course was completed in early 2006 as part of the overall construction of the South Bellevue Community Center at Eastgate Park. The challenge course has been operated under a contract with Andrews Consulting, LLC since 2006, providing approximately 325 programs to 8,800 participants. The current contract with Andrews Consulting expires on December 31, 2017.

Consistent with City contracting policy, a Request for Proposals (RFP) was issued in August 2017 for the purpose of soliciting competitive proposals from qualified operators for the challenge course and zip tour. The most qualified operators known in the area were made aware of the opportunity to operate the challenge course and zip tour. NW Teambuilding was the only operator to submit a proposal and a team reviewed the proposal based on criteria outlined in the RFP. NW Teambuilding (formerly Andrews Consulting, LLC) was selected as the preferred vendor.

NW Teambuilding will operate all challenge course and zip tour programs and will receive between 65-90 percent of net revenue generated from the programs. The varying percentages take into account the type of program offered and whether the program will serve youth, adult, or non-profit groups. The contract will be reviewed annually to discuss operational and marketing goals.

EFFECTIVE DATE

If approved, this Resolution becomes effective immediately upon Council adoption.

OPTIONS

1. Adopt the Resolution authorizing execution of a general services contract with NW Teambuilding for the operation of programs and services on the Bellevue Challenge Course & Zip Tour at Eastgate Park.
2. Do not adopt the Resolution and provide alternative direction to staff.

RECOMMENDATION

Option 1

MOTION

Move to adopt Resolution No. 9336 authorizing execution of a general services contract with NW Teambuilding for the operation of programs and services on the Bellevue Challenge Course & Zip Tour at Eastgate Park.

ATTACHMENT

Proposed Resolution No. 9336

AVAILABLE IN COUNCIL DOCUMENT LIBRARY

Copy of Contract