



City Council Memorandum

City of Arts & Innovation

TO: HONORABLE MAYOR AND CITY COUNCIL DATE: JULY 20, 2021

FROM: PARKS, RECREATION AND COMMUNITY SERVICES DEPARTMENT WARDS: ALL

SUBJECT: AGREEMENT FOR YOUTH AND ADULT SOCCER LEAGUE MANAGEMENT WITH EMPIRE SOCCER, BEGINNING MAY 1, 2021, THROUGH JUNE 30, 2023, WITH THE OPTION TO EXTEND THREE ADDITIONAL ONE-YEAR TERMS

ISSUE:

Approve an agreement with Empire Soccer, of Riverside, California, to manage the City of Riverside's Adult and Youth Soccer Program for the period of May 1, 2021, through June 30, 2023, with the option to extend for three additional one-year terms.

RECOMMENDATIONS:

That the City Council:

1. Approve the agreement with Empire Soccer, for the period of May 1, 2021, through June 30, 2023, to administer, manage, and operate services for the City's adult and youth soccer program; and
2. Authorize the City Manager, or his designee, to execute the Agreement with Empire Soccer, including make minor and non-substantive changes and contract extensions.

BACKGROUND:

An agreement with Empire Soccer is necessary to administer, manage, and operate the City's year-round adult and youth soccer program at the Bobby Bonds Park synthetic turf field. The Parks, Recreation and Community Services Department also offers youth soccer at other City parks.

On June 14, 2016, City Council approved the agreement for Empire Soccer to manage the City's year-round adult and youth soccer program through June 30, 2019, with two one-year extensions, for a total term of 5 years expiring on June 30, 2021.

DISCUSSION:

On March 4, 2021, staff released Request for Proposal (RFP) No. 2079 to continue offering a year-round adult and youth soccer program. The RFP was posted on Planet Bids for all prospective vendors registered with the City of Riverside as well as other agencies and anyone registered with Planet Bids. The proposals were due on March 31, 2021; Empire Soccer was the only responsive proposal received. The selection committee comprised of Staff from the Finance and Parks, Recreation and Community Services Departments reviewed and evaluated the proposal for qualifications, experience, financial stability, Management Operation, and shared revenue. The City staff underwent negotiations with Empire Soccer. After careful consideration it was recommended that the City proceed with an agreement with Empire Soccer.

Empire Soccer is an experienced provider with over 20 years of soccer league management experience. In addition to the City of Riverside, Empire Soccer currently manages soccer leagues and tournaments for the County of Riverside and the City of Rancho Cucamonga. By contracting with Empire Soccer, the City of Riverside is able to provide high quality adult and youth soccer programs and allow staff to work with a knowledgeable and experienced contractor in the management of the City's soccer programs.

Key points and scope of work of the agreement include:

- 27.5% of gross receipts from adult team registration shall be paid to the City;
- 22.5% of gross receipts from youth team registration shall be paid to the City;
- Marketing of soccer program will be provided by contractor and approved by the City; and
- Contractor will be responsible for all pre-season preparation including registration, recruitment, training, supervision of soccer officials, officiating services, league coordination, daily field preparation and monitoring, provision of equipment, and trophies as specified in the Scope of Services.

The Purchasing Manager concurs that the recommendation to award is in compliance with Purchasing Resolution No. 23256.

FISCAL IMPACT

The fiscal impact of this recommendation is estimated to be \$150,000 for the life of this agreement. Estimated revenue is \$30,000 per year for this contract. Revenue will be budgeted in the General Fund, Special Recreation Program Account No. 5205000-343510

Prepared by: Adolfo Cruz, Parks, Recreation and Community Services Director
Certified as to
availability of funds: Edward Enriquez, Chief Financial Officer/City Treasurer
Approved by: Rafael Guzman, Assistant City Manager
Approved as to form: Kristi J. Smith, Interim City Attorney

Attachment: Agreement/Scope of Services with Empire Soccer