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**Council Meeting Date:**

**Agenda Item: 7(f)**

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**CITY COUNCIL AGENDA ITEM**  
CITY OF SHORELINE, WASHINGTON

<b>AGENDA TITLE:</b> Skyhawks Sports Academy, Inc. Contract Authorization <b>DEPARTMENT:</b> Parks, Recreation and Cultural Services <b>PRESENTED BY:</b> Richard Deal, Director
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**PROBLEM/ISSUE STATEMENT:**

The Parks, Recreation and Cultural Services Department would like to contract with Skyhawks Sports Academy, Inc. to offer instructional services and equipment for twenty three youth sports camps in Shoreline this summer, June 27-August 26. The PRCS department does not have the staff necessary to provide these services for 500+ participants. Programs include basketball, baseball, volleyball, tennis and cheerleading. In past years, The Department has utilized Skyhawks, however, Skyhawks collected all funds and returned a check to the City for their portion. In order to have more control over the program and to assure that all students are registered in CLASS, the City has opted to contract with Skyhawks. They will receive 80% of the revenues and the City retains 20%. The PRCS Department recommends the selection of the Skyhawks Sports Academy, Inc. as the sole source vendor to provide these services. Since the contract exceeds department signing limit, Staff seek Council authorization for the City Manager to sign the contract. The contract will not exceed \$75,000.

**ALTERNATIVES ANALYZED:**

Skyhawks Sports Academy is the only practical supplier from which to obtain these instructional services for youth sports camps in the Shoreline area. Skyhawks is providing these same services this summer for the Shoreline/South County YMCA and various other municipalities throughout the Puget Sound region.

**FINANCIAL IMPACT:**

Funding for Skyhawks was included in the 2005 Parks, Recreational and Cultural Services Department Budget.

**RECOMMENDATION**

Staff recommends that Council select Skyhawks Sports Academy, Inc. as the sole source vendor to provide instructional services for twenty three youth sports camps in Shoreline this summer and that the City Manager be authorized to enter into that contract, not to exceed \$75,000.

Approved By:

City Manager 

City Attorney 

**EXHIBIT A  
CITY OF SHORELINE  
RECREATION SERVICES AGREEMENT**

**CONSULTANT RESPONSIBILITIES**

1. Provide the following instructional services at the Shoreline Center campus for: youth summer sports camps for participants ages 4-12, (including basketball, soccer, tennis, cheerleading, and volleyball)
2. Take reasonable measures to assure safety for participants.
3. Maintain attendance records for each class session.
4. Protect and secure facilities used for programs.
5. Attach City's Liability release statement on all printed promotional material
6. Provide all supplies/materials required for class for participants and not store equipment on facility site without approval of Recreation Coordinator.
7. Receive authorization from Recreation Coordinator prior to distributing any promotional materials in class.
8. Provide (at Instructor's expense) a qualified substitute pre-approved by the Recreation Coordinator if unable to conduct a scheduled class.

**CITY SUPPORT**

1. Provide Consultant with an appropriate facility/location for the class.
2. List classes in the seasonal *Recreation Guide* and distribute other promotional flyers and information through the usual sources (i.e. libraries, schools, mailing lists, etc.).
3. Handle all registration for this program.
4. Deliver participant roster to instructor prior to first class session.

**CLASS SIZE**

Minimum enrollment for class to be held is: 12

If minimum is not met prior to first class meeting, class cancellation will be at the discretion of Recreation Coordinator.

**PAYMENT FOR SERVICES**

City shall pay Consultant as follows (check option selected):

- ☐ **OPTION #1:** The sum of \_\_\_\_\_ dollars as full compensation for providing services.
- ☐ **OPTION #2:** The sum of \_\_\_\_\_ dollars per hour as full compensation for providing services. Total hours not to exceed \_\_\_\_\_.
- ☐ **OPTION #3:** The sum of 80% of the fees collected in each class as full compensation for providing services.
- 100% of the Non-Resident Fee surcharge will be retained by the City
  - \$80.80 remitted to the Consultant for each \$101 class fee collected
  - \$71.20 remitted to the Consultant for each \$89 class fee collected
- Total sum not to exceed \$75,000
- ☐ **OPTION #4:** The sum of \_\_\_\_\_ dollars per hour as full compensation for providing services. Total hours not to exceed \_\_\_\_\_.

The City shall remit to the Consultant the fees collected upon completion of the program on a monthly basis. Payment shall be rendered by the 15<sup>th</sup> of the month following each month and shall include final enrollment rosters to document fees remitted.

**CERTIFICATE OF INSURANCE:**

  X   Required  
       Not Required

Key Needed? (circle one)    YES                      NO    If yes, complete check-out card? \_\_\_\_\_

**PROGRAM SPECIFICATIONS**

Sports	Dates	Course#	Locations	Times	Ages	Fees	Non-Res	Min/Max
<b>Soccer</b>								
Skyhawks: Soccer	Jun 27-Jul 1	18863	Shoreline Center Grass Field	9AM-12PM	7 - 12	\$101	\$111	12 / 56
Skyhawks: Soccer	Jul 18-22	18864	Shoreline Center Grass Field	9AM-12PM	7 - 12	\$101	\$111	12 / 56
Skyhawks: Soccer	Aug 22-26	18866	Shoreline Center Grass Field	9AM-12PM	7 - 12	\$101	\$111	12 / 56
<b>Basketball</b>								
Skyhawks: Basketball	Jul 11-15	18867	Shoreline Center Gym	9AM-12PM	7 - 12	\$101	\$111	12 / 40
Skyhawks: Basketball	July 25-29	18868	Shoreline Center Gym	9AM-12PM	7 - 12	\$101	\$111	12 / 40
Skyhawks: Basketball	Aug 15-19	18869	Shoreline Center Gym	9AM-12PM	7 - 12	\$101	\$111	12 / 40
<b>Mini-Hawk (Soccer, Baseball &amp; Basketball)</b>								
Mini-Hawk: Multi-Sport	Jun 27-Jul 1	18854	Shoreline Center Gym	1PM-4PM	4 - 7	\$101	\$111	12 / 30
Mini-Hawk: Multi-Sport	Jul 5-8 (4 days)	18855	Shoreline Center Gym	1PM-4PM	4 - 7	\$89	\$98	12 / 30
Mini-Hawk: Multi-Sport	Jul 11-15	18856	Shoreline Center Gym	1PM-4PM	4 - 7	\$101	\$111	12 / 30
Mini-Hawk: Multi-Sport	Jul 18-22	18857	Shoreline Center Gym	1PM-4PM	4 - 7	\$101	\$111	12 / 30
Mini-Hawk: Multi-Sport	Jul 25-29	18858	Shoreline Center Gym	1PM-4PM	4 - 7	\$101	\$111	12 / 30
Mini-Hawk: Multi-Sport	Aug 1-5	18859	Shoreline Center Gym	1PM-4PM	4 - 7	\$101	\$111	12 / 30
Mini-Hawk: Multi-Sport	Aug 8-12	18860	Shoreline Center Gym	1PM-4PM	4 - 7	\$101	\$111	12 / 30
Mini-Hawk: Multi-Sport	Aug 15-19	18861	Shoreline Center Gym	1PM-4PM	4 - 7	\$101	\$111	12 / 30
Mini-Hawk: Multi-Sport	Aug 22-26	18862	Shoreline Center Gym	1PM-4PM	4 - 7	\$101	\$111	12 / 30
<b>Sports</b>	<b>Dates</b>	<b>Course#</b>	<b>Locations</b>	<b>Times</b>	<b>Ages</b>	<b>Fees</b>	<b>Non-</b>	<b>Min/</b>

						Res	Max	
<b>Multi-Sport (Soccer, Baseball &amp; Basketball)</b>								
Skyhawks: Multi-Sport	Aug 1-5	19102	Shoreline Center Gym	9AM-12PM	7 - 12	\$101	\$111	12 / 40
<b>Tennis</b>								
Skyhawks: Tennis	Jul 5-8 (4 days)	18870	Shoreline Center Tennis Courts	9AM-12PM	7 - 12	\$89	\$98	12 / 30
Skyhawks: Tennis	Jul 25-29	18872	Shoreline Center Tennis Courts	9AM-12PM	7 - 12	\$101	\$111	12 / 30
Skyhawks: Tennis	Aug 8-12	18873	Shoreline Center Tennis Courts	9AM-12PM	7 - 12	\$101	\$111	12 / 30
Skyhawks: Tennis	Aug 22-26	18874	Shoreline Center Tennis Courts	9AM-12PM	7 - 12	\$101	\$111	12 / 30
<b>Volleyball</b>								
Skyhawks: Volleyball	Jul 18-22	18876	Shoreline Center Gym	9AM-12PM	7 - 12	\$101	\$111	12 / 36
Skyhawks: Volleyball	Aug 8-12	19101	Shoreline Center Gym	9AM-12PM	7 - 12	\$101	\$111	12 / 36
<b>Cheerleading</b>								
Skyhawks: Cheerleading	Jul 5-8 (4 days)	18875	Shoreline Center Gym	9AM-12PM	7 - 12	\$89	\$98	12 / 30

## CAMP 'US' SUMMER DAYCAMP

These co-sponsored youth sport camp programs are separate components of the new CAMP 'US' for Kids this summer at the Shoreline Center complex. Families are invited to pick and choose from a full day of activities, located at the Shoreline Center campus. Participants may want to spend the entire day with Recreation staff at the Shoreline Center for about \$47 per day (AM care as early as 7:00a.m. and PM care as late as 6:00p.m.), or simply enroll in the youth sport camp program(s) that best fits their summer, family needs. It's their choice! Clients are encouraged to call 206-418-3383 or visit [www.cityofshoreline.com/parks](http://www.cityofshoreline.com/parks) for further details and CAMP 'US'.

## SOCCER CAMP

Age: 7-12 years. Co-sponsored with Skyhawks. This morning academy progressively teaches the fundamental skills, and the fun of playing soccer. Exercises, games, and scrimmages are all utilized to teach passing, dribbling, shooting and the offensive and defensive techniques of the world's most popular sport. Participant to coach ratio is approximately 14:1. Each player will receive a soccer ball and a T-shirt. Participants are encouraged to bring shin guards, two snacks, a water bottle, running shoes, and sunscreen.

## BASKETBALL CAMP

Age: 7-12 years. Co-sponsored by Skyhawks. At this morning Skyhawks basketball camp, players have a great time as they refine their passing, shooting, and dribbling skills. Participants put their newly acquired basketball skills to the test at an end of the week tournament. Participant to coach ratio is approximately 10:1. Each participant receives a basketball and a T-shirt. Campers are encouraged to bring a snack, water bottle, and court shoes.

## MINI-HAWK CAMP

Age: 4-7 years. The co-sponsored Skyhawk Mini-Hawk program helps participants explore soccer, baseball, and basketball. There is not pressure, just lots of fun! Young athletes participate in all three sports through unique Skyhawks' games. The coaching staff is trained to meet the special needs of young children while helping them to start off on the right foot as they take their first steps into athletics. Participant to coach ratio is approximately 8:1. Mini-Hawk participants will receive a mini-basketball and a T-shirt. Participants are encouraged to bring two snacks, a water bottle, sunscreen, and running shoes.

### **MULTI-SPORT CAMP**

Age: 7-12 years. Co-sponsored with Skyhawks. This morning multi-sport program is designed for the all-around player interested in several sports, including soccer, baseball, and basketball. This fast-paced program is designed to teach the fundamentals of these three sports in a fun and enjoyable atmosphere. Participants are challenged daily in each of the three sports by structured exercises and fun games. Participant to coach ratio is approximately 12:1. Campers will receive a sport ball and a T-shirt. Participants are encouraged to bring shin guards, two snacks, a water bottle, running shoes, and sunscreen.

### **TENNIS CAMP**

Age: 7-12 years. Co-sponsored with Skyhawks. This morning tennis program focuses on the fundamental skills needed to participate in a lifelong sport. Participants learn the proper techniques of grip, footwork, groundstrokes, volleys, overheads and serves. Players will also learn the rules and etiquettes of the game. Participants to coach ratio is approximately 8:1. Campers must bring a tennis racket, snack, water bottle, court shoes, and sunscreen. Each participant receives a T-shirt.

### **VOLLEYBALL CAMP**

Age: 7-12 years. Co-sponsored by Skyhawks. This morning volleyball academy focuses on serving, hitting, spiking, and setting using fun games and activities to engage the enthusiasm of the novice or experienced player. This program is co-ed and skill based. Participants to coach ratio is approximately 10:1. Campers are encouraged to bring knee pads, a snack, a water bottle, and court shoes. Each participant will receive a camp T-shirt.

### **CHEERLEADING CAMP**

Age: 7-12 years. Co-sponsored by Skyhawks. This morning cheerleading camp offers a week of cheers, chants, and fun games! Participants will learn proper motion and jumping techniques for all aspects of cheering. The week will end with a Friday performance for friends and family. Participants to coach ratio is approximately 15:1. Participants will receive a set of pom poms and a T-shirt. Cheerleaders at this camp are encouraged to bring a snack, a water bottle, and court shoes to wear.

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