
MEMORANDUM

To: Mayor and City Council

From: Brent Walker

Date: 3/14/2011

Subject: **RFP 11-01 Brook Run Skate Park Concessionaire Award**

ITEM DESCRIPTION

Approval of a contract for with John Karg dba: "Woody's Halfpipe" to manage concessionaire services such as selling refreshments and merchandise, vending, equipment repair and equipment rental at the Brook Run Skate Park.

BACKGROUND

Under the management arrangement inherited from DeKalb County's operation of the skate park, the facility is managed by an independent contractor and staffed by County employees that currently cost the City in excess of \$4000 per month with revenues from admission fees averaging only \$2,000 per month.

The proposed contract stipulates a revenue sharing arrangement whereby the City will receive 5% of the monthly gross profit for a period of 12 months beginning April 1, 2011 with the option for renewal for two additional 12 month periods. The City will review revenue and costs after the initial 12 month term to determine if the contract should continue under the original terms or be renegotiated to increase revenue to the City.

The skate park will be opened as a free facility available to the public all hours that the park is open. The concessionaire will staff the facility 38 hours a week during the school year and 56 hours a week during the summer.

RECOMMENDED ACTION

Staff believes the proposed arrangement allows for a responsible presence in the skate park and a higher level of service to the patrons while relieving the City of personnel costs. Staff respectfully requests that Council: (1) award a contract to John Karg dba: "Woody's Halfpipe" (2) authorize the City Manager and Staff to execute the necessary documents.