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DEPARTMENT OF  
PARKS AND RECREATION  
  
RECREATION & HUMAN  
SERVICES

CITY OF SACRAMENTO  
CALIFORNIA

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June 25, 2003

AG 2003-125

City Council  
Sacramento, California

Honorable Members in Session:

**SUBJECT: SUSPEND COMPETITIVE BIDDING AND AUTHORIZE THE CITY MANAGER TO NEGOTIATE AND ENTER INTO A CONSULTANT SERVICES AGREEMENT WITH BECKY CASTRO OF TINY TOTS FOR LEISURE ENRICHMENT SERVICES.**

**LOCATION AND COUNCIL DISTRICT:** Various Locations; Council Districts 1, 4 & 6

**RECOMMENDATION:**

This report recommends that Council, by resolution (page 4):

- Suspend formal competitive bidding (2/3 vote required) and approve the sole source of a consultant services agreement for leisure enrichment services with Becky Castro of Tiny Tots, and
- Reset the City Manager's signature authority, and authorize the City Manager to enter into a contract totaling no more than \$167,000 annually with Tiny Tots for leisure enrichment services.

**CONTACT PERSON:** Ralph Pettingell, Recreation & Human Services Manager, 277-6173

**FOR COUNCIL MEETING OF:** July 17, 2003

**SUMMARY:**

This report requests authorization to enter into a 3 year contract with Tiny Tots, without the formal competitive bidding process, to maintain and continue existing fee-for-service leisure enrichment services offered at the South Natomas Community Center, William Land Park, and Coloma Community Center.



Optimize the Experience of Living!

**BACKGROUND INFORMATION:**

Becky Castro's Tiny Tots Program is a leisure enrichment service offering recreation for preschool age children. Activities include indoor and outdoor games, arts and crafts, music, stories and field trips. Becky Castro is the niece of Sacramento's own Cesar Chavez. Becky's historical ties to the City of Sacramento allow her to provide rare insight into leisure enrichment services. Tiny Tots has been providing this service to the community for nearly 20 years with very positive feedback from the customers and City staff. No other known provider offers the same types of diverse and unique services. We request authorization to continue to provide these leisure enrichment services through Tiny Tots by entering into a 3 year contract, without the formal competitive bidding process.

**FINANCIAL CONSIDERATIONS:**

Tiny Tots is a fee-for-service program. The Department of Parks and Recreation collects the fees for Tiny Tots leisure enrichment services and then pays Tiny Tots a portion of the collected fees. Currently, the Department of Parks and Recreation pays Tiny Tots 80 percent of the collected fees and retains 20 percent. The total revenue collected equals approximately \$200,400, or 20 percent more than the \$167,000 face value of the contract. The revenue collected and retained by the Department of Parks and Recreation is approximately \$33,400 and is deposited into Fund 571 a Special Recreation Fund designated for fee for service activity.

**ENVIRONMENTAL CONSIDERATIONS:**

There are no environmental considerations associated with the sole source of a consultant service agreement with Tiny Tots.

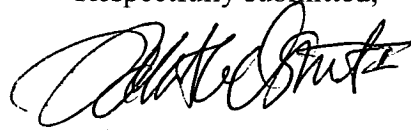
**POLICY CONSIDERATIONS:**

This action is consistent with City Council's goal to expand park and recreational opportunities.

**ESBD EFFORTS:**

Tiny Tots is a woman owned business and therefore complies with ESBD efforts.

Respectfully submitted,



ROBERT G. OVERSTREET,  
Director, Parks and Recreation

RECOMMENDATION APPROVED:



ROBERT P. THOMAS  
City Manager

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1. Resolution approving the suspension of formal competitive bidding and approving the sole source agreement for leisure enrichment services with Tiny Tots (page 4)

**APPROVED**  
JUL 17 2003  
OFFICE OF THE  
CITY CLERK

RESOLUTION NO. 2003-477

**ADOPTED BY THE CITY OF SACRAMENTO**  
**ON DATE:** \_\_\_\_\_

**RESOLUTION TO SUSPEND COMPETITIVE BIDDING AND AUTHORIZE THE CITY MANAGER TO NEGOTIATE AND ENTER INTO A CONSULTANT SERVICES AGREEMENT WITH BECKY CASTRO AND TINY TOTS FOR LEISURE ENRICHMENT SERVICES.**

**BE IT RESOLVED BY THE COUNCIL OF THE CITY OF SACRAMENTO THAT:**

The City Council, by resolution:

1. Suspends formal competitive bidding (2/3 vote required) and approves the sole source of a consultant services agreement for leisure enrichment services with Becky Castro of Tiny Tots; and
2. Resets the City Manager's signature authority, and authorizes the City Manager to enter into a contract totaling no more than \$167,000 annually with Tiny Tots for leisure enrichment services.

\_\_\_\_\_  
MAYOR

ATTEST:

\_\_\_\_\_  
CITY CLERK

**FOR CITY COUNCIL USE ONLY**

RESOLUTION NO.: \_\_\_\_\_

DATE ADOPTED: \_\_\_\_\_