



Community Partnership Opportunity

Please Respond By
October 6, 2017
(First Review September 25, 2017)



The city of Glendale has an exciting opportunity to partner with mission-driven community organizations to provide youth programming at select city-owned community and recreation centers.

This is a request for information to assess community interest in a partnership of this nature.



Profile:

Glendale Community Center 5401 W. Ocotillo Rd.

The Glendale Community Center was initially constructed in 1984 and most recently renovated in 2017. The Center consists of a kitchen/cafeteria; restrooms; two large meeting rooms; an entry station; three staff offices; a dance room; a teen room; a computer lab; and an outdoor shaded basketball court.

Nearby Park Sites:

- El Barrio - 5353 W. Ocotillo
- Clavelito - 6601 N. 53rd Ave
- Myrtle - 7250 N. 55th Ave
- Murphy - 7010 N.58th Ave

Nearby Schools:

- Isaac Imes Elementary School
- Landmark Middle School
- Carol Peck Elementary School

Introduction:

Glendale owns several community and recreation centers, three of which are profiled to the left in detail in this brochure and will be in need of new operating contracts beginning July 1, 2018. There is a community need to offer year-round youth programming all day during school breaks and after school during the school year. Youth participants are generally from low to moderate income families in grades K-8. The objective is to provide supplemental learning and physical activity outside of the classroom in a safe, caring environment that nurtures and supports cognitive growth and development.

To assist the city in determining the viability of a community partnership model, we are asking interested parties to review the proposed partnership criteria and provide responses to the following questions. Responses will be used solely for information and planning purposes by the city of Glendale.

***Please submit written responses including the organization's name, address, and primary point of contact via email to:
Crista Clevenger, Contract Analyst,
CClevenger@Glendaleaz.com***

***For questions regarding this request for information or to tour a facility, please contact: Michael Gregory,
Deputy Director, MGregory@Glendaleaz.com***





Profile:

O'Neil Recreation Center 6448 W. Missouri Ave.

Located within the 11 – acre O'Neil Community Park, the O'Neil Recreation Center was initially constructed in 1987. The Center consists of a kitchen; restrooms; large meeting room with divider; an entry station; one office and a study/storage space.

Park Sites Amenities:

- Ramada/Picnic Benches
- Green Space
- Water Fountain/Restrooms
- Racquetball Courts/Shaded Playground
- Basketball Court
- Sports Fields

Nearby Schools:

- Jack Elementary School
- Don Mensendick School

Business Model:

Glendale:

- Provides the use of the facilities free of charge.
- Covers the costs of utilities, landscape services, janitorial services, and building maintenance & repairs (plumbing, electrical, etc.).

Community Partner:

- Provides free and/or low-cost services to program participants.
- Covers all other operational costs including staffing, supplies, and interior aesthetics.
- While not required to be registered as a non-profit organization, must be revenue neutral to qualify for free use of the facilities or offer a revenue sharing agreement with the city.
- Provide a Certificate of Insurance following the minimum requirements outlined in Appendix A.

Program Model:

- Provide youth programming with regular operating hours that meet the needs of participants, generally 2:00-7:00 p.m. during the school year and 10:00am – 3:00pm during breaks (based on needs of the community).
- Creatively engage with the surrounding neighborhoods and schools to establish relationships, build trust, and establish a strong community presence.
- Use program evaluation methods to establish, track, and report on program demographics, outcomes and community impact.
- Use standardized program structure or curriculum, preferably one that follows industry or national standards.
- The city would welcome innovation and creativity in recommending other programming or facility uses that create a public benefit or establish opportunities to sustain the provision of youth services.





Profile:

Rose Lane Recreation Center 5003 W. Marlette Ave.

The Rose Lane Recreation Center, located within the 19-acre Rose Lane Community Park, was initially constructed in 1969. The Center consists of a kitchen; restrooms; two large meeting rooms; study space; art room and offices. Accessible modifications were made in 2017.

Park Sites Amenities:

- Ramada/Picnic Benches
- Green Space
- Restrooms/Water Fountain
- Racquetball Courts
- Shaded Playground
- Basketball Court
- Volleyball Court
- Aquatic Complex
- Ballfield

Nearby Schools:

- Burton Elementary School
- Barcelona Middle School

Questions:

1. Describe your organization's mission and goals. How would a partnership of this nature align with what you are trying to accomplish?
2. What methods would you use to engage with the surrounding neighborhoods and schools to establish and/or maintain a strong community presence?
3. **Proposed Financial Model:**
 - a. Would your organization be able to establish long-term sustainability in the context of the current model as described in the Program Model section above? If yes, please explain how you would achieve and maintain sustainability. If no, please explain what support would be necessary for success.
 - b. Would you be able to meet the city's insurance requirements? If not, please provide details on the coverages you could provide.
 - c. What term length for the operating contract would you require to justify your investment in the community and ensure sustainability?
4. Please describe a potential program structure or curriculum for youth programming you might employ and the expected outcomes of that structure/curriculum.
5. How would you measure the results of your program, for example by using attendance demographics, stories of participant success, or educational outcomes?
6. Describe any other issues or considerations you feel would assist in the design of a community partnership that would maximize the community benefit provided by these facilities.

The city or designee may request a follow-up conversation with your organization to clarify or gather additional information about responses.



Service Area Demographics

Estimated zip code population in 2015: 64,604



Population by Age

9 Years Old or Under	11,687	19%
10 to 17 Years Old	8,638	14%

18 to 24 Years Old	7,641	12%
25 to 39 Years Old	13,535	22%
40 to 64 Years Old	14,803	24%
65 Years Old or Over	4,873	8%



Household Income Levels

Less than \$30,000	9,787	48%
\$30,000 to \$74,999	7,887	39%
\$75,000 to \$149,999	2,307	11%
\$150,000 or More	286	1%

Average Adjusted Gross Income (AGI) in 2012: \$26,424 (Individual Income Tax Returns)

Estimated median house or condo value in 2015 - 85301: \$74,600 | Arizona: \$194,300

52% of households are bilingual (English/Spanish)

Legal Disclaimer:

- This request for information is not binding on the city and does not commit the city to contract for any supply or service.
- The city will not accept unsolicited proposals in response to this request.
- Responses to this request are voluntary.
- All costs associated with responding to this request are solely the responsibility of the interested party.
- Not responding to this request does not preclude nor does it provide a benefit to any entity in any future Request for Proposal, if any are issued by the city in the future.



Insurance Requirements:

The Operator shall procure and maintain for the duration of the License, insurance against claims for injury to persons or damage to property that may arise from or in connection with this License.

The insurance requirements herein are minimum requirements for this License and in no way limit the indemnity covenants contained in this License. The City of Glendale in no way warrants that the minimum limits contained herein is sufficient to protect the Operator from liabilities that might arise out of this License. The Operator is free to purchase such additional insurance as the Operator determines necessary.

a. Minimum Scope and Limits Of Insurance: The Operator shall provide coverage with limits of liability not less than those stated below.

i. Commercial General Liability – Occurrence Form

Policy shall include bodily injury, property damage, personal and advertising injury and broad form contractual liability coverage. The policy shall be endorsed to include coverage for sexual molestation and abuse.

General Aggregate	\$2,000,000
Products – Completed Operations Aggregate	\$1,000,000
Personal and Advertising Injury	\$1,000,000
Each Occurrence	\$1,000,000
Damage to Licensed Premises	\$ 500,000

- 1) The policy shall be endorsed to include the following additional insured language:
 “The City of Glendale, and its departments, officers, officials, agents, employees and volunteers shall be named as additional insureds with respect to liability arising out of the use and/or occupancy of the property subject to this License. Such additional insured shall be covered to the full limits of liability purchased by the Operator, even if those limits of liability are in excess of those required by this License.
- 2) Policy shall contain a waiver of subrogation endorsement in favor of the “City of Glendale, and its departments, officers, officials, agents, employees and volunteers” for losses arising from License. This provision applies regardless of whether or not the City of Glendale has received a waiver of subrogation endorsement from the insurer.
- 3) The policy shall include coverage for sexual abuse and molestation. The limits may be included within the General Liability limit or provided by separate endorsement or provided as separate coverage included with the professional liability. The Operator must provide the following statement on their certificate(s) of insurance: “Sexual Abuse/Molestation coverage is included.”

ii. Business Automobile Liability

Bodily Injury and Property Damage for any owned, hired, and/or non-owned vehicles used in the performance of this Agreement. Combined Single Limit (CSL) \$1,000,000.

- 1) The policy shall be endorsed to include the following additional insured language: "The City of Glendale, and its departments, officers, officials, agents, employees and volunteers shall be named as additional insureds with respect to liability arising out of the activities performed by or on behalf of the Operator, involving automobiles owned, Licensed, hired or borrowed by the Operator." Such additional insured shall be covered to the full limits of liability purchased by the Operator, even if those limits of liability are in excess of those required by this License.
- 2) Policy shall contain a waiver of subrogation endorsement in favor of the "City of Glendale, and its departments, officers, officials, agents, employees and volunteers" for losses arising from work performed by or on behalf of the Operator. This provision applies regardless of whether or not the City of Glendale has received a waiver of subrogation endorsement from the insurer.

iii. Worker's Compensation and Employers' Liability

Workers' Compensation Statutory Employers' Liability	
Each Accident	\$1,000,000
Disease – Each Employee	\$1,000,000
Disease – Policy Limit	\$1,000,000

- 1) Policy shall contain a waiver of subrogation endorsement in favor of the "City of Glendale, and its departments, officers, officials, agents, employees and volunteers" for losses arising from the Operator's activities. This provision applies regardless of whether or not the City of Glendale has received a waiver of subrogation endorsement from the insurer.

iv. Property Insurance against all risks of loss to any tenant improvements or betterments, at full replacement cost with no coinsurance penalty provision

- 1) Policy shall contain a waiver of subrogation endorsement in favor of the "City of Glendale, and its departments, officers, officials, agents, employees and volunteers" for losses arising from the License. This provision applies regardless of whether or not the City of Glendale has received a waiver of subrogation endorsement from the insurer.

v. Professional Liability (Errors and Omissions Liability)

Policy shall cover professional misconduct or lack of ordinary skill for those positions defined in the Scope of Services.

Each Claim	\$2,000,000
Annual Aggregate	\$4,000,000

- 1) In the event that the professional liability insurance required is written on a claims-made basis, any retroactive date under the policy shall precede the effective date of this Agreement; and that either continuous coverage will be maintained or an extended discovery period will be exercised for a period of two (2) years beginning at the time work under this Agreement is completed.

vi. Additional Insurance Requirements: The policies shall include, or be endorsed to include, the following provisions:

- 1) Policies shall stipulate that the insurance afforded by the organization shall be primary insurance and that any insurance carried by the City of Glendale shall be excess and not contributory insurance.
- 2) Coverage provided by the organization shall not be limited to the liability assumed under the indemnification provisions of the license or contract.