



# Agenda Item

## Orange City Council

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**Item #:** 10.1.

3/10/2026

**File #:** 26-0087

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**TO:** Honorable Mayor and Members of the City Council

**THRU:** Jarad Hildenbrand, City Manager

**FROM:** Leslie Hardy, Community and Library Services Director

### 1. SUBJECT

Agreement with The HUB OC for youth and teen summer day camp services

### 2. SUMMARY

Following a competitive Request for Proposals process, staff are recommending the approval of an agreement with The Hub OC to provide Youth and Teen Summer Day Camp services.

### 3. RECOMMENDED ACTION

1. Approve the agreement with The HUB OC for Youth and Teen Summer Day Camp Services; and authorize the Mayor and City Clerk to execute on behalf of the City.
2. Authorize the City Manager to execute necessary renewals as outlined in the agreement.

### 4. FISCAL IMPACT

None.

### 5. STRATEGIC PLAN GOALS

Goal 3: Enhance Public Communication Strategy and Quality of Life

- 3.7: Continue to offer high quality and efficient city led recreation programs

### 6. DISCUSSION AND BACKGROUND

#### Background

For several decades, the City has offered youth and teen summer day camp programs at various park locations throughout Orange. The program was typically budgeted at \$390,000 and included part time staff costs for approximately 45 seasonal staff, a full-time Recreation Coordinator, uniforms, and supplies. To address challenges resulting from the City's structural budget deficit, significant reductions were made to the Community Services Department budget including the cancellation of Summer Youth and Teen Day Camps. As an alternate day camp option for the Orange community, the City partnered with the previous after-school day care provider, Youth Centers of Orange under The HUB OC (The HUB) umbrella. The HUB was able to implement a comparable summer day camp for youth and teens at Shaffer Park at no cost to the City in summer 2025. The HUB served approximately 120 children daily, offering a safe, enriching, and affordable summer day camp.

#### Discussion

Given the current budget constraints, the City did not budget funds nor hire seasonal, part-time staff

to reinstate a summer day camp program for Summer 2026. Using the model from summer 2025, the City publicly advertised a Request for Proposals (RFP) in accordance with procurement requirements on November 20, 2025, to identify a qualified provider of Youth and Teen Summer Day Camp programming for the 2026 summer season. The RFP sought experienced organizations capable of delivering a safe, engaging, and recreation-based program for youth and teens while minimizing fiscal impacts to the City.

The deadline for submissions was December 18, 2025 and the City received seven (7) proposals in response to the RFP.

A review panel evaluated the proposals in accordance with the criteria set forth in the RFP which included the firm's experience, qualifications of the proposer team, and overall response to the RFP. These criteria accounted for a total of 65 possible points. Proposals receiving a minimum score of 70% (46 points or higher) advanced to the next phase of the evaluation. The second phase included an assessment of references (maximum of 10 points).

Based on the evaluation results, The HUB was identified as the highest-scoring proposer as they demonstrated a strong program model, relevant experience, and the operational capacity necessary to successfully deliver the requested services (Attachment 1). In addition, the HUB indicated they can provide the program at no cost to the City. As noted in the Cost Proposal, the City will provide in-kind use of the Shaffer Park community building to the contractor for the duration of the program implementation.

The RFP outlined that submissions should be for an initial one-year program term and associated costs but also requested that proposals include pre-negotiated optional extension term costs. The HUB's proposal extended their no cost offering across three (3) additional optional future year extensions (at the City's sole discretion). As such, staff is recommending that Council authorize the City Manager to execute optional renewals as outlined in the Agreement for a total potential agreement length of four (4) years, should all renewal extensions be exercised (Attachment 2).

## **7. ATTACHMENTS**

- Proposal Abstract Summary
- Professional Services Agreement