

TO: James L. App, City Manager
FROM: Ann Robb, Director, Library & Recreation Services
SUBJECT: Award of Contract – Shade Structures
DATE: September 18, 2007

NEEDS: For the City Council to consider awarding a contract to USA Shade & Fabric Structures Inc. (USA Shade) for shade structures at Centennial Park Pool and Barney Schwartz Park.

- FACTS:**
1. Municipal and Centennial Park pool patrons currently enjoy shade structures manufactured by USA Shade.
 2. REC Foundation voted to purchase an additional 10 shade structures.
 3. The structures provided by USA Shade have proven to be both attractive and durable. The new shade structures are selected to match existing structures to maintain a consistent look. For these reasons, it is suggested that USA Shade be contracted to supply the new structures under a sole-source vendor designation.
 4. After reviewing the issue, the City Attorney suggested that the City's purchasing authority could waive competitive bid requirements in accordance with Section 10 of the City's Purchasing Manual and name USA Shade as a sole-source vendor. The City Attorney also specified that since the new structures are being paid for out of REC Foundation funding, prevailing wage laws do not apply.

**ANALYSIS &
CONCLUSION:**

Additional shade structures are desirable at Centennial Pool and Barney Schwartz Park. REC Foundation has agreed to pay for materials and installation of 10 shade shelters. A sole source vendor, USA Shade, would provide shelters that are similar to those existing at Centennial Park and Municipal pools.

POLICY

REFERENCE: Purchasing and Payment Procedures Manual.

FISCAL

IMPACT: REC Foundation will be paying the total cost (\$111,600) of materials and installation of 10 shade shelters.

- OPTIONS:**
- a. Adopt Resolution No. 00-xx awarding a contract to USA Shade & Fabric Structures Inc for the purchase and installation of Shade Shelters at Centennial Park Pool and Barney Schwartz Park.
 - b. Amend, modify, or reject the above option.

Attachments

- 1) Resolution

RESOLUTION NO. 08-XXX

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PASO ROBLES
AUTHORIZING AWARDING A SOLE SOURCE CONTRACT
TO USA SHADE & FABRIC SHELTERS, INC. (USA SHADE)

WHEREAS, shade shelters manufactured by USA Shade & Fabric, Inc. ("USA Shade") have proved successful at Municipal and Centennial pools; and

WHEREAS, staff identified a need for additional shade structures at Centennial pool and Barney Schwartz Park ball field; and

WHEREAS, REC Foundation has pledged to cover cost of manufacture and installation of 10 additional shade structures; and

WHEREAS, the City Attorney and City's purchasing authority concur that it is in the City's best interest to waive competitive bid and quotation requirements in accordance with Section 10 of the City's Purchasing Manual and name USA Shade as a sole-source vendor;

THEREFORE, BE IT RESOLVED AS FOLLOWS:

The City Council of the City of Paso Robles does authorize the City Manager to enter into a contract with USA Shade & Fabric, Inc. and REC Foundation for the purchase and installation of 10 shade structures at Centennial Park pool and Barney Schwartz Park ball field.

PASSED AND ADOPTED by the City Council of the City of Paso Robles this 18th day of September by the following votes:

AYES:

NOES:

ABSENT:

ABSTAIN:

Frank R. Mecham, Mayor

ATTEST:

Deborah D. Robinson, Deputy City Clerk