



STAFF REPORT

DATE: January 5, 2021

TO: Kent Cagle, City Manager

FROM: Joe Brown, Executive Director of Recreation Services

SUBJECT: New/Replacement Canopies for City of Killeen Parks

BACKGROUND AND FINDINGS:

Recreation Services (RS) is seeking to construct and/or replace twelve (12) canopies throughout the City of Killeen Parks System. Eight (8) of these canopies will be new construction, and include both the cost of the framework, as well as the shade canopy material. The new canopies will be installed at the following parks:

- Lions Club Park JSL Fitness Court
- Lions Club Park Picnic Shelters (2)
- Long Branch Park Playground
- Lions Neighborhood Park Playground
- Marlboro Park Playground
- Rotary Club Park Playground
- Maxdale Park Playground

Four (4) of these canopies will be replacements for old and deteriorated canopies already in place, using the framework already installed. The replacement canopies will be installed at the following parks:

- Lions Club Park (2)
- Long Branch Pool (2)

These commercial shade structures will protect park structures, and the citizens who use the structures, from extended sun exposure. Canopies provide protection from natural elements, limiting fading, excessive temperatures, and sun damage caused by prolonged exposure to UV Rays. With the installation of a canopy, the life of playscapes, benches, and picnic tables will be extended for approximately 5-7 years. Additionally, the added shade increases usability by citizens, while providing a safer and more enjoyable atmosphere for outdoor activities.

To determine the locations of replacement/installation of canopies, RS evaluated the usability of the park, the level of usage, and the age and condition of the equipment to be covered. The cost of the canopies is \$183,155. This expense was planned and approved through the CIP budget for FY21. The cost includes a ten (10) year warranty for each canopy. The warranty covers against failure from significant fading, deterioration, breakdown, outdoor heat, cold, or discoloration. Should the fabric need to be replaced under the warranty, the company will manufacture and ship a new replacement fabric at no charge.

THE ALTERNATIVES CONSIDERED:

Option 1 - Do not approve the purchase of the canopies;

Option 2 - Approve the purchase and installation of these canopies (with modifications); or

Option 3 - Approve the purchase and installation of the canopies (as submitted)

Which alternative is recommended? Why?

Recreation Services staff recommends City Council approve the purchase of the eight (8) new and four (4) replacement canopies from Playground Solutions of Texas under Texas Buyboard cooperative contract #592-19. The canopies will protect park equipment from natural elements, extend the life of the equipment, and increase usability due to a more enjoyable environment. From the date of ordering the canopies, the process of having these new canopies installed is approximately 12-16 weeks (6-8 weeks for customization, and 6-8 weeks for delivery and installation). The purchase will include the cost of the canopies, labor, and installation.

CONFORMITY TO CITY POLICY:

Playground Solutions of Texas is a member of the Texas BuyBoard Purchasing Cooperative. Purchases made through a cooperative contract satisfies the state competitive bidding requirements as stated in Texas Local Government Code section 271.102, subchapter F; a local government that purchases goods or services under this subchapter satisfies any state law requiring the local government to seek competitive bids for the purchase of the goods or services.

FINANCIAL IMPACT:**What is the amount of the expenditure in the current fiscal year? For future years?**

Expenditure in FY 2021 would be \$183,155 which includes a 10-year warranty. Maintenance of canopies will be incorporated into the maintenance budget.

Is this a one-time or recurring expenditure?

One-time expenditure of \$183,155. Recurring maintenance expenditures over the life of the canopies will be built into the maintenance budget.

Is this expenditure budgeted?

Yes, \$200,000.00 is currently budgeted in account 349-8930-493.60-08, which was adopted as part of the FY 2021 Capital Improvement Program (CIP).

If not, where will the money come from?

N/A

Is there a sufficient amount in the budgeted line-item for this expenditure?

Yes

RECOMMENDATION:

Recreation Services staff recommends City Council approve the purchase of the canopies from Playground Solutions of Texas in the amount of \$183,155 in FY21 and that the City Manager or designee be authorized to execute any change orders as permitted by state and local law and that this purchase.

DEPARTMENTAL CLEARANCES:

Legal
Purchasing
Finance

ATTACHED SUPPORTING DOCUMENTS:

Quotes
Certificate of Interested Parties