



# MEMORANDUM

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**To:** Mayor and City Councilors

**From:** Rich Olson, City Manager  
Bobbi White, Parks and Recreation Director

**Date:** May 23, 2013

**Re:** Consideration – Purchase of Charles Creek Park Shelter

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***BACKGROUND:***

During the April 8, 2013 City Council meeting, Council awarded the bid of \$80,860 to Piedmont Parks for the purchase of a 40 X 70 all steel rectangular gable picnic shelter with a second tier clerestory and multi-rib roof, as well as a Sunshelter with an attached picnic table and multi-rib metal roof. These shelters were to replace the wooden Charles Creek Park shelters that were built in the 1970's. We have conducted business with Piedmont Parks for well over a decade, as they were also the distributors for Miracle Playground Equipment, which we have in several of our parks. The shelters at the River Road Soccer Complex and South Park were both purchased from Piedmont Parks.

***ANALYSIS:***

It has come to our attention that Piedmont Parks is no longer associated with ICON shelters and has not been a representative of their company since the beginning of April 2013. Our PO# 1558 to Piedmont Parks was dated April 11, 2013. After speaking with Tim Postma, CFO of ICON Shelters, ICON has agreed to honor the price quote of \$80,860 given to the City by Piedmont Parks and we can order directly from the manufacturer. Our 40 X 70 shelter was actually ordered by Piedmont Parks and it was put on hold due the large amount of money Piedmont Parks owes ICON. The Sunshelter was never ordered. Piedmont Parks has also lost the franchise for Miracle Playground Equipment. Due to the circumstances surrounding this order, ICON Shelters manufacturing company has agreed to sell directly to the City. I have asked Mr. Postma if there is anything we can do to have the delivery of the shelter expedited. We have been assured by ICON that the shelter will be delivered the last week of June. The only items that will not be ready in that time frame will be the pre-cast stone concrete surroundings for the steel columns. These are resourced-out and are made by another manufacturer. These columns are not put into place until the shelter is completely erected and the restrooms built, so if they are delivered within four weeks of the shelter being delivered it will not delay the project.

The Finance Committee discussed this matter during their meeting held on May 23, 2013 and recommends approval.

***STAFF RECOMMENDATION:***

By motion, authorize the City to void Purchase Order # 1558 in the amount of \$80,860 to Piedmont Parks;

and further, by motion authorize issuance of a Purchase Order in the amount of \$83,010 (which includes the total freight charge of \$3,300) to ICON Shelter Systems, Inc. to purchase the two ICON shelters for Charles Creek Park.

RCO/vdw