



AGENDA MEMORANDUM

Action Item for the City Council Meeting September 10, 2024

DATE: September 10, 2024

TO: Peter Zanoni, City Manager

FROM: Robert Dodd, Director of Parks & Recreation
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Purchase of Mulch for City Parks

CAPTION:

Motion authorizing execution of a one-year supply agreement, with Exerplay, Inc., of Cedar Crest, New Mexico, in an amount not to exceed \$197,410.00, for the purchase of certified playground mulch for Parks & Recreation, with FY 2024 funding from the General Fund.

SUMMARY:

The supplier, Exerplay, Inc., shall provide certified playground mulch for City parks to offer playground areas a smooth, safe surface. Mulch will be supplied for 53 City parks across Council Districts 1 through 5 as shown in the supporting document.

BACKGROUND AND FINDINGS:

The Parks and Recreation Department will utilize the mulch to ensure the safety of children when playing in playground/swing set areas. Playground and swing areas need a protective fall zone and using mulch helps with this provision. Replenishing mulch in these areas is necessary to maintain these safety measures across the City park system. The 10-Year Parks & Recreation Master Plan assessed park system conditions. For Structured Play Areas, the Plan identified that playgrounds containing fiber (mulch) should be replenished to washed out or worn areas.

The supplier will provide mulch that is derived from high-grade, wood for durability and designed to break down slowly over a year or more. The mulch must be non-toxic, biodegradable and certified by the American Society for Testing and Materials (ASTM). The Supplier will deliver product as needed over the term of the agreement as directed by the City. All delivery locations will vary but will be at City Parks.

PROCUREMENT DETAIL:

Finance & Procurement conducted a competitive Request for Bid process for the purchase of mulch for City Parks. Previously, Parks & Recreation purchased small quantities on an as needed basis. Out of 201 vendors notified about the solicitation, the City received two responsive, responsible bids. Staff is recommending award to the lowest responsive, responsible bidder, Exerplay, Inc. of Cedar Crest, New Mexico.

BID SUMMARY						
			ExerPlay, Inc		SiteOne Landscape Supply	
			Cedar Crest, NM		Cleveland, OH	
DESCRIPTION	UNIT	QTY	UNIT PRICE	EXTENDED PRICE	UNIT PRICE	EXTENDED PRICE
Certified Playground Mulch	Cu. Yd.	3,800	\$ 51.95	\$ 197,410.00	\$ 75.00	\$ 285,000.00

ALTERNATIVES:

The Mayor and City Council may choose to disapprove the supply agreement. An alternative would be to fill potential fall zones with Pour-In-Place, rubber flooring which is much more costly and lengthy process.

FISCAL IMPACT:

Expenditures in the amount of \$197,410.00 with FY2024 funding.

FUNDING DETAIL:

Fund: 1020 General Fund
Organization/Activity: 12910 Park Operations
Department: 27 Parks and Recreation
Project # (CIP Only): N/A
Account: 520180 Landscaping materials

RECOMMENDATION:

Staff recommends approval of this motion authorizing the execution of a one-year supply agreement as presented.

LIST OF SUPPORTING DOCUMENTS:

Bid Tab
Supply Agreement
List of Parks with Mulch
Presentation