



## AGENDA MEMORANDUM

Action Item for the City Council Meeting of October 30, 2018

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**DATE:** October 30, 2018

**TO:** Keith Selman, Interim City Manager

**FROM:** Becky Perrin, Interim Director, Parks and Recreation Department  
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### Purchase of Playground Equipment for Parks and Recreation

#### **CAPTION:**

Motion authorizing the purchase of playground equipment from GameTime by Total Recreation Products, Inc. of Cypress, Texas via U.S. Communities Cooperative for a total amount not to exceed \$400,442.25.

#### **PURPOSE:**

Purchase of playground equipment for fourteen parks through a grant match program from Total Recreation Products, Inc., through GameTime by Total Recreation Products, Inc.

#### **BACKGROUND AND FINDINGS:**

GameTime by Total Recreation Products, Inc., the playground equipment manufacturer, has established a grant match program to purchase playground equipment. After review of the grant program, the Parks and Recreation Department applied for a grant and received approval of the application on October 19, 2018. Orders for the equipment must be received by October 31, 2018. The department replaces playground equipment annually. The grant will provide an estimated 40% total savings from the retail purchase price. The parks were selected based on the playground replacement schedule guided by the Parks and Recreation Master Plan. Community Enrichment Funds will be utilized for the purchase.

The Purchasing Division utilized the U.S. Communities cooperative for this procurement to obtain the best price for the City. Contracts awarded through the cooperatives have been competitively procured and are in compliance with Texas local and state procurement requirements.

**ALTERNATIVES:**

None.

**OTHER CONSIDERATIONS:**

None.

**CONFORMITY TO CITY POLICY:**

This purchase conforms to the City’s purchasing policies and procedures and State statutes regulating procurement.

**EMERGENCY / NON-EMERGENCY:**

Non-Emergency

**DEPARTMENTAL CLEARANCES:**

Parks and Recreation Department

**FINANCIAL IMPACT:**

X Operating       Revenue       Capital       Not applicable

<b>Fiscal Year: 2018-2019</b>	<b>Current Year</b>	<b>Future Years</b>	<b>TOTALS</b>
Line Item Budget	\$6,048,572.81	\$0.00	\$6,048,572.81
Encumbered/ Expended Amount	\$259,802.33	\$0.00	\$259,802.33
This item	\$400,442.25	\$0.00	\$400,442.25
<b>BALANCE</b>	<b>\$5,388,328.23</b>	<b>\$0.00</b>	<b>\$5,388,328.23</b>

Fund(s): Community Enrichment Fund

**Comments:**

**RECOMMENDATION:**

Staff recommends approval of the motion as presented.

**LIST OF SUPPORTING DOCUMENTS:**

Price List  
Presentation