



AGENDA MEMORANDUM

Action Item for the City Council Meeting September 8, 2020

DATE: September 8, 2020

TO: Peter Zaroni, City Manager

FROM: Jim Davis, Director of Asset Management
JimD@cctexas.com
(361) 826-826-1909

Kim Baker, Director of Contracts and Procurement
KimB2@cctexas.com
(361) 826-3169

Parking Lot Shade Structures for Asset Management

CAPTION:

Motion authorizing a three-month service agreement with ShadePro, LLC in an amount not to exceed \$58,832.00 for the purchase of parking lot shade structures for Asset Management, with FY 2020 funding available through the Fleet Maintenance Services Fund.

SUMMARY:

This motion authorizes a three-month service agreement for installation of two parking lot shade structures to be located at 5352 Ayers, Building 3A. This location is occupied by Asset Management's Fleet Maintenance Division to service vehicles; located across the street from the main building. The ShadePro parking lot shade structures will protect City vehicles from various weather elements, and therefore will prolong the life of these vehicles.

BACKGROUND AND FINDINGS:

This agenda item is for the purchase and installation of parking lot shade structures for the Asset Management Department. The Contractor is responsible for installing two custom ShadePro vehicle coverings on asphalt that will provide City vehicles with effective protection against solar radiation and damaging ultraviolet rays, rain, hail, wind, and dust. Additionally, the structural coverings can slow down the deterioration of asphalt, therefore decreasing the amount of maintenance needed. Providing protection from the sun and heat can maintain a cooler environment for vehicles, as well as personnel.

These shade structures are to be installed in uncovered areas and are not replacements of existing shade covers. The Contractor has provided similar vehicle shade structures in other areas for the Department that have exceeded expectations, life cycle, and most importantly, have weathered severe storms.

This procurement is through the BuyBoard Cooperative. Contracts awarded through the BuyBoard Cooperative have been competitively procured in compliance with Local and State procurement requirements. The cost savings through this cooperative purchase is 30% of competitive installed shade structures and therefore is the best procurement method for these products.

ALTERNATIVES:

An alternative to not accepting this cooperative purchase is to put a solicitation out for bid. However, the Asset Management Department has secured significant savings and this shade cover has proven to be extremely reliable for the Asset Management Department.

FISCAL IMPACT:

The fiscal impact for Fleet Maintenance Service in FY 2020 is \$58,832.00 for parking lot shade structures for Asset Management.

FUNDING DETAIL:

Fund:	5110 Fleet Maintenance Svc
Organization/Activity:	40140 Service Station
Mission Element:	202 Maintain the Fleet
Project # (CIP Only):	N/A
Account:	550030 Improvements other than

RECOMMENDATION:

Staff recommends the approval of this agreement with ShadePro for parking lot shade structures for Asset Management as presented.

LIST OF SUPPORTING DOCUMENTS:

Price Sheet
Service Agreement