

Mayor and Council Communication

DATE: 11/29/22

M&C FILE NUMBER: M&C 22-0986

LOG NAME: 25WRMC_AUD_102514

SUBJECT

(CD 7) Authorize Agreement with Trex Commercial Products, Inc. d/b/a Staging Concepts, in an Amount Up to \$167,500.00 Using a Cooperative Contract for Staging, Enclosure, and Riser Products and Services for the Public Events Department

RECOMMENDATION:

It is recommended that the City Council authorize an agreement with Trex Commercial Products, Inc. dba Staging Concepts, in an amount up to \$167,500.00 using a cooperative contract for staging, enclosure, and riser products and services for the Public Events Department.

DISCUSSION:

The purpose of this Mayor and Council Communication (M&C) is to award a contract with Trex Commercial Products, Inc. d/b/a Staging Concepts, in an amount up to \$167,500.00 using a cooperative contract, TIPS Contract No. 210702 for, staging, enclosure, and riser products and services for the Public Events Department to replace the curtains at the Will Rogers Memorial Center (WRMC).

Project 102514: WRMC Auditorium Curtain Replacement. The curtains in the main Auditorium and the Round Up Inn have exceeded their life expectancy. The current curtains at the Will Rogers Memorial Center (WRMC) Auditorium were installed prior to 2000. Prior to 2000, the same curtains were located in another public venue for approximately five years. A 2013 Inspection of the rigging for the Auditorium curtains highlighted concerns and deficiencies that require mitigation. The recommended remediation for this deficiency is replacing all the performance drapes (main, legs, mid, back, and scrim) and applicable hardware in the Auditorium and the Round Up Inn stages. The time from ordering the curtains to their installation is approximately 32 weeks due to current stockage and fabrication times. The total cost for the project is \$167,500.00, includes the fabrication, delivery, and installation of the new curtains and hardware as well as the removal and disposal of the old curtains.

The project in this M&C is included in the Fiscal Years 2022-2026 Capital Improvement Program (CIP) as amended with M&C 21-0913 on November 30, 2021, at which time American Rescue Plan Act (ARPA) funding in the amount of \$192,500.00 was approved, with funding being appropriated in equal amounts from each tranche of the ARPA allocation, 50% at the time of approval and the remaining 50% provided in June 2022 allowing the project to now move forward.

PRICING ANALYSIS – The contract offers fixed discounts. Staff reviewed the pricing and determined it to be fair and reasonable in accordance with TIPS Contract No. 210703.

M/WBE OFFICE – A MBE/SBE goal is not assigned when purchasing from an approved purchasing cooperative or public entity.

COOPERATIVE PURCHASE - The Purchasing Division will use TIPS Contract No. 210703 to acquire the products and services necessary complete this capital renovation project. State law provides that a local government purchasing an item under a Cooperative Purchasing Agreement satisfies state laws requiring that the local government seek competitive bids for purchase of the items. TIPS contracts have been competitively bid to increase and simplify the purchasing power of government entities.

AGREEMENT TERMS - Upon City Council approval, this Agreement will commence upon execution by both parties and continue in accordance with the terms and conditions of TIPS Contract No. 210703 which is currently expected to expire on September 29, 2023. If the TIPS Contract is renewed or extended, this M&C authorizes the City's contract to be renewed or extended to match the term of the TIPS Contract.

Funding is budgeted in the Public Events Department's Grants Cap Projects Federal Fund for the purpose of funding the WRMC Auditorium Replacement/Improvements project, as appropriated.

FISCAL INFORMATION / CERTIFICATION:

The Director of Finance certifies that funds are available in the current capital budget, as previously appropriated, in the Grants Cap Projects Federal Fund for the WRMC Auditorium Rplc/Impmts project to support the approval of the above recommendation and execution of the agreement. Prior to an expenditure being incurred, the Public Events Department has the responsibility of verifying the availability of funds. Grant funds will be transferred to the Grants Cap Projects Federal Fund for the project on a reimbursement basis.

Submitted for City Manager's Office by: William Johnson 8517

Originating Business Unit Head: Michael Crum 2501

Additional Information Contact:

Keth Chisolm

2525