

**INTEROFFICE MEMO  
EMERGENCY PURCHASE Over \$100,000**

**To:** Jessica McEachern, Assistant City Manager  
**From:** Michael E. Crum, Department Director - Public Events  
**Date:** February 21, 2025  
**Subject:** Portable Arena Panels and Gates

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The \$47 million Coliseum Concourse renovation, scheduled in conjunction with the Burnett Stall Project, has required the Will Rogers Memorial Center complex to be flexible and to utilize the other buildings at WRMC in new and different ways.

The newly renovated Sheep and Swine Barns provide additional horse show support spaces. The WRMC staff has identified that it is necessary to construct a temporary dirt arena in the Sheep Barn to support the horse shows contracted at WRMC through the 2025 calendar year season.

To do this, the WRMC staff requires additional livestock handling bases, panels and gates beyond our current capacity. These bases, panels, and gates are specifically manufactured for the Sheep Barn space to create a safe riding and exercise arena for horses and attendees.

The cost of this emergency procurement is \$124,920.

Chapter 2, Article I, Section 2-9 at (9) of the City's Code of Ordinances and Section 252.022 of the Local Government Code exempts from normal bidding requirements expenditures that are necessary to preserve or protect the city's property and the public health or safety of the municipality's residents.

**APPROVED FOR EMERGENCY PROCUREMENT:**



Recommended:

Michael Crum (Feb 21, 2025 16:52 CST)

Michael E. Crum, Department Director – Public Events

Approved by Assistant City Manager:



Jessica McEachern, Assistant City Manager

Approved to Legality:

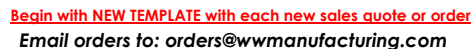
**Taylor Paris**

Digitally signed by Taylor Paris  
Date: 2025.03.13 10:51:03  
-05'00'

Taylor Paris, Sr Assistant City Attorney

Approved by Purchasing:

Brandy Hazel, Senior Purchasing Manager



## Quote

02/07/25

☐ CHECK BOX IF "SHIP TO" ADDRESS IS SAME AS "BILL TO"☐ CHECK BOX IF  
NEW CUSTOMER

NAME Public Event Department- Will Rogers Memorial Center

**ADDRESS** 3401 West Lancaster

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CITY / STATE FT Worth, TX

CITY / STATE FL Worth, TX

FAX / PHONE 76107

**Add 3% processing fee to the Total if paying by credit card.**

Email this quote or order form to customers and/or dealers in **PDF format only.**

Revised April 9, 2020

**Signature:**

**Email:** Allison.McNamara@fortworthtexas.gov

**Signature:**

**Email:** Brandy.Hazel@fortworthtexas.gov