

APPROVED  
SEP 21 2011

REPORT OF GENERAL MANAGER

NO. 11-132

DATE May 20, 2011

BOARD OF RECREATION  
and PARK COMMISSIONERS

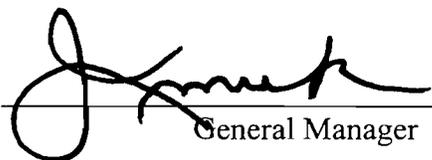
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BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: SHADE STRUCTURES CONTRACT – PIGGYBACK ON SAN JOAQUIN COUNTY OFFICE OF EDUCATION CONTRACT AGREEMENT WITH USA SHADE & FABRIC STRUCTURES, INC.

R. Adams \_\_\_\_\_  
H. Fujita \_\_\_\_\_  
V. Israel \_\_\_\_\_

K. Regan \_\_\_\_\_  
\*M. Shull ms  
N. Williams \_\_\_\_\_

  
General Manager

Approved \_\_\_\_\_

Disapproved \_\_\_\_\_

Withdrawn \_\_\_\_\_

RECOMMENDATIONS:

That the Board:

- 1 Find that the Department of Recreation and Parks (Department) desires to secure the technical, expert and professional services of a qualified contractor on an occasional and as-needed basis in order to enhance the recreational experience of the public and pursuant to Charter Section 1022, the Department does not have available in its employ personnel with the necessary expertise to undertake and accomplish the aforementioned specialized professional services in a timely manner; USA Shade & Fabric Structures, Inc., is experienced in providing the services of the type required, is willing to perform such services, and can provide such services more economically to the Department and it is in the Department's best interest to secure these services with Shade Structures, Inc.;
2. Find pursuant to Charter Section 371(e)(8) that the City may piggyback on the San Joaquin County Office of Education's (SICOE) Contract with U.S.A. Shade & Fabric Structures, Inc., because contracts for cooperative arrangements with other governmental agencies for the utilization of the purchasing contracts and professional, scientific, expert or technical services contracts of those agencies and any implementing agreements, even though the contracts and implementing agreements were not entered into through a competitive bid process are an exception to the City's competitive bidding requirements;

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3. Authorize the Department to enter into the proposed Agreement, substantially in the form on file in the Board Office, specifying the terms and conditions for a piggyback contract between the City of Los Angeles, Department of Recreation and Parks acting by and through its Board of Recreation and Park Commissioners (Board) and U.S.A. Shade & Fabric Structures, Inc., with a term expiring on November 26, 2011, subject to approval of the Mayor, and the City Attorney as to form;
4. Authorize the General Manager at his sole discretion to extend the term of the Agreement for one additional year, if SJCOE exercises its option to renew its contract with U.S.A. Shade & Fabric Structures, Inc., for one additional year.
5. Direct the Board Secretary to transmit forthwith the proposed Contract to the City Attorney for review and approval as to form; and,
6. Authorize the Board President and Secretary to execute the proposed Contract upon receipt of the necessary approvals.

### SUMMARY:

The Department has an ongoing need for shade structure design, manufacturing and installation. Shade structures have become an important and desired fixture for the City's Park System. A continued increased demand for the design, manufacture and installation of shade structures by the community has required our Department to find a reliable shade structure company to provide a turnkey product that is backed by a reputable company. U.S.A. Shade & Fabric Structures, Inc., has been awarded a competitively bid contract by the SJCOE (Appendix A, on file in the Board Office). The U.S.A. Shade & Fabric Structures, Inc.'s contract provides the Department with a variety of turnkey designs, manufacturing and installation options. The contract allows the Department to customize each shade structure to communities needs and design requirements. If desired, the Department may use this contract to retrofit, repair and/or maintain the Department's existing shade structures. Historically the Department has successfully worked with U.S.A. Shade & Fabric Structures, Inc., and looks forward to the start of future shade structure projects.

Staff is recommending that the Board authorize the Department to piggyback on SJCOE's competitively bid contract with U.S.A. Shade & Fabric Structures, Inc. U.S.A. Shade & Fabric Structures, Inc., has issued a letter (Appendix B, on file in the Board Office) to the City which authorizes use of the contract with SJCOE. SJCOE has also issued a letter (Appendix C, on file in the Board Office) to the City authorizing the Department to piggyback on its contract with U.S.A. Shade & Fabric Structures, Inc. The City Clerk will issue a separate contract number and the Agreement will be executed between the U.S.A. Shade & Fabric Structures, Inc., and the City through the Board. U.S.A. Shade & Fabric Structures, Inc.'s current contract with SJCOE will expire on November 26, 2011. However, SCJOE has a one-year renewal option which if exercised

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would extend the term of their Contract one year to November 26, 2012. In the event that SJCOE exercises its option, the Department's General Manager will also have the sole discretion to extend the City's Agreement for one additional year.

FISCAL IMPACT STATEMENT:

This contract will enable the Department to carry out various construction and maintenance projects that involve the construction, maintenance and/or repair of shade structures on an occasional and as-needed basis in order to enhance the recreational experience of the public. There will be no direct fiscal impact to the Department's General Fund as funding will be identified on a per project basis.

This Report was prepared by Jim Newsom, Management Analyst II, reviewed by Cid Macaraeg, Senior Management Analyst II, Planning, Construction and Maintenance Division.