

CITY OF PALM DESERT STAFF REPORT

MEETING DATE: September 14, 2023

PREPARED BY: Shawn Muir, Community Services Manager, Public Works

REQUEST: APPROVE CONTRACT WITH SHADE STRUCTURES, INC., DBA USA SHADE & FABRIC STRUCTURES FOR SHADE IMPROVEMENTS AT THE PALM DESERT AQUATIC CENTER AND FREEDOM PARK (PROJECT NO. MFA00022 AND MPK00001, RESPECTIVELY)

RECOMMENDATION:

1. Approve a contract with Shade Structures, Inc., dba USA Shade & Fabric Structures (USA Shade) for shade improvements at the Palm Desert Aquatic Center and Freedom Park in the combined amount of \$784,485.27.
2. Authorize the Finance Department to set aside a contingency amount of \$150,000 for unforeseen circumstances.
3. Approve a budget appropriation from General Fund Reserves and transfer to Palm Desert Aquatic Center Capital Project Account No. 2424549-4400100 in the amount of \$508,285.98.
4. Authorize the City Manager or designee to review and approve written contract amendment or change order requests up to the contingency amount.
5. Authorize the City Attorney to make non-substantive changes and the City Manager to execute all necessary documents.

BACKGROUND/ANALYSIS:

When PDAC opened its doors on June 25, 2011, there were no shade structures anywhere on site and staff quickly became aware that shade was going to be needed, particularly during the summer months. In Spring of 2013, three (3) structures were installed, and another shade structure was added to the east side of the Recreation Pool in 2022.

Staff contacted USA Shade, the company that installed the large shade structure in 2022, to request quotes for this project. USA Shade provides pricing pursuant to the California Multiple Awards Schedule (CMAS) pricing. By utilizing this cooperative pricing schedule, the City is ensured of the best pricing on quality products. Accordingly, staff dispensed of further bidding pursuant to Palm Desert Municipal Code Section 3.30.160(E).

City of Palm Desert
 (Award Contract to Shade Structures, Inc.)

USA Shade worked with staff to outline the shade needs at the PDAC, and the following areas were identified (refer to Attachment 1). Also, Staff met with USA Shade to request a quote to replace the shade cloths on existing shade structures at Freedom Park. This is a needed replacement as several of the shades have become torn. The pricing for the shade cloth replacements were also provided pursuant to the CMAS Agreement:

Area	Description	Cost
Area 3	Between Pools (T-Cantilever along East side of West Pool)	\$172,645.06
Area 4	Between Pools (next to tube slide)	\$77,480.07
Area 5	West Pool (next to diving board area)	\$245,798.94
Area 6	East Pool (South Side – Custom Flowers)	\$151,706.44
Storage Yard	Pool Chillers	\$60,655.47
Freedom Park	Shade Replacements (all shade structures)	\$76,199.29
	TOTAL	\$784,485.27

This project represents a continuing effort by the City to provide shade for PDAC patrons and park visitors. Staff recommends approval of this agreement.

FINANCIAL IMPACT:

Funds in the amount of \$430,000 were included in the approved Fiscal Year 2023/24 Approved Budget and Five-Year Capital Improvement Plan. There is \$100,000 available in Account No. 4004618-4400100 for the Freedom Park Shade Replacements and \$330,000 available in Account No. 2424549-4400100 for the PDAC Shade Structures.

Location	Account	Budget	Expenses	Appropriation Requested ()
Aquatic Center	2424549-4400100	\$330,000.00	\$708,285.98	(\$508,285.98)
	Contingency		\$130,000.00	
Freedom Park	4004618-4400100	\$100,000.00	\$76,199.29	\$3,800.71
	Contingency		\$20,000.00	
Total		\$430,000.00	\$934,485.27	\$504,485.27

Although there is adequate funding to complete the shade cloth replacements at Freedom Park, a one-time appropriation is needed to install all five (5) proposed shade structures at the PDAC. The FY 2023/24 Approved Budget only included funds for three (3) of the five (5) shade structures. The additional shade structure costs were listed in future years within the five-year plan; however, staff has concluded that there is potential for significant cost savings resulting from the economies of scale achieved by completing all shade structures in the same year. Savings in freight, trip fees (installers), mobilization (equipment), concrete delivery, and concrete partial loads will be achieved. Should the City Council decide to decline the requested appropriation, Staff will proceed with the installation of only Areas 3 and 4 and the pool chiller shade at this time.

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ATTACHMENTS:

1. PDAC Shade Structure Map
2. Proposals – Shade Structures, Inc.
3. Agreement – Shade Structures, Inc.
4. CMAS Contract
5. Quote Extension Letter dated 9.1.2023