City of Carroll

112 E. 5th Street Carroll, Iowa 51401-2799 (712) 792-1000 FAX: (712) 792-0139

MEMO TO: Mike Pogge-Weaver, City Manager MSP-W

FROM: Jack Wardell, Director of Parks & Recreation JW

DATE: April 20, 2017

SUBJECT: Memo to City Council – Report of Bid Opening – Carroll Recreation Center Theatre Curtains – 2017

2016-2017 Budget - $40,000.00 Hotel/Motel Tax

Several years ago the City of Carroll purchased used curtains from another theatre at a great price. Those curtains are now in need of being replaced.

City staff has tried to locate theatre curtain companies near Carroll and were only able to locate one company out of Omaha. There are other companies located in California and New Jersey. We did request sealed bids from the three known curtain companies and we received one sealed bid back at the time of the bid opening. Below is a summary of the bid received:

Omaha Curtain Company – Omaha, NE $17,996.00.

This price included the following items:

(2) Main Curtain: 16'h x 22' 6"w, made with 21 ounce brushed polyester inherently flame resistant fabric in the color Beige, sewn with 50% added fullness.

Border 1: 5' 3"h x 43'w, made with 14 ounce brushed polyester inherently flame resistant fabric in the color black, sewn with 0% added fullness.

(2) Tormenter Legs: 15' 6"h x 12'w, made with 14 ounce brushed polyester inherently flame resistant fabric in the color black, sewn with 50% added fullness.

Border 2: 7' 3"h x 48'w, made with 14 ounce brushed polyester inherently flame resistant fabric in the color black, sewn with 50% added fullness.

(2) Concert Curtain: 17' 6"h x 25'w, made with 14 ounce brushed polyester inherently flame resistant fabric in the color black, sewn with 50% added fullness.

(2) Leg Set 2: 17' 6"h x 12'w, made with 14 ounce brushed polyester inherently flame resistant fabric in the color black, sewn with 50% added fullness.

(2) Rear Curtain: 19' 3"h x 25'w, made with 14 ounce brushed polyester inherently flame resistant fabric in the color black, sewn with 50% added fullness.

Delivery of the curtains will be approximately 60 days after receipt of order.

RECOMMENDATION: For the Mayor and City Council consideration and approval of the purchase of the theatre curtains from Omaha Stage Equipment for a total purchase price of $17,996.00.

City of Carroll
Parks & Recreation Department - Parks and Open Spaces Division
112 E. 5th Street, Carroll Iowa 51401
(712) 792-1000

BID OPENING REPORT

For: Carroll Recreation Center Theatre Curtains

Bids were opened on: April 19, 2017 @ 11:00 am - City Hall Council Chambers

Pre-Bid Estimate: $35,000.00

NAME OF BIDDER	Total Cost
1. Omaha Curtain Company - Omaha, NE	$ 17,996.00
2	
3	
4	

Signed: Laura A Schaefer

Date: 4/19/17