City of Carroll

627 N. Adams Street Carroll, Iowa 51401 (712) 792-1000 FAX: (712) 792-0139

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

FROM: Jack Wardell, Director of Parks & Recreation JW

DATE: May 19, 2021

SUBJECT: Waive Purchasing Policy #0501 – Sunshade Mesh – Carroll Family Aquatic Center – 2021

Funding Sources: General Fund – 001-6-4045-23100 - $3,000.00

Purchase Sunshade Mesh – Top of waterslides – Carroll Family Aquatic Center

At the Carroll Family Aquatic Center, the mesh shade at the top of the waterslides is in need of replacement. The frame on which the shade will be attached to is made by Waterloo Tent and Tarp Company – Waterloo Iowa.

Attached to this memorandum is Quotation No. 19031 from Waterloo Tent and Tarp Company - Sunshade Mesh – Solid Yellow at a cost of $2,655.00.

Staff would recommend purchasing the shade from the same company that built the frame. Staff could seek a second quote but it will be costume built to the dimension of the frame. It is staff's belief this will cost more than purchasing direct from Waterloo Tent and Tarp Company.

General Procurement Guidelines

Purchases between $1,000 and $5,000

Purchases of goods or services greater than $1,000 but less than $5,000 will require at least two documented price quotes shall be solicited. Quotes may be solicited in person, by telephone, from websites, or in writing.

RECOMMENDATION: For Mayor City Council consideration and approval of waiving purchasing Policy #0501 to purchase Sunshade Mesh – Solid Yellow at a cost of $2,655.00

Quotation

Waterloo Tent & Tarp Company, Inc.
3105 Airport Blvd.
Waterloo, Iowa 50703
Phone: 800-537-1193
Fax: 319-234-4670

Carroll Recreation Center
Andy Snyder
716 North Grant Road
Carroll IA 51401-2596

Quotation #: 19031
Date: 4/20/2021
Customer ID: Carr51401

Terms Net 30 Days T/E

Phone 712-792-5400 **Fax** 712-792-3097 Email Address Asnyder@cityofcarr

Quantity	Item	List Price	Ext Price
1	17-0 x 9-1 F1 Top	$2655.00	$2655.00
	Sunshade Mesh - Solid Yellow		
	Dual Peak		

Subtotal	$2,655.00
Freight	
Tax	$0.00
Net Total	**$2,655.00**

* - FOB Waterloo, Iowa unless otherwise directed

Comment(s)

This quote does not include installation, shipping, or any applicable taxes.

Quotation valid until: .

Quotation Prepared By: **Cheri Koth**