



Parks & Recreation

Memo

To: Robert Kuntz, City Administrator

From: Linda Bruer, Director of Parks and Recreation

Date: February 14, 2013

RE: North Pointe Shade Structure Fabric Replacement

There are seven "sun shelters" at North Pointe that provide shade to several lounge areas of the pool complex. The fabric portion of these sun shelters has worn out and needs to be replaced. \$8,750 was budgeted for this purchase in 2013.

The bid was advertised and the request for proposal with specifications was sent to six awning companies.

One bid was received on February 14 in the amount of \$8,533 from Lawrence Canvas Company located in Kirkwood, Missouri. Lawrence Canvas Company is the recognized manufacturer of the shade portion of our Anchor Shade Structures in the St. Louis Area. We have used Lawrence Canvas Company several times over the years for repairs and new structures in the parks and at the golf course.

We are recommending the purchase of the replacement shade structures from Lawrence Canvas in the amount of \$8,533. If you have any questions, please let me know.