

Memo

Carmichael



RECREATION AND
PARK DISTRICT

To: Advisory Board of Directors

From: Tarry Smith, District Administrator
Stephanie Young, Administrative Analyst

Subject: Authorization to Expend Approved Funds to Purchase New Playground Equipment From “Berliner Play Equipment”, to Be Located at Carmichael Park.

Date: December 13, 2018

Introduction/Background:

As discussed at the October Advisory Board meeting, Facility Committee members and staff reported on a Playground Safety Audit inspection performed on Carmichael Park’s playground equipment. The audit was performed by an in-house certified playground inspector who determined that the equipment does not meet current standards and exists in a high-risk state. The playground was closed to the public upon receipt of the report.

Discussion:

At the November Advisory Board meeting, the Budget Committee and staff identified the potential funding sources to accomplish the removal of the existing structures and installation of the new equipment; including sales tax and freight charges. The budget for replacement cost including all expenses was approved at \$279,874. The Advisory Board authorized the expenditure of funds at the November Board meeting.

The Board of Supervisors must approve funds before equipment can be ordered. Staff has requested a January agenda placement. Order time for equipment is 8-10 weeks with installation occurring immediately upon arrival.

Based upon approval of replacement funds granted at the November Advisory Board meeting, staff interviewed several playground equipment vendors on the CMAS and

received quotes for each of their proposals. The proposals and quotes were presented to the Facility Committee. After review, both the committee and staff agreed that the proposal presented by Berliner best suited the needs and vision for Carmichael Park.

Recommendation:

The Advisory Board Facility Committee and Staff recommend that the Advisory Board of Directors of the Carmichael Recreation and Park District approve to expend the funds to replace the playground equipment at Carmichael Park and authorize Administrator Smith to execute the contract with Berliner for the removal of the current play equipment and installation of the new equipment.