



**JUSTIFICATION FOR SINGLE SOURCE PURCHASE**  
**(Total cost \$24,999.99 and above)**

**PURCHASE REQ. NO.:** \_\_\_\_\_ **TOTAL COST:** \$85,590.65

**VENDOR NAME:** Dynamic Shade, LLC

**DESCRIPTION:** (Describe what is to be purchased)

**PURPOSE:** (Describe the intended use of the item or service)

The purpose of this service is to recommend the approval of Dynamic Shade LLC to install 17 shade structures throughout the City Parks and Aquatic Center. The following installations of the equipment will be placed at the following locations: Cover the home stand at Browns Mill football field, Cover bleachers at Browns Mill baseball fields, Cover football bleachers at Southeast Athletic Complex, Cover playground at Fairington Park, create two pavilions at Browns Mill Aquatic Center, and create sail shade at Browns Mills Aquatic Center.

**JUSTIFICATION:** (Describe why only one source is available to supply the item or service)

The City purchased 17 shade structures in May of 2023. The installation cost was not included in the purchase. The Procurement Team reached out to three vendors for quotes. However, the other two companies stated it would be a liability due to the shade structure not being purchased directly from them. Dynamic Shade is the installer for the vendor from which the City purchased the shade structures and the only vendor that provided a quote.

**LOCATION:** (Identify the department that needs the item or service)

Parks and Recreation Department

**GL Account Number:** 230-060-06210-54120 **ARPA** \_\_\_\_\_  
Number Title

**Department Head:** Tameika Porter Tameika Porter  
Type/Print Name Signature

8/4/23  
Date

**City Manager:** Gia Scruggs Gia Scruggs  
Type/Print Name Signature

8/4/23  
Date