



CITY COUNCIL AGENDA ITEM

SUBJECT: Vendor Recommendation for the Purchase and Installation of Gazebo's at Salem Park and Fairington Park

AGENDA SECTION: *(check all that apply)*

☐ PRESENTATION ☐ PUBLIC HEARING ☐ CONSENT AGENDA ☐ OLD BUSINESS
☒ NEW BUSINESS ☐ OTHER, PLEASE STATE: [Click or tap here to enter text.](#)

CATEGORY: *(check all that apply)*

☐ ORDINANCE ☐ RESOLUTION ☒ CONTRACT ☐ POLICY ☐ STATUS REPORT
☐ OTHER, PLEASE STATE: [Click or tap here to enter text.](#)

ACTION REQUESTED: ☒ DECISION ☐ DISCUSSION, ☐ REVIEW, or ☐ UPDATE ONLY

Previously Heard Date(s): [Click or tap to enter a date.](#) & [Click or tap to enter a date.](#)

Current Work Session: [Click or tap to enter a date.](#)

Current Council Meeting: Monday, October 27, 2025

SUBMITTED BY: Tanisha Boynton, Procurement Manager and Hari Karikaran, City Engineer

PRESENTER: Tanisha Boynton, Procurement Manager and Hari Karikaran, City Engineer

PURPOSE: Seeking approval to award CITB-0009-25, Purchase and Installation of Gazebo's at Salem Park and Fairington Park to Collins General Construction, LLC.

FACTS: Solicitation: On July 8, 2025, the City issued Invitation to Bid No. CITB-0009-25, Purchase and Installation of Gazebo's at Salem Park and Fairington Park. The solicitation was advertised on Bidnet and the City's website. The solicitation was broadcast to seven hundred and fifty-eight (758) vendors with bids due September 7, 2025. A total of six (6) responses were received. The Procurement Department conducted an internal review of each submittal. Collins General Construction, LLC submitted the lowest responsive and responsible bid in response to this solicitation and its requirements. Collins General Construction, LLC award amount shall be \$179,830.90. The contractor shall have one hundred and eight (180) days from receipt of a Notice to Proceed (NTP) and Purchase Order (PO) to complete this project. **Recommendation:** Based on the foregoing, it is recommended that City Council approve the recommendation for award and authorize the issuance of a Purchase Order (PO) for a not to exceed amount of \$179,830.90 for the purchase and installation of gazebo's at



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Salem Park and Fairington Park. The Director of Finance and City Manager is seeking authorization to make payment from GL 300-1575-541510, SPLOTS funds.

OPTIONS: Approve, Deny, Defer [Click or tap here to enter text.](#)

RECOMMENDED ACTION: Approve Staff recommends approval of the recommendation to award and authorize the issuance of a Purchase Order (PO) to Collins General Construction, LLC. to purchase and install gazebo's at Salem Park and Fairington Park for a not to exceed amount of \$179,830.90

ATTACHMENTS:

- (1) Attachment 1 - CITB-0009-25 Solicitation Package (Final) and Broadcast Information
- (2) Attachment 2 - Bid Tabulation Sheet and Procurement Department Internal Review Form
- (3) Attachment 3 - Collins General Construction, LLC Bid Submittal
- (4) Attachment 4 - [Click or tap here to enter text.](#)
- (5) Attachment 5 - [Click or tap here to enter text.](#)