

Staff Summary Report

Council Meeting Date: 03-20-2008

Agenda Item Number: _____

SUBJECT: Request approval of a one-year renewal of a contract with Arizona Tents & Events LLC (formerly Classic Events & Parties) for tent rental and special event supplies.

DOCUMENT NAME: 20080320fslg08 **PURCHASES (1004-01)**

SUPPORTING DOCS: No

COMMENTS: (T06-114-01) Total amount not to exceed \$55,000.

PREPARED BY: Lisa Goodman, CPPB, Procurement Officer, 480-350-8533

REVIEWED BY: Michael Greene, CPM, Central Services Administrator, 480-350-8516
Carlos de Leon, Deputy Public Works Manager – Transit & Transportation, 480-350-8527
Rosa Inchausti, Diversity Manager, 480-350-8999
Mark Richwine, Parks and Recreation Manager, 480-350-5325

**LEGAL REVIEW AS
TO CONTRACT FORM**

ONLY: N/A

FISCAL NOTE: Sufficient funds have been appropriated in various citywide cost centers.

RECOMMENDATION: Approve the renewal of the contract.

ADDITIONAL INFO: Council originally approved the award of this contract on April 6, 2006. Staff is requesting that the contract be renewed for an additional year under the available renewal options. This contract is used by various City departments for the rental of tents, canopies, tables and chairs, stage equipment, and related special event fixtures and supplies.