



RATIFICATION OF PURCHASE ORDER AND PAYMENTS TO PLAYCORE WISCONSIN FOR PLAYGROUND EQUIPMENT AND INSTALLATION

City Council Meeting
October 24, 2017

Gloria Hurtado, Deputy City Manager
Deborah Lauchner, Chief Financial Officer

Background

In December 2015, a Purchase Order was issued to PlayCore Wisconsin dba Gametime Inc. for playground equipment and installation at 2375 West College Avenue. The work was completed to the satisfaction of the City in March 2016 and the contractor received payment from the City for that work in March 2016.

Under applicable City policies, the purchase and installation of playground equipment should not have been processed through a purchase order. Rather, an approved cooperative purchase, a public works contract or a design build contract, with appropriate approvals, competitive process, insurance, guarantee and bonding, should have been used.

Recommendation

It is recommended by the Finance Department and City Manager that the Council, by resolution, ratify the Purchase Order and associated payments made to PlayCore Wisconsin dba Gametime Inc. for playground equipment and installation at 2375 West College Avenue, and waive any defects in the purchasing process.

Further Analysis

The City Manager is working to ensure that the types of contracting and purchasing errors that occurred in connection with this project do not occur in the future. The City has retained Management Partners to help create clearer and improved contracting and purchasing processes, and key City personnel involved in those processes will receive training regarding these processes.

QUESTIONS?