



LEGISLATIVE MEMORANDUM

TO: Honorable Mayor and Members of the City Council

FROM: Suzanne Sherman, City Manager

THRU: Greg Minor, Parks and Facilities Department Director; George Barber, Chief Procurement Officer

DATE: September 19, 2024

RE: Miscellaneous: 'Piggyback Purchase', prefabricated concrete buildings, Turkey Creek restroom building (Sourcewell contract) - Parks and Facilities Department (CXT, Inc. - \$190,968).

SUMMARY:

Turkey Creek Sanctuary was established in 1981 with the formation of a citizen support group, Friends of the Turkey Creek, that still exist today. It boasts a 1.85-mile boardwalk passing through hydric hammock, mesic hammock, and sand pine scrub communities, 1.5 miles of jogging trails through native forest, a multitude of native wildlife, and a 1-mile mountain bike trail with a direct connection to an additional 8 miles. The on-site Margaret Hames Nature Center offers educational exhibits, programs, day camps, tours, a library, and a gift store, all serving to attract new and repeat visitors. The Margaret Hames Nature Center houses the only restroom in the entire Sanctuary and is only available during normal business hours. With the City's population growth and increased area tourism, Turkey Creek Sanctuary has experienced a similar increase in visitors and a need for additional restroom facilities.

Having identified the need for additional restrooms, the Parks and Facilities Department obtained Council approval on December 21, 2023 for the use of up to \$300,000 of Parks Impact Fees. After reviewing options, it was determined that piggybacking off Sourcewell Contract #081721-CXT, Prefabricated Concrete Buildings, was in the best interest of the City.

Sourcewell, a State of Minnesota local government unit and service cooperative that offers cooperative procurement solutions to government entities, issued a national Request for Proposals for Restroom and Shower Facility Solutions. The City's Parks and Facilities Department wishes to utilize Sourcewell's awarded vendor for prefabricated buildings.

These new permanent restroom structures will eliminate the annual rental fees for portable toilets and will enhance the visitor experience. The purchase of a prefabricated structure is the most

Honorable Mayor and Members of the City Council

Legislative Memorandum

Page | 2

inexpensive way to provide a clean, permanent, and environmentally friendly bathroom for all visitors to use. The new restroom facility will be located at the entrance to the sanctuary, taking the place of the existing butterfly garden. The butterfly garden will be relocated, providing a community engagement activity.

Turkey Creek Sanctuary is located within zip code 32905; therefore, staff will use Parks Impact Fees from Nexus 32905.

REQUESTING DEPARTMENTS:

Facilities & Parks

Procurement

FISCAL IMPACT:

The total for the CXT restroom building turnkey is \$190,968.45. Funding is available in Parks Impact Fees, Nexus 32905, #191-4550-572-6501, project #24PK03.

STAFF RECOMMENDATION:

Motion to approve the utilization of Sourcewell Contract # 081721-CXT, Prefabricated Concrete Buildings, for the FY24 Turkey Creek Restroom project.

ATTACHMENTS:

1. CXT quote