
MEMO

APPROVED
4/15/2024



DATE: April 10, 2024
FROM: Matney M. Ellis
Procurement Director
TO: Board of County Commissioners
SUBJECT: Agreement – Natural Structures

A handwritten signature in black ink, appearing to read "Matney M. Ellis", with a long horizontal flourish extending to the right.

Submitted for your approval and execution is the attached Sales Agreement between the Board of County Commissioners of the County of Tulsa, Oklahoma on behalf of Tulsa County Parks Department and Natural Structures for the authorization of replacement parts and services to the slide repair project at South County Recreation Center at a cost of \$9,773.00, as further described in the attached.

Respectfully submitted for your execution and approval.

MME / dcc

SUBMITTED FOR: The April 15, 2024 BOCC meeting agenda.

CME# 20240586



Replacement Parts

Budgetary Quotation/Order Form

APPROVED

4/15/2024

QUOTE#
102.012.0224
REV.2

QUOTE IS VALID FOR 30 DAYS FROM DATE

Bill To: **Tulsa County BOCC**
218 W. 6th St., Ste. 230
Tulsa, OK

Date: **1-Mar-24**
Project: Slide Repair
Ship To: 13800 South Peoria Ave.
Bixby, OK

74119
Contact: Kim Darling
Phone: (918)596-5988
Fax: ?
E mail: kdarling@tulsacounty.org

74008
Site Contact: Scott Bartel
Site Phone: (918) 746-3780
Customer PO# ?

Current Estimated Ship Date: **6 to 8 Weeks From Order Date**

Required Delivery Date: ?

Qty	Catalog #	Description	Price Each	Price Total
1	PAJ0-0001	24" OD Polyethylene Flume, Straight Tunnel	\$639.00	\$639.00
2	24HDW-G-Kit	24" ID Polyethylene Slide Flume Seam Gasket and Stainless Steel Hardware Kit. <i>(Includes Seam Gasket, SS Flume Bolts, SS Washers and SS Lock Nuts)</i>	\$92.00	\$184.00
1	PAG3-1004	Deluxe Series, New Style Replacement RH Stair Hand Railing for 72" Tall Slide Deck Platform, Includes New Stainless Steel Hardware (Standard Colors) <i>(Replaces Old Style PAG3-0214)</i>	\$994.00	\$994.00
1	PAG3-1005	Deluxe Series, New Style Replacement LH Stair Hand Railing for 72" Tall Slide Deck Platform, Includes New Stainless Steel Hardware (Standard Colors) <i>(Replaces Old Style PAG3-0214)</i>	\$994.00	\$994.00
1	PAG3-0913	72" Tall, 8" Rise, 8" Run, 24" Wide Stairs, Aluminum Construction with Embossed Non Slip Surface and Textured Thermal Plastic Finish, Non-Puddling, Non Slip Design, Includes New Stainless Steel Hardware (Standard Colors) <i>(Replaces Old Style PAG3-0497)</i>	\$1,800.00	\$1,800.00
2	PTG4-1795	Deluxe Series, Stair to Deck Wall, Adapts New Style Stairs to Old Style Deck Walls, Includes New Stainless Steel Hardware (Standard Colors)	\$300.00	\$600.00
1	PTX4-0011	Deluxe Series, 4 -1/2" Dia Tower Post for 6' Tall Deck Platform	\$1,110.00	\$1,110.00
2	PTH4-0001 Set	Clamp Set for 4 -1/2" Dia. Post, Includes; Two Powder Coated Cast Aluminum Clamp Halves and New 304 Stainless Steel Hardware.	\$90.00	\$180.00

PROJECT INFORMATION

Note>	Deluxe Series is Powder Coated Stainless Steel		
Reference>	NS # 97-P036, 08-P203, 08-P248, 10-P201 Model # 0083M-30/24RH44-4R12-0736E12		
Colors>	Polyethylene Flume Color = Dark Blue		
Color>	Powder Coat for Deck Wall Adapters = Smoke		
Color>	Powder Coat for Stair Railings = Smoke		
Color>	Aqua Plast for Stairs = Blue		
Color>	Powder Coat for Clamps = Smoke		

NOTE THAT ALL LEAD TIMES ARE ESTIMATED AT TIME OF QUOTE AND SUBJECT TO CHANGE

This Quote Excludes: Delivery Off Loading, Site Staging, Concrete Work, Concrete Slabs, Concrete Footings, Electrical, Plumbing, Installation, Inspections, Testing, Bonds, Permits - Local or Provincial and Brokerage Fees

PLEASE NOTE THAT: Unless Proper Tax Exempt Paper Work is provided at time of order, and or stated in a Contract: Tax rate shown is calculated on product total, engineering, installation, and or any other services rendered to the Delivery Address Zip Code. Unless otherwise excluded by State Tax Code. Due to the lead time of manufacturing process the Final Tax amount will be Calculated at the Time of Shipment. All Products are Shipped Unassembled unless Otherwise Specified.

Natural Structures is **not** responsible for Obtaining State and Local Permits. **Delivery Off Loading and Site Staging** is by Others, a **Forklift is Recommended.**

NOTE: ALL FINAL TERMS ARE TO BE BASED ON CLIENTS CREDIT REVIEW AND SUBJECT TO CHANGE.

TERMS	VISA/MasterCard Accepted	USD Sub-Total:	\$6,501.00
	We do NOT accept American Express	Tax is to be calculated on product only.	
\$4,886.50	50% Deposit On Approved Credit. <i>(Balance Due 30 Days Net From Date of Shipment)</i>	9.966999999999999% Tax:	Exempt
Applicable	Net 30 to Government Agencies with Formal P.O.	Requires Tax Exemption Certificate for Tax Exemption	
		Fed Ex Ground Freight:	\$3,272.00
\$195.03	3% Cash with Order Discount on Sub-Total with Payment in Full at Time of Order.	"Freight on Board"	
		Delivered to "74008" USD Total:	\$9,773.00
Sale Person: <u>Ashley Clark / Scott R. Swanson</u> District Marketing Manager / Sales & Marketing Manager		APPROVED AS TO FORM/ LEGALITY <i>Andrew C. Mihelich</i> ASSISTANT DISTRICT ATTORNEY Andrew C. Mihelich	
Authorized Signature: <u>[Signature]</u> Client			
Date:	4/15/2024	Attest:	<u>[Signature]</u> Michael Willis, County Clerk

NATURAL STRUCTURES

PO Box 270, Baker City, OR 97814 PH: 800-252-8475 Fax: 541-523-5052
Email: ashley@naturalstructures.com / scott@naturalstructures.com www.naturalstructures.com

CMF# 20240586

REV.04.03.24.S.S.

Freight Unloading Requirements

Slides and Small Shelters are generally shipped on a 53' enclosed semi-trailer. (70' to 80' total length). Large shelters are generally shipped on flatbed semi-trailers. Multiple orders are shipped on the same load, whenever possible. This is the most economical shipping method. It also helps to minimize damages because the cargo stays on the truck until it reaches its final destination, without having to unload and re-load at various shipping hubs. However, because we are coordinating with multiple customers, the shipping process is somewhat fluid. Small orders can sometimes be shipped via "Less-than-load" (LTL) freight, with lift gate service available for an extra fee.

Some tools and equipment may be required for off-loading--

3/8" nut driver, to disassemble fiberglass racks, if present.

9/16" nut driver, and ratchet or wrench, to disassemble fiberglass slides that may be bolted together.

Hammer, crowbar, and sheet metal shears (band shears) to disassemble pallets.

Long straps, chains, or ropes, to drag pallets to the rear of the trailer, and to assist unloading long items.

Furniture dollies and pallet jack can be useful for some loads, to move items to the rear of the trailer.

Forklift, boom lift, or other equipment for unloading pallets, steel posts, and other heavy items.

Unloading without a forklift-- For smaller orders, it is sometimes possible to disassemble pallets inside the truck, and unload the individual pieces manually, without the use of a forklift. This method, however, is less desirable, because if it takes too much time to unload, the driver may charge an extra fee. **Nearly all shelters, and slides which utilize 14" diameter structural posts require a forklift or other equipment to unload, because the individual items are too heavy to offload by hand.**

Poly Slides-- Most poly slides have a combination of "carry" slide tubes and pallets for the metal parts. The plastic slide tubes can be unloaded manually by a crew of 2-4 people. Pallets of metal require a forklift or disassembly.

Fiberglass Slides-- Most fiberglass pieces can be unloaded manually, with 2-4 people. Racks can be offloaded using a forklift, and straps tied to the backrest of the forklift to support the overhanging portion. Use people on either side to steady the load as it is removed from the trailer. Alternately, the fiberglass can be unscrewed from the racks, using a 3/8" nut driver, and unloaded manually. A 9/16" wrench, driver, or ratchet can be used to disassemble pieces that may be bolted together. A forklift or other equipment may be required to lift heavy steel structural posts, if present.

Stainless Steel Slides-- Most stainless slides are shipped on pallets and in pallet boxes. A forklift or other equipment is generally required for off-loading.

Shelters-- Shelters nearly always require a forklift (or in some cases, a heavy duty forklift or a crane) to unload.

Mushrooms-- Mushrooms over 8' wide are shipped on a flatbed semi-trailer, and are too wide to be shipped LTL. They can be unloaded using a forklift with fork extensions, or by hand, using a 2 to 4-person crew, depending on weight. Pallets can be disassembled, if necessary, to reduce weight.

Dear Client: Thank you for your order. Natural Structures has developed the following procedures for receiving materials from the freight company. This is to ensure you receive the correct number of pallets, skids, boxes etc., and they are in good condition.

CUSTOMER RECEIVING PROCEDURE

NOTE: It is the responsibility of the owner /purchaser for off loading any/all materials, pallets, boxes, skids, etc. upon arrival from the freight company.

OWNERSHIP: Natural Structures does not own the load once it's signed over to the freight company on the bill of lading. All mistakes caused by moving (loading & unloading) packages are born solely by the customer.

REMOVAL OF MATERIALS: DO NOT REMOVE anything that's NOT on the bill of lading regardless of what the truck driver says. (You're responsible for paying all freight that you remove.)

SIGNED BILL OF LADING: The signed bill of lading will be used for all disputes per Federal Law. It's imperative you document what is received regardless of what the truck driver tells you.

FREIGHT DAMAGE: All freight damage MUST be noted on the bill of lading. NO EXCEPTIONS. If you're concerned with hidden damage this also needs to be noted on the bill of lading. All parts are subject to inspection.

PACKAGING: Any and all parts without packaging (cardboard, foam wrap, clear poly tubing etc.) need to be noted "parts are subject to inspection". The freight company probably removed the packaging.

MULTIPLE SHIPMENTS ON A SINGLE TRUCK: All loads are color coded. Everything with a color coordinating with the bill of lading is yours. Please check ship to addresses on all pallets, skids, hand carries etc. as each part is labeled with the customer ship to address.

PACKAGING DESCRIPTIONS:

PALLET: Constructed of wood or plastic maybe picked up with a forklift. Materials are banded, card boarded, or foam wrapped. The entire pallet is shrink-wrapped.

BOX: Constructed of corrugated cardboard and sealed. (Very seldom shipped by itself).

SKID: Constructed of wood or plastic may be picked up with a forklift. Materials are banded, card boarded, or foam wrapped. The entire skid is shrink-wrapped.

HAND CARRYS:

POLYETHYLENE FLUMES: are wrapped in poly tubing and sealed.

FIBERGLASS FLUMES: corner and edges are cardboard wrapped and (if nested together) skidded with some foam and shrink-wrap.

STEEL POSTS AND STAIR SIDES: all plates and tabs are card boarded and entire surface is shrink wrapped.

OTHER PRODUCTS: are either skidded, palletized or hand carried in accordance to the above packaging procedures.

LONG/SHORT TERM STORAGE OF MATERIALS: Wood Products including cedar shingles and message boards need to be stored away from the sun and rain as this may cause fading, mold & mildew. Steel roof materials need to be tarped to prevent moisture. Steel needs to be tarped if located in a hot climate.

NOTE: When receiving materials from the freight company, if there's any questions or doubt in regards to the shipment please call Natural Structures immediately at 1-800-252-8475. (The truck driver can wait while you are making your inquiry).

I've read and agree to the above said procedures and have authorization to sign on behalf of the owner.

Customer Signature

Date

REF# 102.012.0224

Natural Structures PO Box 270 Baker City, OR 97814 (800) 252-8475 Fax: (541) 523-0231