



MEMORANDUM

TO: Gregg Mandsager, City Administrator
FROM: Richard Klimes, Director of Parks and Recreation
DATE: July 10, 2013
RE: Request Approval to Purchase Blowers

Handwritten signature/initials

INTRODUCTION:

Please accept this memo and the attached information as a request for approval to purchase two (2) Blowers for the Parks and Recreation Department.

BACKGROUND:

The Blowers as explained in the attached memo from Randy Moeller, Golf Course Supervisor shows that they will be used to more efficiently and effectively prepare grounds and facilities for the enjoyment of the public. One blower will be used exclusively at the golf course to help with the management of grass clippings and other debris on the greens, cart paths, and sidewalks. The second blower will be shared between Park Maintenance, Kent Stein Park, and the Soccer Complex to help manage the cleaning of the trail system, sidewalks, parking lots, and with grass clumping at the sports facilities.

RECOMMENDATION:

The City's Purchasing Policy was used to solicit for qualified responsive and responsible vendors to submit bids as specified.

Again, as the attached memo will explain, we received two (2) bids that met the minimum requested specifications.

At this time, the City Staff would recommend that the City Council approve the purchase of two (2) Buffalo Turbine KB4 Blowers from Van Wall Equipment Company for \$5995.00 each.

The FY 2013-14 Budget had \$6700.00 in the Golf Maintenance Division, \$3500.00 in the Park Maintenance Division, and \$3500.00 in the Soccer Division approved for the purchase of this equipment.

BACKUP INFORMATION:

1. Blower Purchase Memo

Thank you for your time and attention to this matter. Please contact me if you have any comments, questions, or concerns.

C. Les Dennis, Park Maintenance Supervisor
Randy Moeller, Golf Course Supervisor
Nick Gow, Athletic Facilities Manager

MEMORANDUM

July 9, 2013

TO: Richard Klimes, Director of Parks and Recreation
FROM: Randy Moeller, Golf Course Supervisor
SUBJECT: Blower purchases for The Soccer Complex/Park Maint. and The Golf Course

Goals and Objectives:

Our goal is to acquire the equipment at the Golf Course, Park Maintenance, and The Soccer Complex that is needed to fulfill our duties to the best of our abilities. Subsequently, getting the best piece of equipment that meets or exceeds all of our specifications for the least amount of money. This will allow us to provide quality facilities for the public to enjoy.

Bids were sent out to three vendors with two of the three responding. All of the machines that were bid meet or exceed all of our specifications. The results are as follows:

<u>Company name</u>	<u>Model</u>	<u>Bid Price</u>
Van Wall Equipment	Buffalo Turbine KB4	\$5995.00/each
MTI Distributing Inc.	Toro Proforce Blower	\$6095.00/each
Davis Turf Werks		No Bid

The Golf Course has \$6700.00 budgeted and approved for this purchase, and Park Maintenance and The Soccer Complex have \$3500.00/each budgeted and approved for this purchase in the FY 13-14 budgets.

Therefore it is our recommendation that we purchase 2 of the Buffalo Turbine KB4 blowers from Van Wall Equipment Company out of Rock Island, Illinois for \$5995.00 each. One of them will be for the Golf Course and one will be split 50% Park Maintenance and 50% The Soccer Complex.

Randy Moeller
Golf Course Supervisor

Nick Gow
Athletic Facilities Manager

Les Dennis
Park Maintenance Supervisor