



MEMORANDUM

TO: Gregg Mandsager, City Administrator
FROM: Richard Klimes, Director of Parks and Recreation *Richard Klimes*
DATE: August 9, 2013
RE: Request Approval to Purchase Deep-tine Aerifier

INTRODUCTION:

Please accept this memo and the attached information as a request for approval to purchase a Deep-tine Aerifier for the Soccer Division as requested and approved during the recent budget process.

BACKGROUND:

The requested Deep-tine Aerifier as explained in the attached memo from Nick Gow, Athletic Facilities Manager will replace worn out unit and will be used as needed throughout the park system. The old unit will be traded in on the new unit.

RECOMMENDATION:

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

We received two (2) bids that met the minimum requested specifications. The bid results are on the attached memo. At this time, the City Staff would recommend that the City Council approve the purchase of the Deep-tine Aerifier from Turfwerks in the amount of \$21,600.00

The FY 2013-14 Budget had \$33,500.00 approved for this piece of equipment.

BACKUP INFORMATION:

1. Deep-tine Aerifier Memo

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

C: Nick Gow, Athletic Facilities Manager

MEMORANDUM
August 9, 2013

To: Richard Klimes, Director of Parks and Recreation
From: Nick Gow, Athletics Facilities Manager
Subject: Purchase Deep-tine Aerifier

In the FY13/14 budget, \$33,500 was approved to purchase a deep-tine aerifier for the Soccer Complex. Proposals were sent out to several companies with two bids received with both meeting the specifications. The following are the proposal results including the trade-in of a 1998 Verti-Drain aerifer:

| <u>Company</u> | <u>Total</u> |
|-----------------------------|--------------------------------------|
| Commercial Turf and Tractor | \$31,805.50 (met all specifications) |
| Turfwerks | \$21,600 (met all specifications) |

After reviewing the proposals, I recommend that we purchase the deep-tine aerifier from Turfwerks. This aerifier was the lowest bid and met all specifications

This deep-tine aerifier will be used at both the Soccer Complex and Kent Stein Park on a regular basis, and outside parks when needed. Please let me know if you have any questions or need any additional information.