

MEMORANDUM

TO: Gregg Mandsager, City Administrator
FROM: Richard Klimes, Director of Parks and Recreation
DATE: April 15, 2012
RE: Request to Purchase Golf Course Mower



INTRODUCTION:

Please accept this memo and the attached information as a request for approval to purchase a mower for the Municipal Golf Course as requested and approved during the recent budget process.

BACKGROUND:

The requested mower as explained in the attached memo from Randy Moeller, Golf Course Supervisor, will replace an aged mower that mows the rough grass areas at the golf course. The mower being replaced will be traded in on the new mower.

RECOMMENDATION:

Again as the attached memo will show, the City's Purchasing Policy was used to solicit for qualified responsive and responsible vendors to submit bids as specified. We received six (6) timely submitted bids with three (3) of the bids meeting the minimum specifications. There was \$15,670.00 approved in the budget for this purchase.

At this time, the City staff would recommend that the City Council approve the purchase of a Progressive Pro Flex 120 Wide Area Rotary Finishing Mower from Turf Werks, Johnston, Iowa in the amount not to exceed \$13,530.00.

BACKUP INFORMATION:

1. Memo from Golf Course Supervisor

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

C: Randy Moeller, Golf Course Supervisor

MEMORANDUM

April 13, 2012

TO: Richard Klimes, Director of Parks and Recreation
FROM: Randy Moeller, Golf Course Supervisor
SUBJECT: Purchase of Wide Area Rotary Finishing Mower

In the FY11/12 revised budget there is \$15670.00 approved to purchase a Wide Area Rotary Finishing Mower for the Golf Course. There is a trade-in mower also listed as part of this purchase. Bids were sent out to 6 vendors with all six responding.

The results are as follows:

| <u>Company</u> | <u>List Price</u> | <u>Trade in</u> | <u>Purchase Price</u> | <u>Met specs</u> |
|---------------------------|-------------------|-----------------|-----------------------|------------------|
| Turf Werks | \$16780.00 | \$3250.00 | \$13530.00 | Yes |
| Burriss Equipment Company | \$19825.00 | no-trade | \$19825.00 | Yes |
| Magic Turf Equipment | \$20997.35 | \$2750.00 | \$18247.35 | Yes |
| Precision Equipment | \$14764.00 | \$5000.00 | \$9932.00 | No |
| Precision Equipment | \$14932.00 | \$5000.00 | \$9764.00 | No |
| MTI Distributing | No Bid | | | No |

After reviewing all of the bid results, there are three companies that meet the minimum specifications that we asked for. I recommend that we purchase the mower from Turf Werks of Johnston, Iowa for the bid amount of \$13530.00 which is below the budgeted amount and was the lowest bid submitted that met our specifications.

This Wide Area Rough Mower will be used on a daily basis at the Golf Course. This new machine will replace an old machine that has served out its useful life and is in need of some major repairs if we were to keep it.