

MEMORANDUM

TO: Gregg Mandsager, City Administrator
FROM: Richard Klimes, Director of Parks and Recreation 
DATE: January 13, 2015
RE: Request Approval to Purchase Right of Way Arm Mower and Tractor

INTRODUCTION:

Please accept this memo and the attached information as a request for approval to purchase a Right of Way Arm Mower and Tractor for the Park Maintenance Division as requested and approved in the current budget.

BACKGROUND:

The requested mower and tractor as explained in the attached memo from Randy Moeller, Park Maintenance Supervisor, will replace a worn out unit that no longer works. This mower and tractor is used throughout the City but is primarily used to mow the hard to reach right of way areas that a normal mower cannot access safely.

RECOMMENDATION:

In compliance with the City's Purchasing Policy, qualified responsive and responsible vendors were solicited to submit bids. The attached supporting memo shows the breakdown on the tractor bids and on the mower bids.

At this time, the City Staff would recommend that the City Council approve the purchase of the tractor from Kunau Implement, DeWitt, Iowa in the amount of \$33,297.70.

Additionally, at this time, the City Staff would recommend that the City Council approve the purchase of the arm mower from Diamond Mowers, Sioux Falls, South Dakota in the amount of \$17,712.00.

The total purchase price of the arm mower and tractor is \$51,009.70. The FY 2014/15 Budget had \$49,000.00 approved for these pieces of equipment. The old tractor and arm mower along with an old woods mower was used as a trade in for this purchase request.

The arm mower and tractor is over budget by \$2,009.70 and is funded from the Road Use Tax Fund. The recent ZT mower purchase and the proposed truck purchase although funded from the Equipment Replacement Fund was under budget by \$3,396.00.

BACKUP INFORMATION:

1. Supervisor Support Memo

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

C. Randy Moeller, Park Maintenance Supervisor

MEMORANDUM

January 9, 2015

TO: Richard Klimes, Director of Parks and Recreation
FROM: Randy Moeller, Park Maintenance Supervisor
SUBJECT: Purchase of Right of Way mowing tractor

In the FY 14-15 budget there is \$49000.00 approved to purchase a replacement arm mower and new tractor for Right of Way mowing. Bids documents were sent out with 3 bids being submitted for the tractor and 1 for the mower.

The results are as follows:

Tractor

<u>Company</u>	<u>List Price with options</u>	<u>Trade in's</u>	<u>Purchase Price</u>
Kunau Implement	\$37297.70	-\$4000.00	\$33297.70
Sinclair Tractor	\$39655.00	-\$2750.00	\$36905.00
Morning Sun Imp.	\$45169.00	-\$8000.00	\$37169.00

Mower

<u>Company</u>	<u>Purchase Price</u>
Rexco Equipment, Inc.	no-bid
Mid Country Machinery	no-bid
Diamond Mowers	\$17,712.00

After reviewing all of the bid results, I recommend that we purchase the tractor from Kunau Implement of Dewitt, Iowa in the amount of \$33297.70. The tractor meets and/or exceeds all of our specifications for this mowing application. I would also recommend that we purchase the mower from Diamond Mowers of Sioux Falls, South Dakota in the amount of \$17712.00. This mower will meet all of our mowing needs.

This tractor and mower replacement will allow us to maintain the right of ways to a high level of quality. This machine is also used extensively throughout the City by other divisions in the Parks and Recreation system as well as other departments as needed.

There was a total of \$80,000 budgeted for the purchase of a new pickup truck, a Right of Way arm mower and tractor, and a ZT mower for the Cemetery. These purchases all together totaled \$78613.74 leaving \$1386.26 left over so all purchases together are under budget as a whole.

The tractor and mower are over budget by \$2009.70.
The ZT was under by \$1239.96.
The truck will be under by \$2156.00.