

MEMORANDUM

To: Gregg Mansager, City Administrator
From: Richard Klimes, Director of Parks and Recreation 
Date: July 15, 2016
RE: Request Approval to Purchase Park Maintenance Truck

INTRODUCTION:

Please accept this memo and the attached information as a request for approval to purchase a truck for the Park Maintenance Division as requested and approved during the recent budget process.

BACKGROUND:

The requested truck as explained in the attached memo will be used in the Park Maintenance Division for snow removal during the winter, trailering equipment, and for general facility maintenance throughout the year.

RECOMMENDATION:

The City's Purchasing Policy was used and qualified responsive and responsible vendors did submit bids as requested. We have received four (4) bids that met the minimum requested specifications. The bid results are on the attached memo from Nick Gow, Superintendent of Parks. At this time, the City Staff would recommend that the City Council approve a purchase order to Krieger Motor Co. in the amount of \$54,164.00 for a 2017 Ford F450 Truck.

The FY 16/17 budget has \$60,000.00 approved for the purchase of this truck.

BACKUP INFORMATION:

1. Division Support Memo

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

C. Nick Gow, Superintendent of Parks

MEMORANDUM

July 14, 2016

To: Richard Klimes, Director of Parks and Recreation
From: Nick Gow, Superintendent of Parks
Subject: Purchase Truck

In the FY16/17 budget, \$60,000 was approved to purchase a one-ton truck with dump box and snow removal plow for Park Maintenance. This truck will be used for snow removal during the winter, trailering equipment, hauling and dumping mulch, soil, branches, sand, etc., and general maintenance throughout the year. Bids were sent out to several companies. The following are the bid results:

<u>Company</u>	<u>Total</u>
Kriegers	\$54,164
Stivers Ford	\$55,861
Pat McGrath Dodge	\$56,870
Pat McGrath Dodge	\$61,380

After reviewing the bids, I recommend that we purchase the Ford F450 from Kriegers for \$54,164. This truck met all specifications, comes with a 9.5' v-plow, has a 9' dump box, and was the lowest bid.