

MEMORANDUM

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

INTRODUCTION:

Please accept this memo and the attached information as a request for approval to purchase a Zero Turn Mower for the Cemetery as requested and approved during the recent budget process.

BACKGROUND:

The requested mower as explained in the attached memo from Nick Gow, Superintendent of Parks, will replace an aged and worn out mower. This mower will be used primarily in the Cemetery but like all of our mowers it will be used as needed to help maintain public property.

RECOMMENDATION:

The City's Purchasing Policy was used and qualified responsive and responsible vendors did submit bids as requested. We received seventeen (17) bids with nine (9) meeting the minimum requested specifications. The bid results are attached for your review in the Division Support Memo. At this time, the City Staff would recommend that the City Council approve a purchase order to Iowa Farm Equipment in the amount of \$8,499.00 for the purchase of a Grass Hopper R225 Zero Turn Mower.

The FY 16/17 budget has \$10,000.00 approved for the purchase of this mower.

BACKUP INFORMATION

1. Division Support Memo

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

In the FY16/17 budget, \$10,000 was approved to purchase a zero turn mower for the Cemetery. Bids were sent out to several companies with 17 bids returned. The following are the bid results:

<u>Company</u>	<u>Total</u>
City Tractor Company	\$5,746 (did not meet specs)
City Tractor Company	\$6,066 (did not meet specs)
City Tractor Company	\$6,911 (did not meet specs)
City Tractor Company	\$7,221 (did not meet specs)
City Tractor Company	\$7,671 (did not meet specs)
City Tractor Company	\$8,048 (did not meet specs)
Iowa Farm Equipment	\$8,499
City Tractor Company	\$9,098 (did not meet specs)
QC Power	\$9,439
City Tractor Company	\$9,548
Bobcat of the QC	\$9,678
Kunau Inc.	\$9,994.13
Muscatine Lawn & Power	\$10,540.40
Sinclair Tractor	\$10,930.86
Iowa Farm Equipment	\$11,599
Muscatine Lawn & Power	\$13,325
Kunau Implement	\$13,595

After reviewing the bids, I recommend that we purchase the zero turn rear discharge mower from Iowa Farm Equipment for \$8,499. This mower was the lowest bid that met all specifications. The six bids that came in lower did not meet specifications, including all being side discharge mowers which would toss clippings onto grave stones throughout the Cemetery.