

## MEMORANDUM

TO: Gregg Mandsager, City Administrator  
FROM: Richard Klimes, Director of Parks and Recreation  
RE: Request Approval to Purchase Tree Spade  
DATE: January 29, 2019



### INTRODUCTION:

Please accept this memo and the attached information as a request for approval to purchase a tree spade for the Parks and Recreation Department.

### BACKGROUND:

Due to the increased volatility of our tree inventories on public property and public right of ways it is becoming increasingly necessary to remove existing trees and replace them. With the use of a tree spade we will be able to more efficiently harvest and replace trees from our wooded areas and tree nurseries to public property areas.

### RECOMMENDATION:

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

The attached memo from the Division Supervisor shows the bid results for this purchase.

At this time, City Staff would recommend that the City Council approve the purchase of a tree spade from Bobcat of the Quad Cities in the amount of \$21,079.50.

The FY18/19 budget has \$21,000.00 approved for the purchase of a tree spade.

### 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

January 30, 2019

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

In the FY18/19 budget, \$21,000 was approved to purchase a tree spade attachment for the Park Maintenance operations. Bids were sent out with the following results:

| <u>Company</u>            | <u>Total</u>                           |
|---------------------------|--|
| Sinclair Tractor          | \$10,000 (did not meet specifications) |
| Bobcat of the Quad Cities | \$21,079.50                            |

After reviewing the bids, I recommend that we purchase the tree spade attachment from Bobcat of the Quad Cities. This machine was the lowest bid that met specifications. The tree spade will be used throughout our parks and athletic facilities. We will look to expand our tree nurseries, not only at the golf course, but into other areas of our parks in the future. This tree spade will allow us to properly harvest trees and give them the best opportunity to thrive.