

MEMORANDUM

TO: Gregg Mandsager, City Administrator
FROM: Richard Klimes, Director of Parks and Recreation
RE: Request Approval to Purchase Riding Rotary Mower
DATE: July 12, 2019



INTRODUCTION:

Please accept this memo and the attached information as a request for approval to purchase a Riding Rotary Mower for the Soccer Complex.

BACKGROUND:

The Muscatine Soccer Complex is a 39-acre complex that was built in 1992 and welcomes over 250,000 guests annually. New this year is the development of a 17-acre facility expansion providing additional lighted fields, expanded parking, and safe street crossings. The requested mower will be used at the Soccer Complex and will help to transition the old mower for mowing needs at the expansion site.

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 Superintendent of Parks shows the bid results for this purchase.

At this time, City Staff would recommend that the City Council approve the purchase of a Toro 4700D Riding Rotary Mower for the Soccer Complex in the amount of \$73,360.53 from MTI Distributing.

The FY19/20 budget has \$82,000.00 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 comments, questions, or concerns.

C. Nick Gow, Superintendent of Parks

MEMORANDUM

July 12, 2019

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

In the FY19/20 budget, \$82,000 was approved to purchase riding rotary mower for the Soccer operations. Bids were sent out with the following results:

<u>Company</u>	<u>Make/Model</u>	<u>Total</u>
MTI Distributing	Toro 4100D	\$61,818.93 (did not meet specifications)
MTI Distributing	Toro 4700D	\$73,360.53

After reviewing the bids, I recommend that we purchase the Toro 4700D from MTI Distributing for \$73,360.53. This machine was the lowest bid that met specifications. This mower will be used to replace the current mower at the Soccer Complex that was purchased in 2008. The current mower of the Soccer Complex will be transitioned into mowing the four additional Soccer fields and the Muscatine Dog Park.