



TO: Mayor Tom Ross
Members of the City Council

FROM: Jason Sorenson, Assistant Public Works Director

DATE: May 1, 2023

SUBJECT: PROPERTY MAINTENANCE SMALL ARTICULATING LOADER – AWARD OF BID (4768)

I. RECOMMENDED ACTION

1. Recommend council approve the bid from General Equipment and Supplies, Inc. in the amount of \$89,150.00 for a small wheel loader.
2. Recommend council approve a budget amendment allocating funds for the loader and snow bucket purchase.

II. DEPARTMENT CONTACT PERSONS

Dan Jonasson, Director of Public Works 857-4140
Jason Sorenson, Assistant Director of Public Works 857-4140

III. DESCRIPTION

A. Background

The new city hall is a new location which will require additional maintenance. With the proximity to the two parking structures, a small loader would be a more efficient piece of equipment to maintain snow removal around the new city hall, the parking structures, and the old city hall.

B. Proposed Project

On April 4, 2023, bids were opened for a small articulating dozer for the Property Maintenance Dept. A tabulation of the bids is as follows:

<u>Bidder</u>	<u>Base Bid</u>
Titan Machinery	\$103,150.00
General Equipment	\$ 89,150.00
RDO Equipment Co	\$102,720.00
Butler Machinery	\$106,500.00

The machine submitted by General Equipment meets the specifications for this purchase.

C. Consultant Selection

N/A

IV. IMPACT:

A. Strategic Impact:

The City strives to keep public buildings well maintained and open for business. The loader will enable staff to get parking lots and sidewalks cleaned in a timely manner.

B. Service/Delivery Impact:

N/A

C. Fiscal Impact:

Project Costs

Loader Price	\$89,150.00
Loader Snow Bucket	\$10,000.00

Project Funding

Funding was meant to be budgeted in the amount of \$100,000 for the small loader and a snow bucket. This funding inadvertently didn't get added to the Property Maintenance capital equipment budget. A budget amendment is necessary to allocate the funds for this purchase.

V. ALTERNATIVES

N/A

VI. TIME CONSTRAINTS

N/A

VII. LIST OF ATTACHMENTS

1. Budget Amendment