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|  Council Communication Office of the City Manager | Date | September 14, 2009 |
| | Agenda Item No. 45B Roll Call No. <u>09-</u> Communication No. <u>09-638</u> Submitted by: Donald M. Tripp, Director of Park and Recreation | |

AGENDA HEADING:

Approval of accepting low dollar compliant bids for monument repair services within the City’s Cemeteries.

SYNOPSIS:

Recommend approval for City’s Purchasing Agent to issue bid awards to Corson’s Cemetery Restoration and Repair (Bobbi Jo Corson, Owner, 30574 MM Avenue, New Providence, Iowa 50206) for monuments at Elm Grove, Glendale, Laurel Hill, Oak Grove and Sims cemeteries and to Indianola Memorial Works (Martin Hall, Vice President, 706 S. Highway 65-69, Indianola, Iowa 50125) for Saint Ambrose and Woodland cemeteries.

FISCAL IMPACT:

Amount: \$51,000 (\$21,000 private donations and \$30,000 CIP)

Funding Source: Private donations in the amount of \$21,000 raised by Gerald LaBlanc deposited into Woodland Cemetery Maintenance SP725, PKS981800, page 222 (Operating Budget) and \$30,000 from Cemetery Infrastructure and Improvements, PKS138, CPO040PKS990000, CIP Park Improvements, page 5.

ADDITIONAL INFORMATION:

The Des Moines Park and Recreation Department requested the Finance Department Procurement Division to solicit bids for monument repair services at various city-wide cemetery locations. The Procurement Division issued Bid No. V09-046 to four (4) potential bidders with two (2) bids received. Both bidders’ responses were identical.

The Park and Recreation Department has previously used both companies for monument repair services and is confident in their respective abilities and quality of workmanship. Staff’s recommendation is to award two contracts; one to Corson’s Cemetery Restoration and Repair for monuments at Elm Grove, Glendale, Laurel Hill, Oak Grove and Sims cemeteries and one to Indianola Memorial Works for Saint Ambrose and Woodland cemeteries.

Through the efforts of Gerald LaBlanc, the City has received \$21,000 in private donations for the monuments at Woodland and Saint Ambrose and has also budgeted CIP funds for the other cemeteries to repair damaged monuments within the City’s six (6) cemeteries.

PREVIOUS COUNCIL ACTION(S): NONE

BOARD/COMMISSION ACTION(S): NONE

ANTICIPATED ACTIONS AND FUTURE COMMITMENTS: NONE

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