

 <p style="text-align: center;">Council Communication Office of the City Manager</p>	Date: July 11, 2011
	Agenda Item No. 36E Roll Call No. <u>11-1218</u> Communication No. <u>11-471</u> Submitted by: Donald M. Tripp, Director of Park and Recreation

AGENDA HEADING:

Approval of blanket purchase order to MTI Equipment to obtain Toro equipment repair parts as needed for fiscal year 2012.

SYNOPSIS:

Approve a blanket purchase order for the single-source non-competitive purchase of Toro-brand equipment repair parts as needed from MTI Distributing, Hugh Stafford, owner, 5303 NW 111th Street, Grimes, IA 50111, sole source vendor for Toro repair/replacement parts in the state.

FISCAL IMPACT:

Amount: \$50,000

Funding Source: FY 2012 Operating Budget, GE001 PKS041000, page 186.

ADDITIONAL INFORMATION:

This request is to authorize the Finance Department’s Procurement Division to issue a FY 2012 blanket purchase order to MTI Equipment for provision of Toro mowing and other turf-care and small equipment repair parts as needed by the Park and Recreation Department for maintenance of this manufacturer’s equipment, which is used extensively in the department’s turf maintenance program. Although the number and cost of parts varies each year depending on such factors as amount of use and age of equipment, based on historical need, it is anticipated that the maximum expense necessary for FY2012 will be \$50,000.

Municipal Code section 2-726 (a)(6) provides for a non-competitive procurement of repair parts when the required parts are available only from a single area-wide distributor and competitive bids for such parts are thus not prospectively attainable.

PREVIOUS COUNCIL ACTION(S):

Date: June 28, 2010

Roll Call Number: 10-1045

Action: [MTI](#) Distributing (Tom Swain, President) for non-competitive procurement of Toro heavy duty commercial equipment repair parts to be used by the Park and Recreation Department, estimated annual cost \$80,000. ([Council Communication No. 10-389](#)) **Moved by Moore to adopt. Motion Carried 7-0.**

BOARD/COMMISSION ACTION(S): NONE

ANTICIPATED ACTIONS AND FUTURE COMMITMENTS: NONE

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