



REQUEST FOR CITY COUNCIL ACTION

MEETING DATE: July 19, 2017

DEPARTMENT: Finance

DIVISION: Purchasing

- ☒ Motion
- ☐ Resolution
- ☐ Ordinance - Introduction
- ☐ Ordinance - Adoption
- ☐ Public Hearing

TITLE:

Bid Award: Bermuda and Rye Grass Seed

SUMMARY RECOMMENDATION:

Authorize the purchase of Bermuda and Rye Grass, for an estimated cost of \$118,500.00 with the following firms:

Crop Production Services Yuma, Arizona
Helena Chemical Phoenix, Arizona

(Parks & Recreation - Bid #2017-20000208) (Debbie Wendt/Robin R. Wilson)

REPORT:

This contract provides for the purchase and delivery of various types of grass seed utilized by Parks & Recreation at various city parks, athletic fields, and by other City departments. The bid was based on estimated quantities for usage.

This solicitation is conducted on an annual basis to ensure optimum germination; all grass seed furnished and delivered under this contract must have a harvest date that does not exceed eight months in age from the date the purchase order is placed.

Specified products will be purchased as needed from the lowest/responsive bidders, as noted on the following spreadsheet.

FISCAL REQUIREMENTS	CITY FUNDS:	\$118,500.00	BUDGETED:	\$120,000.00
	STATE FUNDS:	\$0.00	AVAILABLE TO TRANSFER:	\$0.00
	FEDERAL FUNDS:	\$0.00	IN CONTINGENCY:	\$0.00
	OTHER SOURCES:	\$0.00 \$0.00 \$0.00	FUNDING FOR THIS ITEM IS FOUND IN THE FOLLOWING ACCOUNT / FUND / CIP: Various accounts	
	TOTAL:	\$118,500.00		
	FISCAL IMPACT STATEMENT:			
ADDITIONAL INFORMATION	SUPPORTING INFORMATION NOT ATTACHED TO THE CITY COUNCIL ACTION FORM THAT IS ON FILE IN THE OFFICE OF THE CITY CLERK: 1. 2. 3. 4. 5.			
	IF CITY COUNCIL ACTION INCLUDES A CONTRACT, LEASE OR AGREEMENT, WHO WILL BE RESPONSIBLE FOR ROUTING THE DOCUMENT FOR SIGNATURE AFTER CITY COUNCIL APPROVAL? <input checked="" type="radio"/> Department <input type="radio"/> City Clerk's Office <input type="checkbox"/> Document to be recorded			
SIGNATURES	CITY ADMINISTRATOR:		DATE:	
	Gregory K. Wilkinson		7/11/2017	
	REVIEWED BY CITY ATTORNEY:		DATE:	
	Richard W. Files		7/10/2017	
	RECOMMENDED BY (DEPT/DIV HEAD):		DATE:	
Pat Wicks		7/3/2017		
WRITTEN/SUBMITTED BY:		DATE:		
James Craig / Robin R. Wilson		6/29/2017		