

MEMORANDUM

TO: Greg Jenkins, Interim City Administrator
FROM: Richard Klimes, Director of Parks and Recreation
RE: Request to Issue Purchase Order for a Modular Restroom Building for Weed Park
DATE: December 15, 2019

INTRODUCTION:

Please accept this memo and the attached information as a request to issue a purchase order for a Modular Restroom Building for Weed Park.

BACKGROUND:

The current City of Muscatine Comprehensive Plan identified a need and a plan to provide enhanced restroom facilities in Weed Park. Currently there is a three season restroom at the Rose Garden site, a restroom during normal operations at the Aquatic Center (Memorial Day to Labor Day) and a portable unit at the sand volleyball courts (May – August). The approved budget funds a modular three season unit to replace the Rose Garden Restroom. As discussed with the City Council at the last budget discussions, our plan is to use existing project remaining funds to refurbish the existing restroom building at the Rose Garden site and to put the new modular unit at the Lagoon Shelter site near the northern area of Weed Park. We are in the process of identifying exact costs to refurbish the existing restrooms and placement of the new units. It is important that we get approval to purchase the modular unit now as it will take a minimum of three (3) months to build and deliver the new unit to Weed Park. Preliminary cost estimates support the refurbishing of the Rose Garden Restroom and placement of a new modular unit with existing budgeted project funding. It is our intent to present the plan details with financial quotes at the In-depth Council Meeting in January.

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 issuance of a purchase order to McCann Concrete Products in the amount of \$74,790.00 for a Modular Restroom Building.

References were checked on the vendor with all positive results achieved.

The FY19/20 Budget has \$100,000.00 approved for this project.

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
Nancy Lueck, Finance Director

MEMORANDUM
December 12, 2019

To: Richard Klimes, Director of Parks and Recreation
From: Nick Gow, Superintendent of Parks
Subject: Purchase Modular Restroom Building for Weed Park

In the FY19/20 budget, \$100,000 was approved to replace the Rose Garden restroom in Weed Park with a modular restroom unit. A request for proposal was sent out for a modular restroom building with the following proposal results:

<u>Company</u>	<u>Total</u>
McCann Concrete Products	\$74,790
UBC Precast	\$97,981

After reviewing the proposals, the City staff would request approval from the Muscatine City Council to issue a purchase order to McCann Concrete Products for \$74,790 for the purchase of a modular restroom building that would include a women's restroom with two stalls and a sink and a men's restroom with a stall, a urinal and a sink. McCann was the lowest proposal that met all items in the scope of services. Staff is currently looking into a location to place a restroom building in Weed Park and the installation costs for this modular restroom building. A request is made to purchase this building at this time, so that fabrication can begin as soon as possible with delivery taking place in the spring.