

MEMORANDUM

TO: Greg Jenkins, Acting City Administrator

FROM: Richard Klimes, Director of Parks and Recreation



DATE: Thursday, February 27, 2020

RE: Request Approval to Issue a Purchase Order for the Weed Park Restroom Installation

INTRODUCTION:

Please accept this memo and the attached information as a request to approve a purchase order for the installation of the Weed Park Restrooms.

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. Cost estimates support the refurbishing of the Rose Garden Restroom and placement of a new modular unit with existing budgeted project funding.

RECOMMENDATION:

The City's Purchasing Policy was used to solicit for qualified responsive and responsible vendors to submit bids as specified.

At this time, City Staff would recommend that the City Council approve a purchase order to Todd Hackett Construction Company in the amount of \$45,000.00 for the installation of the new Weed Park Modular Restroom.

Funding for this phase of the Weed Park Restroom Project is \$45,000.00 The total project fund is \$143,400.00 and all phases will be within the approved budget.

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

MEMORANDUM
February 26, 2020

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

In the FY19/20 budget, \$143,400 is approved for a new restroom in Weed Park. An Easi-Set pre-cast restroom has been purchased and a request for proposal was sent out for the installation of this building to include: Utility connections, building foundation, ADA approved sidewalk leading from the road to the building location, providing positive drainage around the building and final grading and seeding following construction. Below are the request for proposal results:

<u>Company</u>	<u>Total</u>
Todd Hackett Construction Company	\$45,000
Wolfe Contracting Inc.	\$52,313
BMW Builders II	\$53,500
Hy-Brand Industrial Contractors	\$59,800

After reviewing the proposals, City staff would request approval from the Muscatine City Council to issue a purchase order to Todd Hackett Construction Company for the installation of the Weed Park restroom building for \$45,000. Todd Hackett Construction Company was the lowest proposal that met all items in the scope of services.