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**PARKS AND RECREATION**

**Municipal Golf Course  
Greenwood Cemetery  
Parks Maintenance  
Soccer Complex  
Boat Harbor  
Kent Stein  
Recreation  
Wellness  
Pools**

**MEMORANDUM**

TO: Carol Webb, City Administrator  
FROM: Richard Klimes, Director of Parks and Recreation  
DATE: Thursday, August 27, 2020  
SUBJECT: Request Approval of Purchase Order for Spillway Lane Wooden Fence

**INTRODUCTION:**

Please accept this memo and the attached information as a request for approval to issue a purchase order for the replacement of the wooden fence along the trail in the Spillway Lane area.

**BACKGROUND INFORMATION:**

During the Flood of 2019, the wooden fence along the trail adjacent to Spillway Lane was damaged and needs to be replaced.

The wooden fence was installed as a requirement from the adjacent property owner in order for the City to construct a trail from the Muscatine Riverfront to Weed Park as a part of the Pearl of the Mississippi projects around 2004.

The total length of the wooden fence is 590 linear feet and is in need of replacement as many of the posts and boards are rotten and pose a safety risk. FEMA has agreed to fund 170 linear feet and the City will be responsible for the cost of the replacement of the rest of the 420 linear feet of fence.

**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 and the procurement process used for the specified services requested.

At this time, City Staff would recommend that the City Council approve a purchase order in the amount of \$37,589.65 to CR Landscaping from Muscatine for the replacement of the wooden fence adjacent to Spillway Lane along the trail.

Of the \$37,589.65 total cost for this project, FEMA will fund 75% of the 170 linear feet \$9,486.57, the State of Iowa will fund 10% \$1,264.88 and the City will be responsible for the remaining \$26,838.20. The City's portion of the cost of this project will be funded by existing park improvement bond proceeds \$24,940.89 and future bonding proceeds \$1,897.31.

**"I remember Muscatine for its sunsets. I have never seen any  
on either side of the ocean that equaled them" — Mark Twain**

**BACKGROUND 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

August 27, 2020

To: Richard Klimes, Director of Parks and Recreation  
From: Nick Gow, Superintendent of Parks  
Subject: Approve Purchase Order for Spillway Lane Fence

During the 2019 Flood, the wooden privacy fence located along the trail near Spillway Lane was submerged in floodwaters for an extended period of time, causing severe damage to the fence. Several of the in-ground wooden posts that support the fence are rotting at the base, the majority of the wooden slats are broken and deteriorated from the floodwaters, and several of the cross support braces that help provide sound structure to the fence are damaged. A request was made to FEMA to replace the entire wooden fence. FEMA inspected the fence on multiple occasions and determined that 170 linear feet of the 590 linear feet of fence was damaged by the 2019 flood, and has approved funding for these identified damaged sections. Given the age of the fence and the widespread damage throughout the 590 linear feet, City staff is recommending replacing the entire wooden fence. The following are the details that City staff is recommending for the replacement of the wooden fence:

**Project: Riverfront Fence**

- Remove and dispose 590 linear feet by 6' height of existing fence and concrete foundations
- Install a 590 linear feet by 6' height wooden shadow box fence with one 4' walk in entry gate
- All posts will be set in concrete foundations

Below are the quotes for the project:

CR Landscape - \$37,589.65

Century Fence - \$40,489.00

Lovewell Fencing – Did not submit a quote

Staff met with the adjacent property owner and the fence being recommended was endorsed by the property owner. At this time, the City staff would request approval from the Muscatine City Council to approve a purchase order to CR Landscape for the replacement of the Spillway Lane wooden fence for \$37,589.65. FEMA has approved \$12,648.76 for the replacement of 170 linear feet of fence. The remaining costs for the entire fence replacement will be funded from the Park Improvements bond. FEMA is financially responsible for 75% of the \$12,648.76, State 10% and the City 15% for the replacement. Given the 15% financial responsibility and the replacement of the fence not covered by FEMA, the total cost for the project by the City will be \$26,838.20.