

MEMORANDUM

TO: Gregg Mandsager, City Administrator
FROM: Richard Klimes, Director of Parks and Recreation 
RE: Request Approval to Issue Purchase Order for Dog Park Drinking Fountains
DATE: August 8, 2018

INTRODUCTION:

Please accept this memo as a request for approval to issue a purchase order for the purchase of three (3) drinking fountains for the dog park.

BACKGROUND:

The Dog Park Project is currently under construction as approved by the City Council on a 5 acre area off of Houser Street next to the Transfer Station site.

The three (3) drinking fountains will be installed in the dog park as planned for in the project.

RECOMMENDATION:

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

We received three (3) quotes that met the minimum requested specifications and they are as follows:

- | | |
|--------------------------------|------------|
| 1. Plumbers Stock | \$9,044.82 |
| 2. Bottle Filling Stations.com | \$9,008.64 |
| 3. Pittsburg Water Cooler.com | \$8,579.85 |

At this time, the City Staff would recommend that the City Council approve a purchase order to Pittsburg Water Cooler.com in the amount of \$8,579.85 for drinking fountains in the Muscatine Dog Park.

The approved project budget allowed \$7,500.00 for this item. The cost overrun for this item will be absorbed in the total project approved budget as the project is approximately \$30,000.00 under budget.

BACKUP INFORMATION:

1. None at this time

Thank you for your time and attention to this matter. Please contact me if you have any questions.

C. Andrew Fangman, City Planner