

MEMORANDUM

TO: Park Advisory Commission

FROM: Colin Smith, Parks & Recreation Services Manager

DATE: November 15, 2016

SUBJECT: Resolution to Recommend Approval of a Purchase Order with Johnson Outdoors for the purchase of Tandem Kayaks and associated parts (NTE \$62,500)

Attached for your review and recommendation is a resolution for a purchase order with Johnson Outdoors for the purchase of tandem kayaks for an amount not to exceed \$62,500.00.

This amount allows for the purchase of 100 kayaks to replace non-repairable boats or boats that have been auctioned off from the livery fleet, and slightly less than \$10,000.00 for additional repair parts related to the tandem kayaks that are typically necessary over the course of a season, for repairing handles, seats, and other related hardware. Over the past 5 seasons Parks annually purchased between \$32,000.00 and \$60,000.00 of various styles of kayaks. Many of the boats being replaced have been used since the opening of the Cascades in 2012. Due to the popularity of the Cascades and the liveries in general as well as the rocky nature of the Huron River, there is excessive wear and tear on livery boats. Since the Cascades have opened, the demand for kayaks has increased while demand for canoes has decreased. Livery staff recommends replacing with a specific type of boats (tandem kayaks) to meet this demand. The purchase of these boats will adjust the ratio of kayaks to canoes in the fleet but the overall number of boats at the liveries will remain consistent with prior years. The improved boat specifications will also help ensure that fewer boats are being repaired at any given time.

The project was advertised for bid (ITB-4462) on City's website and on the Michigan Inter-governmental Trade Network (MITN) with the plans and specifications being available to interested contractors.

Two bids were received by the City for this project:

Johnson Outdoors	\$531.44 per kayak
Outdoor Play Warehouse	\$650.00 per kayak

The delivery of these boats will take place by May 1, 2017, in time for the 2017 livery season. Funding is available in the approved FY 17 Parks Maintenance and Capital Improvements Millage budget and the approved FY 17 Parks & Recreation General Fund operating budget.

RESOLUTION TO RECOMMEND APPROVAL OF A PURCHASE ORDER WITH JOHNSON OUTDOORS FOR THE PURCHASE OF TANDEM KAYAKS AND ASSOCIATED PARTS (\$NTE62,500.00)

Whereas, Replacement kayaks are needed to maintain the livery boat fleet size at Argo and Gallup Liveries;

Whereas, Competitive bids were sought and received by purchasing on November 4, 2016,

Whereas, Funding for the kayaks is available in the approved FY 17 Parks Maintenance and Capital Improvements Millage budget and the approved FY 17 Parks & Recreation General Fund operating budget;

Whereas, Johnson Outdoors submitted the lowest responsive bid;

RESOLVED, That the Park Advisory Commission recommends approving a purchase order Johnson Outdoors for an amount not to exceed \$62,500.00.