

## MEMORANDUM

TO: Park Advisory Commission

FROM: Colin Smith, Parks & Recreation Services Manager

DATE: October 18, 2016

SUBJECT: Resolution to Approve an Increase to the Spartan Distributors, Inc., of Auburn Hills, Michigan, Sole Source Purchase Order for Miscellaneous Equipment Parts, Service and Repairs for Irrigation and Toro Turf Maintenance Equipment (\$55,000.00)

Recommendation for approval is requested to increase an existing sole source Purchase Order with Spartan Distributors, Inc., of Auburn Hills, Michigan. by \$31,000.00 for a total purchase order of \$55,000.00 for the routine preventative maintenance and repair of 2 irrigation systems and miscellaneous Toro turf equipment at Leslie Park and Huron Hills Golf Courses.

A purchase order for \$24,000.00 was originally established this fiscal year to cover repairs to turf equipment at the golf courses. Spartan Distributors, Inc. is the sole source supplier for Southeast Michigan of Toro manufactured goods and related service. Leslie and Huron Hills Golf Courses currently have 32 pieces of Toro equipment and 2 Toro irrigation systems. The original estimate of \$24,000.00 for repairs, parts, and service during the course of the fiscal year is no longer adequate given repairs performed thus far. The last major purchase of golf equipment was in 2009 and as such the need for repair and service is increasing as the equipment ages.

Spartan Distributors, Inc. complies with the requirements of the City's non-discrimination ordinance.

Sufficient funds for this purchase order are available within the approved FY 17 Parks and Public Space Maintenance Budget of the Public Services Area and the approved FY 17 General Fund golf course budget of the Community Services Area. The General Fund will contribute \$15,000.00 and the Parks and Public Space Maintenance Unit will contribute \$40,000 towards the creation of this purchase order.

RESOLUTION TO RECOMMEND APPROVAL OF AN INCREASE TO THE SPARTAN  
DISTRIBUTORS, INC., OF AUBURN HILLS, MICHIGAN, SOLE SOURCE  
PURCHASE ORDER FOR MISCELLANEOUS EQUIPMENT PARTS,  
SERVICE AND REPAIRS FOR IRRIGATION AND TORO TURF  
MAINTENANCE EQUIPMENT (\$55,000.00)

Whereas, Spartan Distributors, Inc. of Auburn Hills, Michigan, is the sole source supplier of Toro turf and irrigation components used to maintain the City of Ann Arbor golf courses;

Whereas, Spartan Distributors, Inc., of Auburn Hills, Michigan complies with the City's non-discrimination ordinance;

Whereas, Additional purchasing authority is necessary to support increased maintenance activities required on aging golf course equipment;

Whereas, Sufficient funds are included in the approved FY 17 Public Works, Parks and Public Space Maintenance and the approved FY 17 General Fund Parks & Recreation Services budgets;

RESOLVED, That the Park Advisory Commission recommend approval of an increase of the purchase order to Spartan Distributors of Auburn Hills Inc. in the amount of \$31,000.00 for a total purchase order amount of \$55,000.00.