

AGENDA REPORT

TO: Mayor Pat Humphrey & the Clare City Commission
FROM: Jeremy Howard, City Manager
DATE: July 11, 2024
RE: Approve Bid and Award Sole Source Contract through Sourcewell – Parks Mower

For the Agenda of July 15, 2024

Background. If you recall, in the most recent budget there was an allocation to replace a mower in the Parks fleet. The mower being replaced is 2012 60” Bad Boy mower, and has reached the end of its useful life. The new mower (2024 Gravely 60” Zero Turn) has been budgeted and planned for replacement in the current 2024/2025 CIP/budget.

As you can see from the memo (*att’d*) from DPW Director Luke Potter, we are again able to utilize Sourcewell for this purchase which allows the city to utilize contracts that have already been bid out by Sourcewell across the country. The city is then able to take advantage of often steeply discounted prices. The Sourcewell bid for this mower is currently held by Reds Repair, LLC out of Farwell, MI. The bid amount is \$9,524.58 (*att’d*) and is several thousand dollars under the list price of the mower if we were to purchase it outside of the Sourcewell contract.

The City Commission is asked to approve the bid utilizing the Sourcewell program and award the contract for the sole source purchase of a new service truck to National Auto Fleet Group.

Issues & Questions. Should the City Commission approve the bid and award the contract for the purchase of a new 2024 Gravely 60” Zero Turn mower to Red’s Repair, LLC?

Alternatives.

1. Approve the bid and award the contract.
2. Approve the bid with modifications, stipulations, or amendments.
3. Do not approve the bid, thereby terminating the service truck replacement.

Financial Impact. The 2024/2025 CIP/budget included this purchase.

Recommendation. I recommend approval of the bid and award of the contract for the purchase of a new 2024 Gravely 60” Zero Turn mower to Red’s Repair, LLC by adoption of Resolution 2024-055 (*copy att’d*).

Attachments.

1. Bid Memo from DPW Director Luke Potter.
2. Sourcewell Red’s Repair, LLC Bid Document.
3. Resolution 2024-055.

Memo

To: Jeremy Howard
From: Luke Potter
CC: Department of Public Works
Date: Wednesday, July 10, 2024
Re: CIP Parks Mower

BID AMOUNT THROUGH OUR SOURCEWELL CONTRACT

Below you will find listed the bid amount from Sourcewell for a new 2024 Gravely 60" Zero Turn Lawnmower for the Parks Department. I recommend to the City Commission the purchase of this mower which has been approved through my Capitol Improvements for this fiscal year 24/25.

Gravely ProTurn 160 - \$9,524.58

Thank you,

-Luke Potter

Clare Department of Public Works

Red's Repair, LLC

7972 N Winn

Farwell, MI 48622

(989) 588-7052

www.redsrepair.biz

Job Invoice

SOLD TO		DATE ORDERED	ORDER TAKEN BY
City of Clare		7/8/24	
202 W 5th ST		PHONE NO.	CUSTOMER ORDER #
Clare MI 48617		JOB LOCATION	
989-329-5092		JOB PHONE	STARTING DATE
		TERMS	

QTY.	MATERIAL	UNIT	AMOUNT	DESCRIPTION OF WORK
1	Gravelly ProTurn	160		
	Mod 991130			
	Sn 101290			
		1st	1321.00	
	City Price		9524.58	
TOTAL MATERIALS				
				MISCELLANEOUS CHARGES
				TOTAL MISCELLANEOUS
				LABOR HRS. RATE AMOUNT
				TOTAL LABOR

WORK ORDERED	
DATE ORDERED	
DATE COMPLETED	
CUSTOMER APPROVAL SIGNATURE	
AUTHORIZED SIGNATURE	
	TOTAL LABOR
	TOTAL MATERIALS
	TOTAL MISCELLANEOUS
	SUBTOTAL
	TAX
	GRAND TOTAL 9524.58

RESOLUTION 2024-055

A RESOLUTION OF THE CLARE CITY COMMISSION APPROVING THE SOLE SOURCE BID THROUGH THE SOURCEWELL PROGRAM AND AWARDING THE CONTRACT FOR THE PURCHASE OF A NEW 2024 GRAVELY 60” ZERO TURN MOWER TO RED’S REPAIR, LLC.

WHEREAS, the current parks mower has reached the end of its useful life for the city; and

WHEREAS, the city has utilized Sourcewell (a multi-state purchasing program) to obtain a competitive bid for a new 2024 Gravely 60” Zero Turn mower, and the low bid was submitted by Red’s Repair, LLC for \$9,525.58; and

WHEREAS, adequate funds were budgeted for the purchase of the service truck in the 2024/2025 CIP and budget; and

WHEREAS, city staff have reviewed said bid and have recommended that the City accept the bid and award the contract for the mower to Red’s Repair, LLC; and

WHEREAS, the City Commission has reviewed the bid and said recommendation of city staff and has deemed said recommendation to be sound, prudent, and in the best interests of the City of Clare.

NOW THEREFORE BE IT RESOLVED THAT, the Clare City Commission hereby approves said bid and awards the contract for the purchase of a new 2024 Gravely 60” Zero Turn mower to Red’s Repair, LLC for \$9,525.58.

ALL RESOLUTIONS AND PARTS OF RESOLUTIONS INsofar AS THEY CONFLICT WITH THE PROVISIONS OF THIS RESOLUTION BE AND THE SAME ARE HEREBY RESCINDED.

The Resolution was introduced by Commissioner _____ and supported by Commissioner _____. The Resolution declared adopted by the following roll call vote:

YEAS:

NAYS:

ABSENT:

Resolution approved for adoption on this 15th day of July, 2024.

Diane Lyon, City Clerk