



MEMORANDUM

May 4, 2010

TO: Board of Mayor and Aldermen

FROM: Eric S. Stuckey, City Administrator
Russell Truell, Assistant City Administrator / CFO
Lisa Clayton, Parks Director
Brian Wilcox, Purchasing Manager

SUBJECT: Consideration of bid award to Bob Ladd & Associates, Inc. (d/b/a "Ladd's") of Memphis, TN in the amount of \$12,569.86 for one (1) new self-propelled athletic field drag (Purchasing Office Procurement Solicitation No. 2010-037; \$12,000 Budgeted In 110-89530-44700 for fiscal year 2010)

Purpose

The purpose of this procurement is to purchase a new self-propelled athletic field drag. This equipment would be used by the Parks Department for grooming the skinned areas of baseball and softball fields. The new equipment would replace a similar piece of equipment that is scheduled this current fiscal year to be removed from service and is not worth maintaining.

Background

The Parks Department budget for fiscal year 2010 allocates \$12,000 out of the General Fund for the purchase of a new self-propelled athletic field drag.

Financial Impact

The City published on April 15, 2010 a Notice to Bidders in the *Williamson Herald* for a minimum of one (1) new self-propelled athletic field drag. In addition, bid documents were sent on or about the same date directly to four (4) potential bidders known or thought to be interested in this solicitation. Bids from four (4) vendors were publicly opened at the bid opening held on April 29, 2010. A tabulation of the bids received for this solicitation is attached. The apparent lowest, most responsive and responsible bid, from Bob Ladd & Associates, Inc. (d/b/a "Ladd's") of Memphis, TN, is in the amount of \$12,569.86 for the specified equipment. This bid was identified because it is the lowest bid that meets or exceeds the City's intention as expressed and implied by the City's specifications as well as the instructions, terms and conditions pertaining to this procurement solicitation. The apparent lowest best bid amount is \$569.86 (4.7%) over budget. Parks Director Lisa Clayton advises that this purchase may be accommodated within the department's overall budget for fiscal year 2010.

Options

In accordance with the bid documents, the City reserves the right to reject any and all bids.

Recommendation

Staff recommends that the City accept the apparent lowest best bid, from Bob Ladd & Associates, Inc. (d/b/a "Ladd's") of Memphis, TN, in the amount of \$12,569.86 for the specified equipment. Purchasing Manager Brian Wilcox is of the opinion that the prepared specifications as distributed allowed for competition among multiple vendors, and that the staff recommendation appears to be made in a fair and impartial manner based upon the bids received.

Tabulation of Bids*

Purchasing Office Solicitation No.:		2010-037 (new self-propelled athletic field drag)						
Notice to Bidders published in the <i>Williamson Herald</i> on:		4/15/10						
Number of vendors that were notified of / that responded to this solicitation for bids:		4 / 4						
Date and time bids due and publicly opened:		4/29/10 2:00 PM						
Present at opening of bids:		Nick Nicholson of Smith Turf & Irrigation, and Nathan Cobble of Ladd's; Lisa Clayton and Paige Cruse of the City of Franklin Parks Department; and Brian Wilcox of the City of Franklin Purchasing Office						
Target meeting of BOMA at which recommendation will be considered:		5/25/10						
Bids received from:		Bid No.:	Year, Make & Model:	Does/Do the bid item(s) MOES¹? / If not, how many exceptions do not MOES¹?	Total delivered bid price, per unit:	Payment terms:	Estimated time of delivery after receipt of order:	Bid pricing is valid and may be accepted through:
Chilton Turf Center 607 Craighead St. Nashville, TN 37204 Roger Smith, Sales Manager 615/254-1637	1 of 3 (traction unit)	2010 Gravely Turf Base Runner	No / 2 (non-adjustable seat; lighter weight)	\$11,715.75	net 30 days from date of invoice	15 days	06/30/10	
	2 of 3 (rear-mount finishing rake or grooming broom)	2010 Gravely Turf 2715 & 2731		\$1,241.00				
	3 of 3 (mid-mount sand cultivator)	2010 Gravely Turf 2720		\$282.00				
	Grand Total:			\$13,238.75				
Greenville Turf 7526 Old Nashville Hwy. Murfreesboro, TN 37129 Todd Elkins, Territory Sales Mgr. 864/419-0183	1 of 3 (traction unit)	2010 John Deere 1200H	Bidder takes no exceptions	\$10,747.00	net 30 days from date of invoice	30 days	08/30/10	
	2 of 3 (rear-mount finishing rake or grooming broom)	2010 Rahn 650 Groomer		\$1,640.00				
	3 of 3 (mid-mount sand cultivator)	2010 John Deere Scarifier		\$568.00				
	Grand Total:			\$12,955.00				

¹MOES indicates "meet(s) or exceed(s) specifications"

*Shaded bid is apparent lowest best bid

