City of Carroll

112 E. 5th Street Carroll, Iowa 51401-2799 (712) 792-1000 FAX: (712) 792-0139

MEMO TO: Mike Pogge-Weaver, City Manager MJP-W

FROM: Jack Wardell, Director of Parks & Recreation JW

DATE: October 19, 2017

SUBJECT: Memo to City Council – Waive Purchasing Policy #0501 – Starting Blocks at Carroll Recreation Center - 2017

Purchase six (6) Kiefer Evolution HT Starting Blocks – $23,656.30

The Carroll Swim Team has fundraised to purchase six new starting blocks for the Carroll Recreation Center swimming pool. They were able to raise the entire amount for the blocks.

These new blocks will require new anchors to be installed so they have a proper fit in the floor. Estimates for installation are $6,000 - $9,000. The Carroll Swim team is currently trying to fundraise for the additional amount. These blocks will be used by the City of Carroll for our summer swim program.

The Kiefer Evolution Starting Blocks are the preferred brand of the coaches with Carroll Swim Team and we would recommend buying direct from Kiefer to get the best price. The following information is the Purchasing Policy for purchases between $10,000-$50,000:

> For all purchases over $10,000, Council approval is required. At least three documented price quotes shall be solicited. Quotes may be solicited in person, by telephone, from websites or in writing. The process for obtaining Council approval is as follows:
>
> 1. All purchases or service contracts shall require a separate agenda item.
> 2. All purchases or service contracts shall be accompanied by a written recommendation from the City Manager for award.

I would recommend to waive the purchasing policy to buy direct from Kiefer for the best purchase price. The Carroll Swim Team will reimburse the City for the entire cost of the blocks.

RECOMMENDATION: For the Mayor and City Council consideration and approval of the purchase of six Kiefer Evolution Starting Blocks for the purchase price of $23,656.30

1700 Kiefer Drive
Zion, IL 60099
Phone (800) 323-4071
Fax (847) 746-8888
www.kiefer.com

Quote

QUOTE #	QUOTED	EXPIRES	PAGE
33247	09/22/16	12/17/17	1 of 1

BILL TO

Carroll Rec Center
716 N Grant Road
CARROLL, IA 51401

SHIP TO

Carroll Rec Center
716 n Grant road
CARROLL, IA 51401

Cust ID	C1218027
Contact	Deb Dieter
Cust Phone #	(712) 830-3380

Terms	Net 0 Days
Ship Via ID	RG
Ship Via Desc	Regular Ground

Sales Rep Name	Maureen Radtke
Sales Rep Email	mradtke@kiefer.com
Sales Rep Phone	(224) 789-2656

Contact: Deb Dieter 712-830-3380

Ships LTL w/liftgate
Inside delivery available for an additional $116.

Ln.	Item Code	Description	Qty	UM	MSRP	Your Price	Ext Price
10	502360ht	EVOLUTION HT STARTING BLOCK	6	EA	$2,699.95	$2,199.95	$13,199.70
20	500360GA	GROUT-IN ANCHOR ASSEMBLY	24	EA	$25.95	$19.95	$478.80
30	Custom Non Skid	Custom Starting Block Non Skid	6	EA	$349.95	$289.00	$1,734.00
40	369000HT	FOOT CHOCK FOR HT STARTING BLOCK TOP	6	EA	$849.95	$699.95	$4,199.70
50	300140HT	GRAB RAIL ASSEMBLY FOR HT STARTING BLOCK TOP	6	EA	$479.95	$429.95	$2,579.70
60	627302	Custom Foot Chock Logo (Two Color)	6	EA	$139.95	$139.95	$839.70
70	500610	STARTING BLOCK COVER 27X34X26	6	EACH	$59.95	$49.95	$299.70

Special Instructions

Subtotal	$23,331.30
Freight	$325.00
Tax	$0.00
Total	$23,656.30