



**AGENDA MEMO**  
12/4/2018 Agenda

**TO:** Honorable Mayor and City Council

**FROM:** Elizabeth Anderson, Purchasing Manager

**SUBJECT:** Consider approval of Trailer Purchase for Parks

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**BACKGROUND:**

The Parks Department would like to purchase a Landscape Utility trailer. This is the planned replacement of a 1986 model trailer, and the older item will go to auction.

This trailer is used to maintain the City's parks. Staff uses this trailer to carry equipment such as riding lawn mowers, push mowers, and weed eaters to various job sites. **Staff would like to purchase a 2019 16RAX, 16 x 83 Landscape Utility Trailer from Magnum Trailers for \$4,446.00.** This trailer will come with options that include a reinforced ramp, a security box, and racks to hold weed-eaters.

If approved, this item would be purchased using BuyBoard contract # 516-16. All BuyBoard contracts have been competitively bid and thus satisfy State purchasing guidelines.

A quote and a picture are attached.

**RECOMMENDATION:**

Staff recommends that Council approve the purchase of this trailer from Magnum Trailers for \$4,446.00.