

Holiday Island

Suburban Improvement District

110 Woodsdale Drive
Holiday Island, AR 72631
(479) 253-9700
hisid@holidayislandark.org

TO: HISID Board of Commissioners

FROM: Kevin Crosson, District Manager *KAC*

DATE: March 17, 2010

SUBJ: *Purchase of Greens Mower through the State of Arkansas Cooperative Purchasing Program*

Please find attached (Exhibit #1) a price quotation in the amount of \$24,724.68 for the purchase of a Toro Greensmaster 3100 greens mower through the National Intergovernmental Purchasing Alliance, a participating organization under the State of Arkansas Cooperative Purchasing Program. The District has been a participating member of this program since 2003 (Exhibit #2). The program allows participating governmental entities the opportunity to be exempted from competitive bidding to purchase a wide variety of commodities, equipment, and vehicles at a substantial savings through state contracts.

\$28,000 is currently allocated in the 2010 Capital Improvements Program, Equipment Reserve Fund, to replace a 1994 model greens mower. The recommended quotation award is a 21.8% discount from current year Toro commercial equipment MSRP. Staff recommends that the Board award the price quotation in the amount of \$24,724.68, and authorize the District Manager to execute all documents necessary to complete this purchase.

Please feel free to contact me at your convenience with any questions or comments regarding this purchase.



Professional Turf Products, L.P.
 PO Box 1748
 Ozark, MO 65721
 VM(888) 776-8873 ext. 5472 // Cell (417) 425-2708
 Submitted by: Paul Downard SCPS
 downardp@proturf.com



Quotation

Ship To	Holiday Island Golf Courses		Date	3/15/2010
Bill To	Holiday Island Suburban Improvement District		Sales Tax Rate	0.06500
Contact	Kevin Crosson		Destination Charges	1.50%
Address	#1 Country Club Dr		Trade-In Allowance	
City	Holiday Island		Finance	No
State	AR	Comments: National IPA Pricing	Corporate Account	No
Zip	72631-5106			
Telephone	479-253-9685			
Fax	479-253-5829			

QTY.	Part/Model #	Description	Unit Price	Extension	MSRP	
Greens Mowers						
1	04356	Greenmaster 3100	\$ 16,779.37	\$ 16,779.37	\$ 21,457.00	
3	04611	11 Blade Cutting Unit (w/out Front Rollers)	\$ 1,714.14	\$ 5,142.42	\$ 6,576.00	
1	04626	Narrow Wheel Roller (0.200" Spacing) (Set of 3)	\$ 771.83	\$ 771.83	\$ 987.00	
3	110-3963	Narrow Wheel Roller Scraper Brushes	\$ 59.65	\$ 178.95	\$ 228.04	
				Greens Mowers	\$ 22,872.57	\$ 29,248.84

Inbound Destination Charges \$ 343.09
 New Equipment \$ 23,215.66
 Sales Tax \$ 1,509.02
 New Equipment Total \$ 24,724.68

Grand Total (includes Sales Tax) \$ 24,724.68

Terms & Conditions:

- Pricing, including finance options, valid for 30 days from time of quotation.
- After 30 days all prices are subject to change without notice.
- Used and Demo equipment is in high demand and availability is subject to change.
 - Upon firm customer commitment to purchase, said equipment availability will be determined and "locked".
 - In the event equipment is unavailable at time of order, PTP will employ every resource to secure an acceptable substitute.
 - PTP strongly advises the customer to issue a firm PO as quickly as possible after acceptance of quotation.
- "Trade In Allowances" will be treated as a credit for future parts purchases on PTP account unless other arrangements have been made.

Rental Policy:

- Rental equipment will be delivered fully operational.
- Upon acceptance, customer is liable for all damage in excess of normal wear and tear while it is in his possession, term.
- Only OEM parts, as designated by the manufacturer, are to be used for repairs and maintenance.
- Professional Turf Products will have sole discretion as to "Normal Wear and Tear".

Returns Policy:

- All returns are subject to restocking, refurbishing, usage, and shipping fees.
- All returns must be able to be sold as new.
- Items missing parts are non returnable.
- Professional Turf Products will have sole discretion as to the resalable condition of the product.
- This policy does not apply to items that are defective, or shipped incorrectly by PTP or one of its vendors.

Terms:

- Terms are net 10 unless prior arrangements have been made.
- Quoted prices are subject to credit approval.
 - PTP will work with third party financial institutions to secure leases when requested to do so.
 - When using third party financiers, documentation fees & advance payments may be required.
 - For convenience, monthly payments are estimated based on third party rate factors in effect at time of the quotation.
 - PTP assumes no liability in the event credit becomes unavailable or rates change during the approval process.
 - New equipment delivery time is estimated at six weeks from the time credit is approved & documents are executed.



TORO

The Toro Company

8111 Lyndale Avenue South, Bloomington, Minnesota 55420-1196
Phone 952/888-8801 www.toro.com Fax 952/887-8258

May 15, 2010

Mr. Kevin Crosson
Holiday Island Golf Courses
#1 Country Club Drive
Holiday Island, AR 72631

Dear Mr. Crosson,

This letter will serve as confirmation that the price quoted by Paul Downard on his quote dated 3/5/2010 showing MSRP figures is accurate. To confirm, Toro's MSRP on the items quoted is \$29,248.94 as of our list price schedule dated 2/1/2010.

Feel free to contact me should you have any questions.

Sincerely,

Ken Ness

Ken Ness,
District Sales Manager
The Toro Co.
8111 Lyndale Ave S.
Bloomington, MN 55420
D- 952-887-8877
F- 952-887-8694
C- 651-208-6670



Count on it.

**City of Tucson RFP #083004
Parks and Golf Grounds Maintenance Equipment**

DISCOUNT STRUCTURE:

- Products purchased with a traction unit: 21.8% discount off of Toro Commercial current year MSRP
- Attachments, accessories sold without a traction unit: 20.5% discount off of Toro Commercial current year MSRP

SMART VALUE PROGRAM:

In addition to the discount off of Toro's Commercial list price, this agreement offers the Smart Value Program, a volume incentive program. Agencies will receive their choice of Toro Commercial Division goods. This may allow for Toro® Protection Plus™, additional attachments, or even a complete unit.

For additional information, contact your local Toro Commercial distributor.

**HOLIDAY ISLAND SUBURBAN IMPROVEMENT DISTRICT
HOLIDAY ISLAND, ARKANSAS
2010-2014 CAPITAL IMPROVEMENTS PROGRAM
PROJECT DETAIL**

Project Title: Greens Mower
Replacement - Unit #904

Department: 18 Hole Golf Maintenance

Funding Source: Equipment Reserve Fund

Project Category: Vehicles & Equipment

	<u>Project Cost</u>	
2010	\$	28,000
2011		
2012		
2013		
2014		
Total Project Cost	\$	28,000

Project Type: Replacement X
Expansion ____

State or Federally Mandated: Yes ____ No <u>X</u>

Project Description & Justification:

Replacement of 1994 Model currently used to mow tees. New mower will be used on greens and older greens mower (2001) will be used for tees.

Project Status/Scheduling:

1st Quarter, 2010.

Effect of Project on Annual Operations:

None.

RESOLUTION NO. 176

**A RESOLUTION AUTHORIZING LOCAL GOVERNMENT
COOPERATIVE PURCHASING**

The Board of Commissioners of the Holiday Island Suburban Improvement District does hereby resolve as follows:

WHEREAS, Arkansas' State Purchasing Law (A.C.A. 1987 § 19-11-201) was signed into law by Governor Bill Clinton on March 21, 1979; and

WHEREAS, effective July 1, 1979, Arkansas' State Purchasing Law provides the opportunity for local public procurement units to participate in contracts of the State of Arkansas, Department of Finance and Administration, Office of State Procurement, for the purchase of supplies, services, equipment and certain materials.

NOW THEREFORE, be it resolved by the Board of Commissioners of the Holiday Island Suburban Improvement District:

Section 1. That the District Manager of the Holiday Island Suburban Improvement District hereby requests authority in the name of the Board of Commissioners of the Holiday Island Suburban Improvement District to participate in state contracts which the Department of Finance and Administration, Office of State Procurement, has entered into for the purchase of supplies, services, equipment and certain materials pursuant to the State Purchasing Law and Amendment 54 to the Arkansas Constitution.

Section 2. That the District Manager is hereby authorized to agree in the name of the Board of Commissioners of the Holiday Island Suburban Improvement District to be bound by all contract terms and conditions as the Department of Finance and Administration, Office of State Procurement, prescribes. Such terms and conditions may include a reasonable fee to cover the administrative costs which the Department of Finance and Administration incurs as a result of the Holiday Island Suburban Improvement District's participation in a contract. Further, that the District Manager does hereby agree to be bound by all such terms and conditions.

Section 3. That the District Manager is hereby authorized to agree in the name of the Board of Commissioners of the Holiday Island Suburban Improvement District to directly pay the vendor, under such state contract in which it participates, for items it receives pursuant to the contract, and that the District Manager does hereby agree to directly pay the vendor.

Section 4. It is found by the Board of Commissioners of the Holiday Island Suburban Improvement District that time is of the essence, and an emergency is hereby declared to exist. Therefore, this resolution being necessary for the efficient operation of the District's affairs, shall take effect and be in full force from the date of its passage and approval.

PASSED AND APPROVED this 24th day of March, 2003.



Chairman, Board of Commissioners

ATTEST:



Secretary, Board of Commissioners

ARKANSAS COOPERATIVE PURCHASING PROGRAM

Local Government Use of State Contracts

WHAT IS IT?

On March 21, 1979, Governor Bill Clinton signed into law Arkansas' Purchasing Law. Effective July 1, 1979, this bill allows Arkansas' local public procurement units to buy goods and services from State of Arkansas purchasing contracts.

With the passage of the Purchasing Law, Arkansas joined a majority of states that have enacted legislation that offers local governments the advantage of buying from centralized state purchasing contracts. These programs benefit local governments by providing them an option to procure needed goods and services at lower prices.

HOW DOES THE PROGRAM WORK?

Arkansas' Procurement Law provides that any local public procurement unit may participate in a state procurement contract. To do so, the local government must pass an ordinance or resolution that requests participation in state contracts awarded by the Arkansas Department of Finance and Administration, Office of State Procurement. The ordinance or resolution must further provide that the government unit will agree to all state contract terms and conditions and will assume responsibility for directly paying the vendor. The local government is required to file a certified copy of the ordinance or resolution with the Office of State Procurement, 1509 West Seventh Street, P. O. Box 2940, Little Rock, Arkansas, 72203-2940. A sample of a model resolution authorizing cooperative purchasing is provided below.

WHEN MAY YOU BUY FROM A STATE CONTRACT?

You may elect to purchase or not to purchase from a state contract after a copy of your resolution is on file in the Office of State Procurement.

Certain contracts require the vendor to sell to local public procurement units. Not all state contracts are available; however, the Office of State Procurement will consult with local public procurement units and develop additional contracts for their utilization as the need arises.

WHAT ABOUT LOCAL BID REGULATIONS?

Under the Arkansas State Purchasing Law, local government compliance with local competitive bidding law and regulations is exempted when purchases are made from state purchasing contracts (A.C.A. 1987 §19-11-249).

HOW IS THE OFFICE OF STATE PROCUREMENT INVOLVED?

The Office of State Procurement will work with Arkansas' local public procurement units to identify and select those contracts most appropriate for local government use. Assistance will be available from State Procurement to ensure contract compliance. However, local governments will be required to report quarterly to State Procurement specific usage for each state term contract, if any.

WHO SHOULD LOCAL GOVERNMENTS CONTACT FOR MORE INFORMATION?

Office of State Procurement
Cooperative Purchasing Program
1509 West Seventh Street
P. O. Box 2940
Little Rock, AR 72203-2940
(501) 324-9316
email:

WHAT PROCUREMENTS ARE AVAILABLE?

Air Conditioners and Heat Pumps
Ammunition
Copier Leasing
Diploma Inserts and Covers
Envelopes, Plain and Printed
Facsimile Machines
Floppy Diskettes
Forms, Custom Continuous and Custom Snap-Out
Furniture, Office
Grainger Catalog Items
Index Tabs, Printed
Lamps and Lamp Ballasts
LAN
Letterhead and Envelopes
Microcomputers
Office Supplies
Paper, Stock Continuous, Copier and Printer
Paper Towels and Bathroom Tissue
Printers
Radar Units
Surge Protectors
Telephone Instruments
Tires and Tubes
Vehicles
Video Tapes
Others are added when available; please check



STATE OF ARKANSAS
**Department of Finance
and Administration**

OFFICE OF STATE PROCUREMENT
1509 West Seventh Street,
Suite 300
Little Rock, Arkansas 72201
Phone: (501) 324-9316
Fax: (501) 324-9311
<http://www.state.ar.us/dfa>

To: Agency Purchasing Agents & Agency Purchasing Officials
Arkansas State Agencies, Colleges and Universities

Date: May 14, 2008

Subject: National IPA Parks & Golf Ground Maintenance Equipment

For your parks and golf ground maintenance equipment purchases, you may opt to use the non-mandatory National IPA Master Agreement awarded to the Toro Company. This agreement resulted from RFP 083004 issued by the City of Tucson, AZ. To participate, entities must complete an agency participation form which can be viewed along with pricing and vendor information at www.nationalipa.org and clicking on "agreements".

If you have further questions, call Mary Jane Roberts, Buyer, OSP at 501-371-6063 or Jenny DeSalvo, Team Leader at 501-324-9321.

Subject: Welcome to National Intergovernmental Purchasing Alliance (National IPA)! HRG:0230595
From: "David Goodridge" <David.Goodridge@nationalipa.org>
Date: Thu, 11 Feb 2010 13:34:47 -0600
To: <C.Buchanan@hisid.info>
CC:

Dear Carrie:

Welcome to National IPA! Your participation form has been received and processed. For future reference, the National IPA Participating Agency number assigned to Holiday Island Suburban Improvement District is [REDACTED]. We are pleased to offer a growing portfolio of publicly solicited and awarded master agreements to your agency. Details for all awarded contracts, as well as contracts in process and under evaluation are available at www.nationalipa.org/agreements.html.

If you need additional information or assistance with any of our master agreements, please contact me. Thank you and I look forward to serving your agency in the future.

David Goodridge
National IPA
info@nationalipa.org

Note: ID# omitted by CNJ