

Memo

To: City Council
From: Bryan Myrkle, Community Development Director
Date: May 10, 2019
Re: Direct purchase of site furnishings

As City Council members will recall, the Council recently approved a construction bid for the upcoming pocket park project.

In an effort to help control costs, I am recommending the City make a direct purchase of certain site furnishings, rather than take delivery of them through the contractor who will be constructing the park.

Because the City is a tax-exempt entity and the contractor is not, and because the contractor would also include a 'mark-up' in the cost of these items, this direct purchase will save several thousand dollars. These direct purchase items would include site furnishings including tables, chairs, umbrellas, planters, plant materials and supplies for the construction of the fire feature, which is largely being donated by a private citizen.

These are the same site furnishings that would otherwise be purchased and installed by the contractor for this project, but can be obtained at a lower cost. These items were specified for the project by the engineer and designer, and are high-quality furnishings manufactured by a Michigan company.

By purchasing these items directly, I estimate the savings to be approximately \$3,500.