



CITY OF RAPID CITY

300 SIXTH STREET
RAPID CITY, SOUTH DAKOTA 57701

LF020106-18

PARKS AND RECREATION DEPARTMENT

Jerry W. Cole,
Director
(605) 394-5225

Jeri Lynn
Administrative
Assistant
(605) 394-5225

Lon Van Deusen,
Parks & Cemetery
Manager
(605) 394-4175

Doug Lowe,
Recreation Manager
(605) 394-4168

James (JJ) Walraven
Golf Superintendent
(605) 394-4199

Duncan Olney
Aquatics Manager
(605) 394-4168

Parks and Recreation Memo

Date: January 17, 2006

To: City Council Members

From: Jerry Cole, Parks and Recreation Director

Subject: Purchase of Parks Division Vehicles

The Parks Division has submitted a request for authorization to purchase the following vehicles from State Contracts, totaling \$101,345:

- One 2006 Ford Ranger 2x4 Extended Cab - \$13,843
- Two 2006 Ford Ranger Compact 4x4 Trucks - \$16,302 each
- One 2006 Chevrolet Silverado 1/2 Ton Regular Cab - \$15,095
- One 2006 Chevrolet Silverado 3/4 Ton 4x4 Ext. Cab - \$20,843
- One 2006 Chevrolet Silverado 3/4 Ton 4x4 Regular Cab - \$18,960

Funding for these vehicles is included in the approved 2006 budget for the Parks Division. We have five pickups that we will be declaring surplus in late spring and sending to the City's surplus auction this summer. These new pickups are part of the Parks Divisions's fleet replacement program.

Please approve the authorization to purchase these vehicles. If you have any questions, don't hesitate to contact me.

ADVERTISING AUTHORITY

This form must be completed and approved by the City Finance Office prior to presenting items to the Common Council and/or Committees of the Common Council. This covers all items which require formal bids, currently anything over \$25,000 (except emergency and repair costs).

- I. PROJECT ID NO.: _____
- II. PROJECT NAME: 4x4 pickup Long box
- III. Project/Item(s) Description: One (1) 2006 Chevrolet Silverado Class CL ¾ Ton 4x4 Regular Cab long box Item #48 from State of SD Contract #14664
- IV. BID LETTING DATE: _____ To be Purchased off of State of SD Contract
- V. (If applicable) Grant No.: _____
 Funding Source: _____
 Estimated Completion Date: _____
 Estimated Grant Receipt Date: _____
- VI. ESTIMATED COST OF PROJECT/ITEM(S) \$ 18,960.00

VII. BASIS OF PAYMENT	Assessed		Non-Assessed	
	Single Payment		Partial Payment	

VIII. DISBURSEMENT SCHEDULE

Date	Amount	Amount	Amount	Amount	Amount
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
Total	\$	\$	\$	\$	\$

IX. APPROPRIATION DATA

Fund 0101 _____

Department 0607 _____

Line Item 4360 _____

X. DEPARTMENT/DIVISION: Parks Division

Project Manager: Lon Van Deusen Date 1/11/06

Lon Van Deusen Date 1/11/06

DEPARTMENT/DIVISION MANAGER Signature

[Signature] Date 1-13-06

DIRECTOR Signatures

FINANCE OFFICE USE ONLY			Approved		Carbon Copy
	Date	Initial	Yes	No	
Appropriation Cash Flow	<u>1/16/06</u>	<u>[Initials]</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Investment Desk Public Works Engineering Project Manager
			<input type="checkbox"/>	<input type="checkbox"/>	

ADVERTISING AUTHORITY

This form must be completed and approved by the City Finance Office prior to presenting items to the Common Council and/or Committees of the Common Council. This covers all items which require formal bids, currently anything over \$25,000 (except emergency and repair costs).

- I. PROJECT ID NO.: _____
- II. PROJECT NAME: 4x4 pickup
- III. Project/Item(s) Description: One (1) 2006 Chevrolet Silverado Class CL ¾ Ton 4x4 Extended Cab shortbox Item #50 from State of SD Contract #14664
- IV. BID LETTING DATE: To be Purchased off of State of SD Contract
- V. (If applicable) Grant No.: _____
 Funding Source: _____
 Estimated Completion Date: _____
 Estimated Grant Receipt Date: _____
- VI. ESTIMATED COST OF PROJECT/ITEM(S) \$ 20,843.00

VII. BASIS OF PAYMENT	Assessed		Non-Assessed	
	Single Payment		Partial Payment	

VIII. DISBURSEMENT SCHEDULE

Date	Amount	Amount	Amount	Amount	Amount
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
Total	\$	\$	\$	\$	\$

IX. APPROPRIATION DATA

Fund 0101 _____

Department 0607 _____

Line Item 4360 _____

X. DEPARTMENT/DIVISION: Parks Division

Project Manager: Lon Van Deusen Date 1/11/06

Lon Van Deusen Date 1/11/06

DEPARTMENT/DIVISION MANAGER Signature

[Signature] Date 1-13-06

DIRECTOR Signatures

FINANCE OFFICE USE ONLY			Approved		Carbon Copy
Appropriation Cash Flow	Date	Initial	Yes	No	
	<u>1/16/06</u>	<u>[Initials]</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Investment Desk
			<input type="checkbox"/>	<input type="checkbox"/>	Public Works
			<input type="checkbox"/>	<input type="checkbox"/>	Engineering
			<input type="checkbox"/>	<input type="checkbox"/>	Project Manager

ADVERTISING AUTHORITY

This form must be completed and approved by the City Finance Office prior to presenting items to the Common Council and/or Committees of the Common Council. This covers all items which require formal bids, currently anything over \$25,000 (except emergency and repair costs).

- I. PROJECT ID NO.: _____
- II. PROJECT NAME: Class CF Truck ½ Ton
- III. Project/Item(s) Description: One (1) 2006 Chevrolet Silverado Class CF Truck ½ ton Regular Cab Long Box #35 from State of SD Contract #14664
- IV. BID LETTING DATE: _____ To be Purchased off of State of SD Contract
- V. (If applicable) Grant No.: _____
 Funding Source: _____
 Estimated Completion Date: _____
 Estimated Grant Receipt Date: _____

VI. ESTIMATED COST OF PROJECT/ITEM(S) \$15,095.00

VII. BASIS OF PAYMENT	Assessed		Non-Assessed	
	Single Payment		Partial Payment	

VIII. DISBURSEMENT SCHEDULE

Date	Amount	Amount	Amount	Amount	Amount
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
Total	\$	\$	\$	\$	\$

IX. APPROPRIATION DATA

Fund 0101 _____

Department 0607 _____

Line Item 4360 _____

X. DEPARTMENT/DIVISION: Parks Division

Project Manager: Lon Van Deusen Date 1/11/06

Lon Van Deusen Date 1/11/06

DEPARTMENT/DIVISION MANAGER Signature

[Signature] Date 1-12-06

DIRECTOR Signatures

FINANCE OFFICE USE ONLY			Approved		Carbon Copy
Appropriation Cash Flow	Date	Initial	Yes	No	Investment Desk Public Works Engineering Project Manager
	<u>1/16/06</u>	<u>[Signature]</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	

ADVERTISING AUTHORITY

This form must be completed and approved by the City Finance Office prior to presenting items to the Common Council and/or Committees of the Common Council. This covers all items which require formal bids, currently anything over \$25,000 (except emergency and repair costs).

- I. PROJECT ID NO.: _____
- II. PROJECT NAME: 4x4 pickup
- III. Project/Item(s) Description: Two (2) Ford Ranger Class CD Truck Compact 4x4 Extended Cab Item #33 from State of SD Contract #14669
- IV. BID LETTING DATE: To be Purchased off of State of SD Contract
- V. (If applicable) Grant No.: _____
 Funding Source: _____
 Estimated Completion Date: _____
 Estimated Grant Receipt Date: _____
- VI. ESTIMATED COST OF PROJECT/ITEM(S) \$ 32,604.00

VII. BASIS OF PAYMENT	Assessed		Non-Assessed	
	Single Payment		Partial Payment	

VIII. DISBURSEMENT SCHEDULE

Date	Amount	Amount	Amount	Amount	Amount
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
Total	\$	\$	\$	\$	\$

IX. APPROPRIATION DATA

Fund 0101 _____

Department 0607 _____

Line Item 4360 _____

X. DEPARTMENT/DIVISION: Parks Division

Project Manager: Lon Van Deusen Date 1/11/06

Lon Van Deusen Date 1/11/06

DEPARTMENT/DIVISION MANAGER Signature

[Signature] Date 1-13-06

DIRECTOR Signatures

FINANCE OFFICE USE ONLY		Approved		Carbon Copy
	Date	Initial	Yes	No
Appropriation Cash Flow	<u>1/16/06</u>	<u>[Initials]</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
				Investment Desk Public Works Engineering Project Manager

ADVERTISING AUTHORITY

This form must be completed and approved by the City Finance Office prior to presenting items to the Common Council and/or Committees of the Common Council. This covers all items which require formal bids, currently anything over \$25,000 (except emergency and repair costs).

- I. PROJECT ID NO.: _____
- II. PROJECT NAME: 2x4 pickup
- III. Project/Item(s) Description: One (1) 2006 Ford Ranger Class CB Truck 2x4 Extended Cab Item #31 from State of SD Contract #14669
- IV. BID LETTING DATE: _____ To be Purchased off of State of SD Contract
- V. (If applicable) Grant No.: _____
 Funding Source: _____
 Estimated Completion Date: _____
 Estimated Grant Receipt Date: _____

VI. ESTIMATED COST OF PROJECT/ITEM(S) \$13,843.00

VII. BASIS OF PAYMENT	Assessed	<input type="text"/>	Non-Assessed	<input type="text"/>
	Single Payment	<input type="text"/>	Partial Payment	<input type="text"/>

VIII. DISBURSEMENT SCHEDULE

Date	Amount	Amount	Amount	Amount	Amount
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
Total	\$	\$	\$	\$	\$

IX. APPROPRIATION DATA

Fund 0101 _____

Department 0607 _____

Line Item 4360 _____

- X. DEPARTMENT/DIVISION: Parks Division
- Project Manager: Lon Van Deusen Date 1/11/06
- Lon Van Deusen Date 1/11/06
- DEPARTMENT/DIVISION MANAGER Signature
- [Signature] Date 1-12-06
- DIRECTOR Signatures

FINANCE OFFICE USE ONLY			Approved		Carbon Copy
	Date	Initial	Yes	No	
Appropriation Cash Flow	<u>1/16/06</u>	<u>[Initials]</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Investment Desk Public Works Engineering Project Manager
			<input type="checkbox"/>	<input type="checkbox"/>	