

# CITY OF RAPID CITY

300 SIXTH STREET  
RAPID CITY, SOUTH DAKOTA 57701



## 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: February 13, 2006

To: City Council Members

From: Jerry Cole, Parks and Recreation Director

Subject: Purchase of Rubber Flooring for Ice Arena

The Recreation Division has submitted a request to advertise for bids for rubber flooring for the Roosevelt Ice Arena at an estimated cost of \$25,000. This project is included in the Capital Improvement Program for 2006 and funding has been identified in that line item.

Providing rubber flooring in the lobby and restroom areas at the Ice Arena will allow patrons easier access to restroom facilities and to our concession stand. Currently, skaters use the bathroom facilities in the locker rooms which creates a liability issue. The rubber flooring will also reduce damage to our rental skates because people wear them in the lobby even though they should not. We also hope that the rubber flooring will increase traffic to the City's concession stand which is located in the lobby area.

Please approve this request to advertise for bids for rubber flooring at the Ice Arena. 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 City Council and/or Committees of the City 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: Interlocking Gym Tiles - Rubber Flooring at Ice Arena  
 III. Project/Item(s) Description: \_\_\_\_\_

IV. BID LETTING DATE: 3/6/2006  
 V. (If applicable) Grant No.: \_\_\_\_\_  
 Funding Source: CIP - Parks and Recreation Line Item  
 Estimated Completion Date: \_\_\_\_\_  
 Estimated Grant Receipt Date: \_\_\_\_\_

VI. ESTIMATED COST OF PROJECT/ITEM(S) \$ 25,000

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

VIII. DISBURSEMENT SCHEDULE

Date	Amount	Amount	Amount	Amount	Amount
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
<b>Total</b>	\$	\$	\$	\$	\$

IX. APPROPRIATION DATA

Fund 505  
 Department 8912  
 Line Item 4372

X. DEPARTMENT/DIVISION:

Project Manager: \_\_\_\_\_ Date \_\_\_\_\_  
 \_\_\_\_\_ Date 1-27-06  
 DEPARTMENT/DIVISION MANAGER Signature  
 \_\_\_\_\_ Date 1-27-06  
 PARKS & RECREATION DIRECTOR Signature

FINANCE OFFICE USE ONLY			Approved		Copy
	Date	Initial	Yes	No	
Appropriation Cash Flow	<u>1/31/06</u>	<u>ce</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Investment Desk Public Works Engineering Project Manager
			<input type="checkbox"/>	<input type="checkbox"/>	
			<input type="checkbox"/>	<input type="checkbox"/>	