



CITY COUNCIL MEMORANDUM

FROM: The Office of the City Manager **DATE:** February 22, 2021
SUBJECT: Approve award of RFB No. 21-003 to Horizon Distributors for the purchase of landscape chemicals and supplies in the amount of \$58,112.88.
PRESENTER: Tanner Arwine, Parks Assistant Superintendent

SUMMARY:

The city council is being asked to award a contract to Horizon Distributors for RFB 21-003 Landscape Chemicals and Supplies in the amount of \$58,112.88.

GENERAL DESCRIPTION:

The Parks and Recreation Department performs irrigation maintenance as well as landscape chemical applications through in-house staff. The materials utilized for these tasks are used on city parks and athletic fields, municipal facilities, and rights-of-ways.

Bids were received on January 20th, as follows:

Company	Total
Horizon Distributors	\$58,112.88
SiteOne Landscape Supply	\$63,722.95
Winfield United	Incomplete

Funding for landscape chemicals and supplies is allocated in both the General Fund and the Park and Recreation Facilities Development Fund. The total approved annual budget for these items is \$59,274.

This item is to award a one (1) year contract, with four (4) additional options to renew for one-year each. Provided that funds are appropriated in the city's annual budget for the initial terms and the remaining renewal years, and the terms and conditions of the contract do not change, the remaining renewals will not require additional City Council approval.

RECOMMENDATION:

To approve award of RFB No. 21-003 to Horizon Distributors for the purchase of landscape chemicals and supplies in the amount of \$58,112.88.