



## CITY COUNCIL ACTION REPORT

September 28, 2009

TO: John Szerlag, City Manager

FROM: John M. Lamerato, Assistant City Manager/Finance and Administration  
Susan A. Leirstein, Purchasing Director  
Carol K. Anderson, Parks and Recreation Director

SUBJECT: Bid Waiver – Sole Source Purchase – Top-Dress Materials

### **Background**

- In 2006 and again in 2008, extensive soil testing was conducted on the greens at both of the City's golf facilities. Results from the testing indicated an excessive amount of organic matter accumulation and poor percolation rates on the greens at Sylvan Glen. At Sanctuary Lake, the results were satisfactory but caution was given to continue a vigorous top-dressing schedule due to the inherent thatch accumulation produced by the new bentgrass cultivars.
- To improve conditions on the driving range and practice facility at Sanctuary Lake, an aggressive top dressing and seeding program was initiated.
- This has resulted in an increased use of top dressing material.
- Soil scientists and agronomists, as well as the USGA Green section agree that the same material should be used as long as it is available in a topdressing program. This prevents layering of unlike sand particles which can cause perched water tables, oxygen deprivation, restricted water percolation, as well as affect water holding capacities.
- Staff has contacted the Pine Trace Golf Course staff and Oakland County Golf Division and both employ the practice of using the same material as long as it is available.
- Sand Sales Inc has been supplying the top-dress materials needed for Sylvan Glen over the last eighteen (18) years and Sanctuary Lake since 2005. Quotes have been received each year and Sand Sales prices are competitive with other vendor pricing for top dressing material. However, there are no other known suppliers with identical material.
- The amount of material used in the past has not required approval by the City Council; however, with the increased use, it is now necessary to seek approval.
- As there are no other known suppliers of the material, staff is requesting a waiver of formal bids.

### **Financial Considerations**

- Funds are budgeted in Sylvan Glen Contractor-Grounds Maintenance Account #7857802050 and Sanctuary Lake Contractor-Grounds Maintenance Account #7657802050.

September 28, 2009

To: John Szerlag, City Manager

Re: Bid Waiver – Sole Source Purchase – Top-Dress Materials

### **Legal Considerations**

- Formal bidding procedures are waived, as no benefit would be derived from soliciting formal bids.

### **Recommendation**

- City management and the golf course division recommend awarding a contract to purchase top-dress materials from Sand Sales Inc for the two golf courses, driving range and practice facility for an annual cost not-to-exceed \$20,000.00 per year.
- In addition, City management requests confirmation of purchases totaling an estimated \$3,200.00 to maintain and improve bunkers and driving range tees.

Information provided by: Danny T. McDonald, Greens Superintendent

G:/Bid Award 08-09 New Format/Regular Business -Waiver - Sole Source TopDressMat'I-GC 09.09.doc