

**Parks, Recreation and  
Cultural Services Department**

**Donnie Snow**  
Director



Tom Molbeck  
Manager of Recreation  
& Cultural Services

July 19, 2011

Mayor John Dickert  
and Common Council  
City Hall  
730 Washington Avenue  
Racine, WI 53403

Ladies and Gentlemen:

The Parks, Recreation and Cultural Services Department would like to meet with the Public Safety and Licensing Committee to request permission to waive formal bidding relative to the purchase and installation of playground equipment, and instruct the Purchasing Agent to obtain from Miller & Associates.

Appropriate staff will be available at the meeting to address any questions that may arise.

Sincerely,

Donnie Snow  
Director

c: Tom Molbeck  
Robert Rafel

City Hall Annex  
800 Center Street, Room 127  
Racine, Wisconsin 53403  
262-636-9131  
262-636-9277 FAX



PO Box 154, Prairie du Sac, WI 53578

www.millersaukprairie.com

July 19, 2011

Robert Rafel  
City of Racine  
800 Center St. Rm. 127  
Racine, WI 53403

Dear Robert:

This letter is a follow up to our conversation of July 15, 2011 regarding possible play equipment purchases by the City of Racine. Miller & Associates – Sauk Prairie would propose the following as a supplemental purchase to the City of Racine’s 2010 play equipment purchases as noted on Racine purchase order number SO28117. This 2011 pricing will be the same as that quoted and purchased in 2010 by the City of Racine on:

- Official notice #13 (Due September 13, 2010)
  - “Supply & installation of play equipment for City of Racine Parks, Recreation, and Cultural Services Department.”
- City of Racine 2010 Purchase Order SO28117, Issued on 10/06/10.

**2011 Purchase to include materials and onsite assembly of the following:**

<b>Qty</b>	<b>2010 Bid Item</b>	<b>Description</b>	<b>Each</b>	<b>Ext.</b>
-2-	Unit Bid #2	Age 5-12 Play Structure (Large w/ Free Standing Climber)	\$ 18,452.00	\$ 36,904.00
-1-	Unit Bid #4	Two-Bay Infant & Belt Swing Combination	\$ 2,356.00	\$ 2,356.00
-1-	Unit Bid #5	Park Digger	\$ 779.00	\$ 779.00

Note:

- This proposal includes all applicable discounts, including a 5% Cash (check within 10 Days) discount.
- Order must be placed prior to August 31, 2011.
- Installation will be completed during 2011
- Materials will be shipped via common carrier. The purchaser is responsible for receiving (off loading) and storage of all materials. This will require the use of a fork lift, skid steer with forks, or several men to break down the freight and off load the freight by “hand”. The driver is not required to assist with any off loading of the freight.
- Any damages or shortages must be noted on the bill of lading at the time of receiving the materials.

Please contact me with any questions that you have. We appreciate the opportunity to provide this play equipment proposal to you and the City of Racine.

Sincerely,

Steve Barritt  
President