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PURCHASING OFFICE


INTER-DEPARTMENTAL MEMO

TO: Glynn Walker
DATE: March 28, 2014
SUBJECT: Lawn Mower

One of the Toro batwing type lawn mowers used by Facilities is worn out beyond the capacity to fix any longer and is essential equipment required to keep up with scheduled mowing rounds. The Facilities Department has requested the attached quote to replace this mower.

Professional Turf Products is an approved vendor of the Texas Local Government Statewide Purchasing Cooperative. The Buy Board is the secured website for this cooperative which is administered by TASB. All items on the Buy Board have been competitively bid and awarded by the Cooperative's Board of Trustees based on state statues.

It is the recommendation of Mark Pantel, Director of Purchasing and Jon Hall, Director of Facilities to purchase the Toro Groundsmaster 5900 mower from Professional Turf Products per Buy Board contract #373-11 for \$82,488.15. The funds for this purchase will be provided from the 2009 Bond Program savings.



Mark Pantel, Director of Purchasing



Jon Hall, Director of Facilities