

Aitkin County Board of Commissioners
Request for County Board Action/Agenda Item Cover Sheet



To: Chairperson, Aitkin County Board of Commissioners Date: 2-19-14

Via: Roxy Traxler, Interim County Administrator

From: John Welle

Title of Item:

Equipment Purchase - Trailer

Requested Meeting Date: 2-25-14 Estimated Presentation Time: (consent agenda)

Presenter: John Welle

Type of Action Requested (check all that apply)

- For info only, no action requested
- For discussion with possible action
- Let/Award Bid or Quote (attach copy of basic bid/quote specs or summary of complex specs, each bid/quote received & bid/quote comparison)
- Approve/adopt proposal by motion
- Authorize filling vacant staff position
- Request to schedule public hearing or sale
- Request by member of the public to be heard
- Item should be addressed in closed session under MN Statute _____
- Approve under Consent Agenda
- Adopt Ordinance Revision
- Approve/adopt proposal by resolution (attach draft resolution)
- Other (please list) _____

Fiscal Impact (check all that apply)

- Is this item in the current approved budget? Yes No _____ (attach explanation)
- What type of expenditure is this? Operating Capital Other (attach explanation)
- Revenue line account # that funds this item is: 5001
- Expenditure line account # for this item is: 6600

Staffing Impact (Any yes answer requires a review by Human Resources Manager before going to the board)

- Duties of a department employee(s) may be materially affected. Yes No
- Applicable job description(s) may require revision. Yes No
- Item may impact a bargaining unit agreement or county work policy. Yes No
- Item may change the department's authorized staffing level. Yes No



Supporting Attachment(s)

- Memorandum Summary of Item
- Copy of applicable county policy and/or ordinance (excerpts acceptable)
- Copy of applicable state/federal statute/regulation (excerpts acceptable)
- Copy of applicable contract and/or agreement
- Original bid spec or quote request (excluding complex construction projects)
- Bids/quotes received (excluding complex construction projects, provide comparison worksheet)
- Bid/quote comparison worksheet
- Draft County Board resolution
- Plat approval check-list and supporting documents
- Copy of previous minutes related to this issue
- Other supporting document(s) (please list) _____

Provide (1) copy of supporting documentation NO LATER THAN Wednesday at Noon to make the Board's agenda for the following Tuesday. (If your packet contains colored copies, please provide (4) paper copies of supporting documentation as we do not have a color printer or copier.) Items WILL NOT be placed on the Board agenda unless complete documentation is provided for the Board packets.

AITKIN COUNTY COMMISSIONER'S MEMO

TO: Aitkin County Commissioners
Patrick Wussow, County Administrator

FROM: John Welle

DATE: February 19, 2014

Consent Agenda Item:

Equipment Purchase - Trailer

Summary:

As part of the 2-11-14 Consent Agenda, purchase of a Felling FT 45 trailer was authorized at a price of \$20,585 from Felling Trailers, Inc. of Sauk Centre, MN.

Upon trying to place the order for this trailer, Felling Trailers informed us that their state bid sheets contained an error in listing airbrakes as an option on the Felling FT 45 trailer. To get trailer air brakes, we would need to acquire the Felling FT-50.

The revised enclosed bid comparison sheet shows that Towmaster T-50 trailer is now the lowest cost trailer at a cost of \$22,157.25. Authorization is therefore requested to rescind the previous board action authorizing purchase of the Felling FT 45 trailer and to authorize purchase of the Towmaster T-50 trailer from Towmaster in Litchfield, MN. Although this purchase is approximately \$4,200 over the budgeted amount of \$18,000, approximately \$3,000 to \$4,000 of revenue is expected from sale of the existing trailer.

Deck -over trailer price comparisons.

Vendor	Felling Trailer Sauk Centre, MN	Towmaster Litchfield, MN	Ziegler, Inc Bloomington, MN
	Felling FT 50	Towmaster T50	Trail King TK 50
Base Price	\$22,141.00	\$21,237.25	\$29,793.60
Capacity #	59,000 lbs.	50,000 lbs.	50,000 lbs
Deck length	24 feet	24 feet	25 feet
Deck width	104 inches	104 inches	104 inches
Beavertail	5 feet	5 feet	5 feet
# of axles	3	3	3
Tire size	215/75R 17.5	215/75R 17.5	215/75R 17.5
Deck mat'l	Wood	Wood	Wood
Options:			
Air brake	Stan.	Stan.	Stan.
Dual jacks	\$356.00	\$395.00	N/A
wired to county	\$0	Stan.	Stan.
Spare tire	\$553.00	\$525.00	\$410.00
Total	\$23,050.00	\$22,157.25	\$30,203.60
