



Accountability - Dedication
Honesty - Integrity - Respect

MEMORANDUM

DATE: 9/28/26
TO: Tara Vasicek, City Administrator
FROM: Sydney Mroczek, Parks and Recreation Director
RE: Toro Groundsmaster 4000

RECOMMENDATION:

Accept the attached Sourcewell quote from Midwest Turf & Irrigation in the amount of \$98,479.37. This is CIP #100-150-57510-27022. The CIP amount approved is \$100,000.

DISCUSSION:

Attached is a quote for an 11-foot Toro Groundsmaster 4000 using Sourcewell pricing under Contract No. 112624-TTC. Purchasing through Sourcewell satisfies the City's bidding requirements. This mower will replace an existing unit in our fleet that continues to experience breakdowns and has become increasingly costly to repair and maintain.

FISCAL IMPACT:

Approved funds in the FY26-27 budget.

SIGNATURE:

Concurrence: Chris Norquest, Finance Director

By: Christopher A. Norquest

Signature: Sydney Mroczek, Parks and Recreation Director

By: Sydney Mroczek

Approved: Tara Vasicek, City Administrator

By: Tara Vasicek

City of Columbus, Nebraska Purchase Request Form

This form must be fully completed before any purchase, contract, or expenditure of City funds.

****When sending to Finance: Subject line on email should read- "Purchase Request Form"**

	AMOUNT: \$98,479.37				
PROCESS:	\$999 or less	\$1,000 - \$4,999	\$5,000 - \$24,999	\$25,000 - \$74,999	\$75,000
Purchase Request Form		X	X	X	X
2 Quotes		X			
Dept Head Approval		X	X	X	X
3 Quotes			X	X	
City Administrator Approval			X	X	X
Verification of Funds, Finance Director			X	X	X
Form Bidding Required					X
City Council Approval				X	X

1. Requesters Information

Department / Division: Parks and Recreation

Requesting Employee: Greg Mundil

Supervisor: Tom Ek

Department Head: Sydney Mroczek

Date: 9/28/26

2. Type of Purchase

☐ Goods / Supplies / Equipment

☐ Contractual Services

☐ Professional Services (QBS)

☒ Construction / Capital Improvement

☐ Emergency Purchase

3. Purchase Description:

Fully describe the goods or services and their purpose.

Attached is a quote for an 11-foot Toro Groundsmaster 4000 using Sourcewell pricing under Contract No. 112624-TTC. Purchasing through Sourcewell satisfies the City's bidding requirements. This mower will replace an existing unit in our fleet that continues to experience breakdowns and has become increasingly costly to repair and maintain

4. Selected Vendor Information:

Vendor Name: Midwest Turf & Irrigation Contact Name: Adam Boston
Phone: _____ Email: aboston@midwestturf.net
Cooperative Purchasing (State Contract, Sourcewell, etc.): ☒ Yes ☐ No

5. Cost & Budget:

Total Cost: \$98,479.37
Account Number(s): 100-150-57510-27022
Funds Available: ☒ Yes ☐ No

6. Number of Quotes obtained: 1

If this is a sole source quote please explain:

Purchasing through Sourcewell satisfies the City's bidding requirements.

7. Approvals

Supervisor / Designee: Tom EK Date: 9/28/2026
Department Head: Sydney Mroczek Date: 9/28/2026
City Administrator (if \$5,000+): [Signature] Date: 9/28/26
City Council Approval (if \$25,000+): _____
Verification of Funds:
Finance Director (if \$5,000+): Christopher A. Nguyen Date: 09/28/26

AS NEEDED: Description of Emergency Purchases

An "emergency" shall be defined as any event that interrupts the normal administration of municipal services, thereby jeopardizing the life, health of citizens.

Describe emergency circumstances and justification.



14201 Chalco Valley Parkway
Omaha, NE 68138
Adam Boston
aboston@midwestturf.net



City of Columbus

Columbus, NE

9/21/2026

Toro Sourcewell Contract Number 112624-TTC

Qty	Model Number	Description	MSRP	Sourcewell
		Toro Groundsmaster 4000	\$123,780.00	\$96,548.40
1	30609	Toro Groundsmaster 4000-D (T4)	\$123,780.00	\$96,548.40
		Setup:		\$1,930.97
TOTAL				<u>\$98,479.37</u>

Due to the current Economic Climate, Pricing may be subject to change.
Thank you for the opportunity to quote you on the equipment listed above.
The equipment pricing includes all set up and delivery.

Please feel free to call me with any questions.
Kind Regards,

Adam Boston
Western Territory Commercial Sales

