



BOARD OF CONTROL REQUEST FORM

The Board of Control meeting is held on Wednesdays at 11:15 a.m. in Council Chambers.
(Meeting location, day and time is subject to change with advanced notice)

All requests must be received by no later than 10:00 a.m. on the Tuesdays prior to the meeting, or by 10:00 a.m. one day prior to the meeting when BOC is held on a day other than Wednesday.

<<< Answer all of the following questions for each request submitted >>>

1. Request Date: 3/25/2026
2. Name of Department Submitting Request: Public Property, Parks Division
3. Summary of Report: Fencing at Fields 6&7 at Campana Park is in need of repair. Rabbit Landscaping and Installation is the vendor who provided the original fencing and is the vendor able to provide necessary materials for repairs.
4. Name of Vendor: Rabbit Landscaping and Installation
5. Amount: \$10,600.00
6. Number of account to be used for funding: 1010.B200.4160.6400.2200

7. VENDOR DETAIL

Sole Source Vendor - Yes State Purchasing Vendor - No

List the names and the quote received from *at least* three vendors for the requested item;
Or, if bids were submitted, use this area to list vendor names and bid amounts.

Vendor #1 Rabbit Landscaping and Installation

Vendor #2 _____

Vendor #3 _____

Vendor #4 _____

8. The Treasurer's Office has verified that the vendor selected is registered with the City. Yes
9. Is the amount requested due to a change order? No
10. If necessary, has City Council approved and when? _____