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**PARKS DEPARTMENT MEMORANDUM**

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**TO:** Mayor Bodnar, Council President, Members of Council, and Department Heads  
**FROM:** Shane McAviney, Director of Parks and Recreation  
**CC:** Department Heads  
**Date:** 01/03/2023  
**Subject:** Recommendation for Port-a-Pot Pricing

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Two proposals for providing portable toilet units for special events and programs in Mayfield Village were submitted. These two proposals were from:

1. Onsite Reliable Onsite Services

1050 Killian Rd.  
Akron, OH 44312

Amount: \$18,000.00

2. Miller Portable Inc

PO Box 136  
Berlin, Ohio 44610

Amount: \$16710.00

The proposals were evaluated through overall price and references. Based on references and company history, both Reliable and Miller Portable are reputable companies and could provide the needed service. I would recommend the purchase order be in an amount not to exceed \$17,600 to cover any additional cost.

Approval Requested:

*A motion to authorize an expenditure in an amount not to exceed \$17,600 to Millers Portable for providing portable toilet units for special events and programs in Mayfield Village for 2023.*

**MAYFIELD VILLAGE REQUISITION**

PO #: \_\_\_\_\_

REQ. #: 46974

VENDOR #: \_\_\_\_\_

DEPT.: Parks

DATE: ~~12/04/2021~~ 1/3/23

VENDOR NAME:

Miller Portables Restroom/MT

BILLING ADDRESS 1:

2680 Co Rd 168 P.O. Box 136

ADDRESS 2:

CITY, STATE, ZIP:

Dundee, Ohio 44624 Bertin Ohio 44610

PHONE: 1-800-827-6808 CONTACT: \_\_\_\_\_

TIN: \_\_\_\_\_

ITEM / SERVICE:

QUANTITY	UNIT	DESCRIPTION	PRICE/UNIT	AMOUNT
		Toilet and hand washing		\$17,600.00
		Rentals for 2022 season		

JUSTIFICATION OF NEED: \_\_\_\_\_

ACCOUNT #: 101.371.50490 - \$12,000

AMOUNT: \$17,600.00

101.312.50475 - \$600.00

101.312.50479 - \$900.00

101.361.50491 - \$800.00

101.361.50492 - \$2600.00

101.341.50490 - \$700

REQUESTED BY: Shane McA...

DEPT. APPROVAL: Shane McA...

MAYOR'S APPROVAL: \_\_\_\_\_

CLERK: \_\_\_\_\_ (Certification of Council Approval)

FINANCE DIRECTOR INITIAL: \_\_\_\_\_

NOTES: For Council

\* New Company w.g to follow