



**SPENDING AUTHORIZATION FORM**

Pursuant to Whitestown Ordinance No. 2009-10, all purchases over \$5,000 must be pre-approved by a body having authority to approve claims.

Name of Requestor: Dominic Cornett Department: Parks  
Total Amount Requested: \$22,960 Budget Line Number: 2204.500425

General Description of Purchase (Attach additional materials as appropriate):  
Adding Shade Structures to the Splash Pad Side of Main Street Park.  
Same manufacturer that installed the shade structures on the Playground side.

Signature of Requestor: 

**Clerk-Treasurer Office Verification:**

Sufficient funds are available in the budget line numbers set forth above for the purchase amount requested above:

Signature of Clerk-Treasurer Designee: \_\_\_\_\_  
Printed Name: \_\_\_\_\_

**Board Approval:**

On 2/14/2024, the Town Council President of the Town of  
Whitestown approved the above requested spending authorization in an amount not to exceed  
\$22,960.

\_\_\_\_\_  
Signature of Board President or Secretary

\*All payments must follow applicable claims approval procedures.  
\*\*Requestor is responsible for ensuring any applicable bidding procedures (statute and/or ordinance) are followed.



1279 Hazellon-Etna Road SW  
Palaskala, OH 43062  
614-855-3790  
www.midstatesrecreation.com

QUOTATION

<b>Sold To</b>	Mainstreet Park 6210 South 700 East Whitestown, IN, 46075 United States	<b>Ship To</b>	Mainstreet Park 6210 South 700 East Whitestown, IN, 46075 United States
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<b>Date</b>	<b>Quote #</b>	<b>Terms</b>	<b>Rep</b>	<b>Project</b>	<b>Ship Contact</b>
2023-12-06	QTN-14533	Net - End of next month	Amber Berninger	2023 12 Mainstreet Park Shades - 2024 - In Whitestown Town Of	
	<b>Valid Until</b>				
	01-06-2024				

Item Code	Description	Qty	Rate	Amount
ZZPSP005	Single Post Pyramid 14'x14'x8' - In-Ground Post. POST - Light Gray. FABRIC - Royal Blue	2.0 Unit	\$ 4,905.00	\$ 9,810.00
Freight	Shipping Charges are estimated and are subject to actual shipping charges incurred at time of shipment.	1.0 Unit	\$ 2,400.00	\$ 2,400.00
Installation Charges	Installation Charges. SEE BELOW	1.0 Unit	\$ 10,750.00	\$ 10,750.00

<b>Subtotal</b>	\$ 22,960.00
<b>Indiana Sales Tax</b>	\$ 0.00
<b>Total</b>	\$ 22,960.00

NOTES:

- Assumes no utilities in the area
- Midstates to call 811
- Customer to verify private utilities
- No saw cutting
- No concrete work, outside of footers
- Assumes fencing will not be in the way
- No site restoration
- Spoils remain on site
- No permitting
- No inspections
- Assumes access into area will withstand the weight of a skidsteer
- Cannot be responsible for cracking sidewalks/asphalt

Acceptance of Proposal

(Please be sure you have read, signed, and initialed and understand the terms and conditions) The items, prices, and conditions listed herein are satisfactory and are hereby accepted.

Signature (Approval) \_\_\_\_\_

Printed Name \_\_\_\_\_

Title \_\_\_\_\_

Date \_\_\_\_\_

**TERMS AND CONDITIONS**

**QUOTE CONDITIONS AND ACCEPTANCE:**

**This quote is only valid for 30 days.**

\*\*\* (Pls Initial) It is the Buyer's responsibility to verify quantities and description of items quoted. Once your order has been placed, any changes including additions, deletions, or color changes, could result in price increases, additional fees and could cause delays.

**EXCLUSIONS: Unless specified, this quote excludes all of the following but not limited to:**

- Required Permits/Inspections, Background Checks, Davis Bacon, Prevailing Wage or Certified Payroll
- Performance/Payment Bonds
- Site Restoration
- Site work, saw cutting/core drilling, and landscaping.
- Removal of existing equipment
- Unloading; Receiving of inventory or equipment; Storage of equipment.
- Equipment assembly and/or installation
- Safety surfacing; Borders or drainage requirements
- Landscaping Repairs DUE to poor access or in climatic weather

**FREIGHT AND DELIVERY: (if applicable)**

Shipping is FOB Origin (means the buyer accepts the title of the goods at the shipment point and assumes all risk once the seller ships the product). All equipment will arrive unassembled.

\*\*\* (Pls Initial) Buyer is responsible to meet and provide adequate personnel/equipment to unload truck  
A Check List, detailing all items shipped, will be included with the shipment. Unless taking delivery is specifically included in quote.  
Buyer is responsible for ensuring the Sales Order Breakdown and Item Numbers on all boxes and pieces match the Check List.

\*\*\* (Pls Initial) Shortages or damages must be noted on the driver's delivery receipt. Shortages or damages not noted become the buyers financial responsibility.

Please notify Midstates Recreation immediately of any damages.

Shortages and Concealed Damage must be reported to Midstates Recreation within 10 days of delivery.

A reconsignment fee will be charged for any changes made to delivery address after order has been placed.

**TAXES:**

All orders are subject to applicable sales tax unless a tax exemption form is on file at the time the order is placed.

**PAYMENT TERMS:**

An approved Credit Application is required for new customers or customers that haven't been active in the last 18 months. Terms are check with order, or 50% down payment with approved credit (terms do vary based on references). Balance of product & freight will be invoiced upon shipment, due Net 10 days. 100 % prepayment required on Replacement Parts. A 3% charge will be added to all credit card orders over \$ 3,000.

**RESTOCKING:** Items canceled, returned or refused will be subject to a minimum 25% restocking fee. All return freight charges are the responsibility of the Buyer.

**MAINTENANCE/WARRANTY:**

Manufacturer's standard product warranties apply and cover equipment replacement and freight costs only; labor is not included.

Midstates Recreation offers no additional warranties.

Maintenance of the equipment and safety surfacing is the responsibility of the customer.

Any unauthorized alterations or modifications to the equipment (including layout) will void your warranty.

**INSTALLATION: (if applicable)**

Customer must locate all underground private utilities before your scheduled installation a third-party private utility service can be provided at an additional cost if necessary. Additional charges may apply if obstruction(s) are encountered beneath the surface. Not responsible for damaged/broken parts on existing playground equipment. Not responsible for crossing sidewalks.

**Acceptance of Terms & Conditions**

Acceptance of this proposal, made by an authorized agent of your company, indicates agreement to the above terms and conditions.

Customer Signature	Printed Name and Title	Date
Updated:		