



MEMORANDUM

Equipment Maintenance
Roadway Maintenance
Collection & Drainage
Building & Grounds
Engineering

To: Gregg Mandsager, City Administrator

CC: Fran Donelson, Secretary

FROM: Randy Hill, Public Works Director

DATE: June 16, 2014

RE: Request Authorization to Purchase Street Signs

INTRODUCTION:

The City is responsible for signs placed in the public right-of-way.

BACKGROUND:

It is necessary for the City's Roadway Maintenance operation to maintain the 5000+ signs installed in the City of Muscatine. Now that there are mandated reflectivity requirements, it is important that we are proactive with upgrading our sign inventory.

RECOMMENDATION/RATIONALE:

Public Works staff received two quotations for this expenditure:

| | |
|---------------------------|-------------|
| 1. TAPCO | \$12,948.03 |
| 2. Iowa Prison Industries | \$14,409.32 |

We have \$15,400 available in the Traffic Control budget for this expenditure. Staff recommends issuing a Purchase Order to TAPCO for the 2014 sign purchase.

BACKUP INFORMATION:

- 1.
- 2.
- 3.
- 4.