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Public Works

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MEMORANDUM

Equipment Maintenance
Roadway Maintenance
Collection & Drainage
Building & Grounds
Engineering

To: Brian Stineman, Public Works Director
CC: Gregg Mandsager, City Administrator
FROM: Stan O'Brien
DATE: May 31st 2019
RE: Request to Issue a Purchase Order for Elevator Upgrades

INTRODUCTION:

The Public Works Building & Grounds Division has budgeted to do elevator upgrades by the 2020 state mandate.

BACKGROUND:

The Public Works Department requested quotes from our contracted elevator service provider, Kone Elevators, to meet the 2020 state mandated elevator upgrades.

RECOMMENDATION/RATIONALE:

Staff recommends approving a purchase order to Kone elevators in the amount of \$34,840 for the elevator upgrade work. There is \$36,592 budgeted in the Building & Grounds Deferred Maintenance Budget for these upgrades..