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Public Works

**City Transit
263-8152**

MEMORANDUM

**Equipment
Maintenance
Roadway Maintenance
Collection & Drainage
Building & Grounds
Engineering**

To: Brian Stineman, Public Works Director

CC: Greg Jenkins, Acting City Administrator

FROM: Stan O'Brien

DATE: May 14th 2020

RE: Request to issue a purchase order for insulated windows at the Public Safety building.

INTRODUCTION:

The Public works Building & Grounds Division has budgeted for replacement windows at the Public Safety Building.

BACKGROUND:

The Public Works Department requested quotes from four vendors Window World for \$44,526, East Moline Glass \$53,944, Iowa City Window and Door didn't give a quote, and All Seasons Glass didn't receive a quote.

RECOMMENDATION/RATIONALE:

City Staff recommends approving a purchase order to Window World for \$44,526. \$45,000 was budgeted for these windows in the deferred maintenance budget.