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**Public Works**

**City Transit**  
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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 Art Center Gallery roof replacement

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**INTRODUCTION:**

The Public Works Building & Grounds Division has budgeted for the replacement of the Art Center Gallery roof

**BACKGROUND:**

The Public Works Department requested bids from three vendors Bryant Roofing for \$30,036, Five Star Roofing for \$39,700 and Jim Giese Roofing for \$70,012.

**RECOMMENDATION/RATIONALE:**

City Staff recommends approving a purchase order to Bryant Roofing for \$30,036. \$30,000 was budgeted for this roof replacement in the deferred maintenance budget.