



1459 Washington St.  
Muscatine, IA 52761-5040  
(563) 263-8933  
Fax (563) 263-2127

**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 replacement windows for Public Works office windows.

---

**INTRODUCTION:**

The Public Works Building & Grounds Division has budgeted for replacement windows for the Public Works office area.

**BACKGROUND:**

The Public Works Department requested quotes from three vendors Window World for \$6,868 , Iowa City Window and Door for \$12,963 and East Moline Glass \$16,877

**RECOMMENDATION/RATIONALE:**

City Staff recommends approving a purchase order to Window World for \$6,868. \$8,280 was budgeted for these windows in the deferred maintenance budget.