



# Agenda Cover Memorandum

Meeting Date: December 19, 2016

Meeting Type:  Committee of the Whole  City Council  Budget Workshop

Item Title: Approve the purchase order for new security doors at both fire stations to Anderson Lock, Des Plaines, IL in the amount of \$19,631.63.

Item Type:  Transfer  Budget Amendment  Purchase Order  Other

Action Requested:  Approval  For Discussion  Feedback Requested  For Your Information

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Background:

As part of the approved FY17 Capital Budget, the Fire Department is seeking approval to replace multiple security doors at the two fire stations. Some of the metal doors and frames are warping due to age and unable to be repaired permanently. This purchase order comes in below the total budgeted amount of \$20,000.00

Staff went out and sought bids and received bids from three (3) firms. The Procurement Officer has reviewed and approved the bids and bid process.

This was discussed at the December 12, 2016 Committee of the Whole meeting and passed unanimously 6-0.

Recommendation:

Approve the purchase order for new security doors at both fire stations to Anderson Lock, Des Plaines, IL in the amount of \$19,631.63.

Budget Implications:

Does Action Require an Expenditure of Funds:  Yes  No

If Yes, Total Cost: \$19,631.63

If Yes, is this a Budgeted Item:  Yes  No  Requires Budget Amendment

If Budgeted, Budget Code (Fund, Dept, Object): 100-2021-996300

Attachment(s), if any: