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MUSCATINE MUNICIPAL HOUSING AGENCY

MEMORANDUM

TO: Gregg Mandsager, City Administrator
FROM: Dick Yerington, Housing Administrator
DATE: May 14, 2010
RE: Maintenance contract Clark House

INTRODUCTION:

Clark House Apartment, 117 W. Third Street, Muscatine, IA has two traction elevators to serve the 11-story building. The elevators are properly maintained and serviced by an experienced, reputable contractor.

BACKGROUND:

The current maintenance contract for Clark House expired on May 1, 2010. Sealed bids for maintenance contracting have been solicited from area elevator contractors.

Kone, Inc. of Moline, IL submitted the only bid for this service in the amount of \$7,140.00 annually. This contract is renewable each year for 5 years, with annual price adjustments (up or down) to reflect actual labor costs.

RECOMMENDATION:

It is recommended that the City Council authorize the Housing Administrator to enter into contract with Kone, Inc. for required services.

BACKUP INFORMATION:

Bid information is available for review in housing office.