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MUSCATINE MUNICIPAL HOUSING AGENCY

MEMORANDUM

TO: A.J. Johnson, City Administrator
FROM: Dick Yerington, Housing Administrator
RE: Request for Issuance of Purchase Order for
Carpet/Vinyl Replacement at Clark House
DATE: October 10, 2008

On August 16, 2008 a water pipe failed at Clark House, resulting in damage that includes the carpet and vinyl in the dining room and entry.

Bids were solicited from three local carpet/vinyl contractors with the lowest responsible bid being returned by Carriage House Carpet One in the amount of \$7,705.40.

We anticipate reimbursement from the insurance company of approximately \$6,000 to offset this expense.

The existing carpet is 15 years old and was scheduled for replacement in the next couple of years.

I am recommending that City Council authorize the issuance of a purchase order in the amount of \$7,705.40 to proceed with this project.

If you have any questions, please contact me.