

InterOffice Memorandum

July 17, 2014

To: John Griffin/Contract Administrator

From: Dan James/Facilities Director

RE: Award of Bid: Commercial Washers, Dryers and Installation, IFB No. 2014-239

Upon evaluation of the submitted bid tabulation packet for Commercial Washers, Dryers and Installation, IFB No. 2014-239, I recommend that we award the bid to the overall low bidder, AAdvantage Laundry. Total cost of equipment, installation, alternate one – metal work around dryers (2014-239-01-04) and alternate two/trade in's (2014-239-02-01 (2) existing washers @\$1,000 each and 2014-239-02-02 (4) existing dryers @\$250 each) is \$65,117.80 to be expended from 499-4102-561-91-29, Project No.'s S41004 and S41005.

Thank you for consideration of my request. If I can be of further assistance please do not hesitate to contact me at extension 5331.