



# **INFORMATION MEMORANDUM**

TO: Mayor and City Council

FROM: Kevin Muenchow, Fleet and Facilities Director

DATE: May 5, 2020

SUBJECT: Purchase of Generator for Keenan Service Center

## Back Ground

During the design of the Service Center Project (“Project”) with rising construction costs at an estimated 1% per month, the architect and staff had removed several items in the original design of the project in hopes it would stay under the \$7 million budget when bid.

The construction bids were approved by City Council Resolution 2019-53 on May 7, 2019 and the total of the bids came in near the original budget estimates the total Project budget was within the \$7 million budget. The project is currently at 100% completion as of April 17, 2020 and came in under budget.

The Keenan Service Center electrical was designed and set up for a generator to power the entire building during power outages and emergency events which would require fleet and the warehouse operations to function. The generator is the only equipment needed to make the building operational during outages and there is funding in the project’s budget contingency to purchase the generator that was removed from the project.

## Recommendation

City Administration recommends approving Resolution 2020-50 authorizing the City Manager to purchase a generator for the Keenan Service Center.