

Memo

To: City Council
From: John Haggard, Finance Director / Treasurer
Re: Municipal Center Building Automation
Date: June 8, 2023

Administration is asking Council to award a bid to Train US Inc. for \$93,325.00 for a new Municipal Center Building Automation System.

Train US Inc. is the lowest qualifying bidder. Therefore, awarding the bid to Train US Inc. is appropriate.

Administration has \$108,926.00 remaining in their capital budget for the year. Therefore, this purchase will not require a budget adjustment.

Thanks,

A handwritten signature in black ink that reads "John Haggard". The script is cursive and fluid, with the first letters of "John" and "Haggard" being capitalized and prominent.

John Haggard, CPA, CGFM