



## ***MEMORANDUM***

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**Date:** February 11, 2022  
**To:** Deadwood City Commission  
**From:** Kevin Kuchenbecker, Historic Preservation Officer  
**Re:** Purchase Metal Cabinet – Archaeological Collections

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The City Archives would like to purchase a lockable metal cabinet from Steel Fixture Manufacturing Company of Topeka, Kansas. The new metal cabinet will be used to properly store oversized textiles from the City's archaeological collections. The new cabinet will have adjustable shelves, lockable doors and sealed gasket to maintain a micro environment within the cabinet. The cabinet was an approved expenditure in the City Archives 2022 budget. The quote for this cabinet is attached to this memorandum.

The Historic Preservation Commission reviewed this request at their February 9, 2022 meeting and recommend purchasing a lockable metal cabinet from Steel Fixture Manufacturing Company in the amount not to exceed \$4,500.00 to be paid out of the Archives budget.

### RECOMMENDATION:

Move to purchase a lockable metal cabinet from Steel Fixture Manufacturing Company in the amount not to exceed \$4,500.00 to be paid out of the Archives budget.