



Memo

To: Mayor and Board of Aldermen
From: Liza Walker, Assistant City Administrator
Date: Thursday, February 01, 2024
Re: City Hall Facility Maintenance Program

Currently, the City Hall Facility Maintenance Program with Premium Mechanical and Automation, Inc. is on a mid-year to mid-year cycle. I am updating the agreement to operate on a calendar-year cycle. The annual agreement price will remain the same that it has been for the past decade.

I plan to bring this agreement to the Board for a vote at the upcoming February 20, 2024, Board Meeting.