



**MEETING DATE:** December 18, 2023  
**PRESENTED BY:** Jesse Mares, Facilities Supervisor  
**AGENDA ITEM:** Authorization to solicit bids for monthly air conditioner filter service- Mares

**NATURE OF REQUEST:**

Staff is seeking authorization to solicit bids for the monthly air conditioner filter service for all city facilities.

**BUGETED:** Yes      **FUND:** General Fund      **ACCT. #:** 01-415-44610  
**BUDGET:** \$122,250      **EST. COST:** \_\_\_\_\_      **CURRENT BUDGET BALANCE:** \$102,553  
**BID AMOUNT:** \$ \_\_\_\_\_

**STAFF RECOMMENDATION:**

Approval

**Departmental Approval:** Finance, Purchasing

**Advisory Board Recommendation:** N/A

**City Manager's Recommendation:** Approval *RP*

**RECORD OF VOTE:**      **APPROVED:** \_\_\_\_\_  
   **DISAPPROVED:** \_\_\_\_\_  
   **TABLED:** \_\_\_\_\_

\_\_\_\_\_ AYES

\_\_\_\_\_ NAYS

\_\_\_\_\_ DISSENTING \_\_\_\_\_