Interoffice - Memorandum

To: Judith C. Boyko, Township Administrator

From: Anthony Goller, Fire Chief

Date: August 23, 2013

RE: **REQUISITION ITEM: VIOX SERVICES, $6,611.11 - REPLACE WORN OUT CARPET AT FIRE STATION 72 ON JOHN ROAD (CIP#633)**

Request purchase order approval for the replacement of the worn out carpet at Fire Station 72 on John Rd. The carpet is 10 years old and has met its life expectancy due to the wear and tear.

The township services department, Joel Woodrum solicited quotes for the replacement carpet. Several did not reply to the request.

- Viox Services $6,611.11
- State Term $7,699.00
- J.P. Flooring -No Quote
- Spectra Contract Flooring -No Quote
- Rite Rug -No Quote

Request approval of purchase order #S132318 in the amount of $6,611.11 to Viox Services. CIP #633 (Budgeted $10,000)

Agenda Items: Items Over $2500.00

Trustee Meeting: 8/27/13

PURCHASE ORDER	S132318		
VENDOR:	VIOX SERVICES, INC		
TOTAL ENCUMBRANCE	**$6,611.11**		
ACCOUNT	MULTIPLE		
	CIP#633 -STA 72 CARPET REPLACEMENT	PRICE	$6,611.11

210-FD02-5701-000-000000 3305.56

211-EM02-5701-000-0000003305.56