

CITY OF ALBUQUERQUE
ALBUQUERQUE, NEW MEXICO
PURCHASING DEPARTMENT

INTER-OFFICE CORRESPONDENCE

REF. NO.: OEP2007-072-JR

DECEMBER 12, 2006

TO: JOHN J. VIGIL, PURCHASING MANAGER

FROM: JOE RAEI, SENIOR BUYER

SUBJECT: REPAIR AND MAINTENANCE OF TENNANT SWEEPERS.

DEPARTMENT: VARIOUS

PURSUANT TO THE AUTHORITY CONTAINED IN SECTION 5-5-20-A-11 AND APPROVAL PROCEDURES OUTLINED IN SECTION 19-C OF THE PUBLIC PURCHASES ORDINANCE, AUTHORIZATION IS HEREBY REQUESTED FOR THE FOLLOWING:

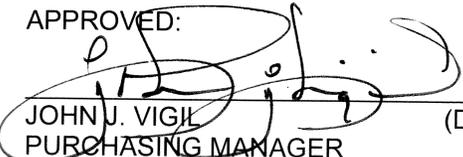
DESCRIPTION:
MAINTENANCE AND REPAIR, TENNANT SWEEPERS

AMOUNT:
\$12,000.00 ESTIMATED

VENDOR: TENNANT CORPORATION

JUSTIFICATION:
TENNANT CORPORATION IS THE SOLE MANUFACTURER AND REPAIR FACILITY FOR TENNANT SWEEPERS. THEY ARE THE ONLY SOURCE OF PARTS AND AUTHORIZED SERVICE FOR THIS EQUIPMENT.

APPROVED:


JOHN J. VIGIL
PURCHASING MANAGER

12/13/2006
(DATE)