

LIVONIA PUBLIC SCHOOLS

Operations Department

Memorandum

TO: Phillip Francis, Director of Operations
FROM: Harry Lau, Administrator of Facilities and Operations
DATE: December 8, 2016
SUBJECT: Scissor Lift Purchase

I am recommending and seeking approval to purchase a Genie 2632 Scissor Lift from MacAllister Rentals. The Genie 2632 lift will afford Livonia Public Schools - Electricians, Plumbers and HVAC technicians, a solid working platform and flexibility to complete work orders in a timelier manner. Below is a list of vendors that submitted quotes:

MacAllister Rentals	Wixom, MI	\$14,107.00
Alta Equipment Company	Livonia, MI	\$15,480.00
Hull Brothers Rental	Taylor, MI	\$15,549.00
Cloverdale Equipment Co.	Oak Park, MI	\$16,500.00

Rationale; The purchase of this lift will give our technicians more flexibility and increase production on all work orders assigned. I am requesting the purchase of this equipment from 2013 bond funds.

If you have any questions regarding this matter please contact me.

Thank you.

Cc: Kathi Price
Karen Oaks
Barb Stoner