

## MEMORANDUM

**TO:** Board of Education  
**THRU:** Dr. Mike Dominguez, Superintendent  
**FROM:** Colleen Drees, Chief Financial Officer  
**DATE:** December 4<sup>th</sup>, 2023  
**RE:** State Contract – Pur-O-Zone Custodial Equipment

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### **ISSUE:**

The Board of Education is asked to approve the purchase of new custodial equipment for the High School.

### **BACKGROUND:**

Plant Facilities is moving our custodial process to a “Team Cleaning” approach. So as we are replacing old equipment we are changing the type of equipment we’re purchasing.

### **ALTERNATIVES:**

No other alternatives applicable

### **RECOMMENDATION:**

1. Approve the bid to purchase the custodial equipment from Pur-O-Zone
2. Deny the purchase of the equipment
3. Re-bid the equipment to alternative vendors

### **FISCAL NOTE:**

The total expense for this purchase is \$31,207.82. This purchase has been budgeted in the current fiscal year from the following account: 016 E 2630 19 0000 056 02 730. Adequate balances are remaining for this purchase.

### **ATTACHMENTS:**

Pur-O-Zone Inc Quote