

CITY OF WASHINGTON

Joan E. Baxter, C.P.A. – Controller

301 Walnut Street

Washington, IL 61571


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MEMORANDUM

TO: Mayor Manier and City Council
FROM: Joanie Baxter, Controller 
DATE: May 16, 2018
SUBJECT: Recycling bins

Staff seeks approval to place an order for 500 recycling bins from Key Equipment & Supply Company. The bins are \$13.99 each for a total expenditure of \$6,995. There are sufficient funds for this purchase within the Recycling Grant Expenses line item in the FY 18-19 budget. Staff recommends approval of this purchase.

This matter has been placed on the Consent agenda for approval at the May 21, 2018 City Council meeting.



Corporate Office
P.O. Box 2007
Maryland Heights, MO 63043
314-298-8330

Branch Office
P.O. Box 11035
Kansas City, KS 66111
913-371-8260

Branch Office
P.O. Box 692109
Tulsa, OK 74169
918-809-8011



May 1, 2018

Mary Westerfield, Customer Services
City of Washington
301 Walnut St.
Washington, IL 61571

Dear Mary,

Thank you for the opportunity to provide you with more of the Orbis recycling bins as per your previous orders. Pricing is as follows.

500	Orbis model NPL270 22 gallon recycle bins in blue with City Hot Stamp	\$ 10.96 each
500	Orbis model NPL254 matching lid	\$ 3.03 each
	Delivered Price Each	\$ 13.99
	Total Invoice Amount Delivered	\$6,995.00

We appreciate your business and look forward to working with you for all of your recycling collection needs.

Sincerely,

Steven Hyink
Steven Hyink
President