



CITY OF KIRKLAND

Department of Finance & Administration
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MEMORANDUM

To: Kurt Triplett, City Manager
From: Barry Scott, Purchasing Agent
Date: September 22, 2016
Subject: REPORT ON PROCUREMENT ACTIVITIES FOR COUNCIL MEETING OF OCTOBER 4, 2016.

This report is provided to apprise the Council of recent and upcoming procurement activities where the cost is estimated or known to be in excess of \$50,000. The "Process" column on the table indicates the process being used to determine the award of the contract.

The City's major procurement activities initiated since the last report, September 9, 2016, are as follows:

	Project	Process	Estimate/Price	Status
1.	Furniture for Maintenance Center & Annex Building	Request for Proposals	\$75,000 - \$85,000	RFP issued on 9/22 with proposals due on 10/20.

Please contact me if you have any questions regarding this report.