M E M O R A N D U M

**TO: Dr. Randy Poe, Superintendent**

 **Ms. Karen Byrd, Chairperson**

 **Board Members**

**FROM: Jehan M. Ghouse, Purchasing Administrator**

**DATE: August 21, 2019, 2019**

**RE: Elevator Maintenance Agreement**

**The Facilities Department would like to continue the maintenance agreement to inspect and service elevators within the District. Since the existing agreement has expired, a new contract is required.**

**Vendor: ThyssenKrup Elevator Corporation**

**Duration: 1 Year (renewable by mutual agreement)**

**Pricing: $33.70 per month per facility**

**I recommend approval, as presented.**