

To:

Karen L. Peters

Deputy City Manager

Date: January 7, 2019

From:

Ginger Spencer 45 Public Works Department

Subject:

CORRECTION TO ITEM 84 ON THE JANUARY 9, 2019 FORMAL AGENDA -

MAINTENANCE AND REPAIR OF ALTEC AERIAL LIFTING EQUIPMENT DEVICES- CONTRACT RECOMMENDATION (ORDINANCE S-45282).

The purpose of this memo is to correct the contract term effective date from January 15, 2018 to January 15, 2019.

Approved:

Karen L. Peters, Deputy City Manager