

PURCHASING REQUEST

September 11, 2025

Something we budgeted for 2025 was a maintenance procedure to drain and replace the hydraulic systems on the elevator at the Coldwater Branch, something recommended every 10 years. The elevator was modernized in 2015, so this is the time.

The quote from June 2024 was \$9,250 for the procedure. I have requested updated pricing, but there was a turnover in our account rep with Otis Elevator, and I don't have the firm numbers at this time. I hope to have the numbers by meeting time, but if not my request to the Board is to authorize a somewhat higher number just in case, so we can get this service scheduled before year end.

Submitted by John Rucker