



CITY OF WASILLA

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INFORMATION MEMORANDUM

NO. 92-16

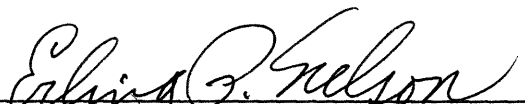
FROM: Finance Director

DATE: May 6, 1992

SUBJECT: Furniture Safety Upgrade

Attached to this memorandum is a list of needed replacement furniture and glare guards needed to upgrade computer workstations in City Hall, the Library and Museum. The list has been compiled based on a review of Alaska National Insurance and our own further review of stations that were missed or where alternate ways of solving the problems have been found.

Ordinance Serial No. 92-19 is for \$8,000 which is slightly less than the cost on the backup list. When we ask for competitive quotes on these items we believe the final price will be lower. If there is extra money left after the bidding process it could be used to upgrade several situations where upgrading was marginal and therefore left off the list.


Erling P. Nelson, CMC
City Clerk/Finance Director

EPN/mdh

OFFICE EQUIPMENT UPGRADE LIST
 FOR CITY HALL, LIBRARY, MUSEUM

PRIORITY #	EMPLOYEE	SITE	ITEM #1 ERGONOMIC CHAIR	ITEM #2 COMPUTER WORKSTATION	ITEM #3 UNDER DESK KEYBOARD TRAY	ITEM #4 DOCUMENT HOLDER	ITEM #5 SCREEN GLARE FILTERS	ITEM #6 FLORESCENT GLARE FILTERS	ITEM #7 WRIST REST	
1	SUZANNE HARTRICK	CITY HALL	X	X				X (3)		
2	MARJ HARRIS	CITY HALL	X					X (2)		
3	SANDY CONNOLLY	CITY HALL	X					X (6)		
4	APRIL HJELLEN	CITY HALL	X	X				X (4)		
5	SHARON SINKO	CITY HALL			X			X (4)		
6	RENE RABY	CITY HALL						X (2)		
7	MARILYN STEWART	CITY HALL		X				X (10)		
8	WILLIAM HARVEY	CITY HALL		X			X	X (3)		
9	ERLING NELSON	CITY HALL	X	X				X (4)		
1	INTER LIBRARY LOAN DESK	LIBRARY	X		X					
2	CIRCULATION DESK	LIBRARY							X (2)	
3	WORK ROOM	LIBRARY			X			X		
4	CHILDREN'S DESK	LIBRARY	X				X		X (1)	
5	MARY ELLEN	LIBRARY	X					X		

MCINTOSH COMPUTER										
STATION	LIBRARY		X							

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	ESTHER WEST	MUSEUM	X		X	X	X		
	ANN MEYERS	MUSEUM	X		X	X	X		
	CAPITAL SITE								
	CABIN TERMINAL	MUSEUM	X	X		X	X		
	TOTAL NUMBER		12	6	5	3	7	38	3
	ESTIMATED COST EACH		\$ 300.00	\$ 419.00	\$ 170.00	\$ 10.00	\$ 40.00	\$ 39.00	\$ 35.00
	TOTAL COST		\$3600.00	\$2514.00	\$ 850.00	\$ 30.00	\$280.00	\$1482.00	\$105.00
	GRAND TOTAL		- \$8,861.00						