

December 10, 2011

TO: Chief George E. Seagraves

FROM: Lieutenant Ron Rakosnik

REF: Floor Covering at Fire Station One

In 1999, Artlow Systems of Carol Stream installed an epoxy quartz floor covering at Fire Station Two. This product is a *ceramic carpet* for concrete surfaces. It is an anti-slip material for areas that may get wet from time to time and possibly cause someone to slip. After installation at Fire Station Two we saw an immediate reduction in slipping.

I recommend the same surfacing system for application at Fire Station One. Artlow Systems has proposed installation for a cost of \$28,925. See copy attached. I have also attached the product bulletin describing everything involved with the application.

This is a unique product, I am asking you to petition the Board of Trustees for a waiver of bids and to award the contract to Artlow Systems. I believe that we should award the contract to Artlow Systems because of the following:

- Unique application process.
- Excellent references.
- The company has a long history with this type of installation.
- We have a history with this company.
- They have worked well with us on warranty issues at Fire Station Two.
- Their offices are located nearby.

RR

Attachment