



THE CITY OF  
**MORGANTOWN**  
WEST VIRGINIA

**Arts & Cultural Development**  
389 Spruce Street  
Morgantown, WV 26505  
304.284.7472

## MEMORANDUM

Date: March 21, 2022

To: Kim Haws – City Manager

Through: Emily Muzzarelli – Assistant City Manager

From: Vincent E. Kitch - Director *Vincent E. Kitch*

RE: Digital Kiosk Purchase for Hazel Ruby McQuain Park

Bids were opened at 2:00 pm on March 21, 2022, for the digital electronic kiosks at Hazel Ruby McQuain Park.

For promotions at Hazel Ruby McQuain Park, the city inherited a Main Street Morgantown kiosk that has been in place for several years. This kiosk requires printed posters for each event limiting our ability to provide information and advertising for multiple events. A double-sided digital kiosk was desired so that information including rules, regulations and upcoming events can be promoted easily.

This kiosk can be updated by city staff any time and include much more information. The project includes bringing electricity to the location, design, and fabrication of kiosk frame, repurposing the exiting poles to match, and purchase of the new equipment. This project is fully funded from a recent grant made by the Hazel Ruby McQuain Charitable Trust

### CONTRACTOR

### COST

1. City Neon \$45,270.60. Base Bid

Engineering has reviewed the submitted bid for completeness and adherence to the Bid Call requirements and recommends award to the bidder, City Neon.

