



# MUNICIPALITY <sup>of</sup> PRINCETON

Department of Engineering &  
Infrastructure Operations

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## MEMORANDUM

**To:** Mayor and Council  
**From:** Deanna Stockton, *Deputy Administrator*  
**Subject:** Contract to Replace Flooring at 400 Witherspoon Street  
**Date:** July 21, 2025

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Attached for Council's authorization is a resolution to award a flooring contract for the not to exceed amount of \$145,341.86 utilizing a Sourcewell National Cooperative Purchasing Contract. Princeton Mayor and Council's 2025 capital budget ordinance adoption provided \$180,000.00 for flooring replacement work at the 400 Witherspoon Street municipal building.

In 2024, Princeton Council approved contracts to replace the vinyl and carpet flooring in the Police Department. The current budget item provides for the replacement of vinyl and carpet flooring on the second and third floors. The carpet in the Main Meeting Room, Conference Room A, and the AV room was replaced in 2021 and are not included in this quote. All of the materials proposed for replacement are original to the municipal building, which opened in 2002.

Please contact me if you have any questions.

