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Scott K. Ney
Director, Facility Operations

**Community Unit
School District 304**

TO: Dr. Kent Mutchler

FROM: Scott Ney

RE: Authorization to Solicit Bids for 2020-2021 Capital Improvement Projects

DATE: December 4, 2019

The Facilities Taskforce is requesting approval from the Geneva CUSD #304 Board of Education to solicit bids for district-wide roofing repairs and 10-year Health Life Safety violations. These repairs were outlined in the 7-year Capital Improvement Plan and the FGM Architects roofing survey.