

## MEMORANDUM

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TO: Harlem Board of Education

FROM: Gail Aldrich

DATE: March 21, 2024

RE: Bakery Products Bid- Recommendation

I recommend that the Bakery Bid be awarded to Alpha Baking Company at an estimated cost per year of \$43,250.91 (Please see attached bid recap)

The term of this contract shall be July 1, 2024 through June 30, 2025. This contract may be renewed thereafter on an annual basis for successive one-year terms.