

# Memo

**To:** Michael Robey, Ed.D., Superintendent of Schools  
**From:** Clarence Thomas, Supervisor of Buildings and Grounds  
**Date:** 7/20/2012  
**Re:** Masonry Repairs – Stevenson School

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The parapet wall at Stevenson School has cracked face brick that needs to be removed and reinstalled over the windows on the second floor, north of the main entrance. This is due to the lack of maintenance in this area for about 10 years, which is the approximate timetable in which the building was last tuck-pointed. Moisture has gotten behind the brick, pushing it away from its backing. If not repaired, this will eventually fall and create a safety hazard.

We have received three estimates and are prepared to go with the lowest estimate, Jacobson Masonry, Inc.

**Recommendation:** The Board of Education authorized hiring Jacobson Masonry, Inc., at a cost not to exceed \$24,000.00, to do the required masonry restoration at Stevenson School.