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Scott K. Ney
Director, Facility Operations

**Community Unit
School District 304**

TO: Dr. Kent Mutchler

FROM: Scott Ney

RE: 2019-20 Architectural Services for District-Wide Security Upgrades

DATE: July 17, 2019

Requesting Architectural Services approval from the Geneva CUSD #304 Board of Education for Cashman Stahler Group, Inc. to design security upgrades to the existing district-wide facilities. This work would be completed on a time & material basis.

The original Architectural Agreement was approved at the Monday, May 13, 2019 BOE Meeting.