

ADMINISTRATION RECOMMENDATION/REPORT

The District President recommends the Board of Trustees approves a contract for window glass and skylight replacement for the District with BJ Glass Company, Inc.

BACKGROUND

This contract provides window glass and skylight repair and replacement services for the District. The scope includes all labor, materials, equipment, and related services required to repair, replace, or install window glass, skylights, and related components as needed.

It was originally anticipated that annual contract spend would not exceed \$100,000; however, replacement of old wired glass and glass with broken seals will cause the annual spend to exceed \$100,000.

Invitation to Bid (ITB) No. FY2024-ITB-046 was issued to procure window glass and skylight replacement services for the District. One response was received and deemed responsive and responsible.

IMPACT OF THIS ACTION

This contract provides professional commercial installation and replacement of glass for windows, skylights, and glass doors. These services support the District in maintaining secure, weather-tight, and energy-efficient facilities for students, staff, and visitors.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

- Total Authorization Requested: \$350,000
- Funding Source: Facilities Department's FY26 operating budget and subsequent years' budgets
- Current Contract Spend: \$131,128

MONITORING AND REPORTING TIMELINE

The contract term is November 1, 2024 through October 31, 2027

RESOURCE PERSONNEL

Dr. Bill King, Executive Vice President
972-758-3880