

LIVONIA PUBLIC SCHOOLS

Operations Department

Memorandum

TO: Phil Francis, Director of Operations

FROM: Harry Lau, Administrator of Facilities and Operations

DATE: November 3, 2016

SUBJECT: Window Replacement for Central Office Recommendation

I am recommending and seeking approval to award the bid for the replacement of sixty-nine (69) windows at the Central Office Building to Butcher & Butcher Construction. Total cost would be \$109,300.00. This project will be financed through the Sinking Fund, page 86.

A list of the vendors who participated in the bid process is as follows:

Butcher & Butcher Construction	Rochester Hills, MI	\$109,300.00
Hewett Co. Inc.	Pontiac, MI	\$128,000.00
C&J General Contractors	Oak Park, MI	\$139,876.00

Rationale: The Central Office windows are over 50 years old; we are looking for an update for the building, along with energy conservation.

If you have any questions regarding this matter please contact me.

Thank you.

Cc: Business Office