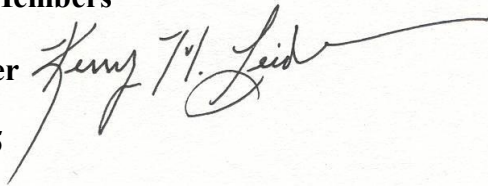


Memorandum

**To: Bill Hanson
School Board Members**

From: Kerry M. Leider



Date: March 26, 2015

Re: Quote #4203– Annual District-wide Glass Replacement Services

Quotes were solicited from four contractors for the annual District-wide Glass Replacement Services. One quote was received in response to the School District's request for quotes covering the period from July 1, 2015 through June 30, 2016 with the option to extend two (2) additional years. Superior Glass, Inc., 823 Belknap Street, Superior, WI submitted the lowest responsible hourly rate quote with an estimated value of \$21,600.00 based on 300 estimated hours at a regular hourly rate of \$72.00.

Recommendation:

It is recommended the Duluth School Board approve the contract with Superior Glass, Inc. to complete the work defined in Quote #4203 – District-wide Glass Replacement Services for a total estimated annual amount of \$21,600.00.

It is further recommended the Duluth School Board approve two (2) additional contract extension options through June 30, 2018, if the amount is determined acceptable by the Director of Business Services and the Property and Risk Manager.

Attached please find the Quote Tab and Annual Comparison for your reference.

Attachment