TO:	Board of Trustees/Dr. Randy McCoy
FROM:	Nancy Williams McReynolds
RE:	Permission to Advertise for Sealed Bids
	Request to Use Brand Names in Bids
DATE:	December 11, 2007

The following information will be sent to the newspaper to solicit sealed bids. The results of the sealed bids will be presented when the successful bidders have been determined. As is customary, purchase orders will be mailed only after School Board action to award bids. This memo represents our legal requirement to notify the governing board in order to advertise.

Bids 555-559 will be used for Classroom Additions

BD555	Thomas Street 10 Classroom Addition
BD556	Joyner 10 Classroom Addition
BD557	Pierce Street 2+ Classroom Addition
BD558	Rankin School 2+Classroom Addition
BD559	Parkway Street 12 Classroom Addition
Funding:	District Construction Reserve Funds
By:	Julie Hinds

BD560	Warehouse Paper for District Use
Funding:	District Warehouse Funds
By:	Nancy McReynolds/Mike Griffin

ADDITIONAL REQUESTS:

Please allow us to qualify in our bids the types of HVAC systems and controls for new classrooms in order to match existing units at each location to provide for easier repairs and to enhance our ability to service equipment.

Joyner	RHEEM Split systems with natural gas furnaces Furnace RGDH-07EARMGR Condenser RAMB-036JAZ RHEEM package units with natural gas on roof RKKA-A036K08E
Rankin	RHEEM Split systems with natural gas furnaces Furnace RGDH-07EARMGR Condenser RAMB-036JAZ
Parkway	BRYANT Split System with natural gas Furnace 350MAV036060 Condenser 561WJ036-A
Pierce & Tho	omas TRANE or BRYANT Package units natural gas Trane YSC036A1ELAGO Bryant 580FJV036074AAGA

SIEMENS Controls for all the above additions.