



# Oak Park Elementary School District 97

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**TO:** Dr. Carol L. Kelley, Superintendent of Schools

**FROM:** Therese M. O'Neill, Assistant Superintendent for Finance & Operations  
Don Vacca, Maintenance Supervisor

**RE:** Stage Curtain Flameproofing Bid

**DATE:** June 28, 2016

Every three years, we are mandated to have our stage curtains (in all ten school buildings) flame-proofed, which requires a bid. The Maintenance Supervisor, Don Vacca, included in the June 8, 2016 issue of the Oak Leaves, a legal notice announcing a formal bid opening on Monday, June 20, 2016, at 1:00 p.m. (see attached legal notice). Nine firms (see attached list) were invited to bid and on Monday, June 20, 2016, three complete bids were received (see attached summary).

We are recommending award to Jose Drapery & Window Covering in the total amount of \$36,700. This firm was the successful bidder three years ago and the total amount for that work was \$33,600. The other firm that bid three years ago bid \$60,742.80. Given that Jose Drapery & Window Covering was a new vendor three years ago and the significant variance in bid amounts, we verified that the scope of work was thoroughly understood and he performed quality service. Given that this firm is once again the low bidder, we are confident of the quality work to be undertaken.

This will return to the Board for approval consideration at its July 12, 2016 meeting.

tmo

attachments (3)