



March 22, 2021

To: Dr. Josh Swanson  
From: Business Office  
Re: Seek Bids for Oak Point Elementary Updates

The authorization to seek bids is requested by management and begins the process to make deferred maintenance upgrades and space usage updates. This project will be to renovate classrooms for preschool students, relocate the main office for Oak Point elementary, add a health room, and create a secure entrance with welcome desk at the lower doors. These enhancements will improve customer service and security within the building.

Approval to seek bids will allow timely development of project specifications and plans to solicit bids from contractors. Funding for this project will come from a variety of sources including long-term facilities maintenance revenue and the designing pathways referendum proceeds. This project has been planned and is on the list for updates in Summer 2021.