



## FACILITIES MANAGEMENT

Independent School District No. 709

*Located at 730 East Central Entrance*

*Mailing Address: 215 North 1st Avenue East  
Duluth, Minnesota 55802*

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# Memorandum

**To:** Bill Hanson  
School Board Members

**From:** Kerry M. Leider

**Date:** April 5, 2012

**Re:** Quote #4110 – 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, 2012 through June 30, 2013 with the option to extend two (2) additional years. Superior Glass, Inc., 823 Belknap Street, Superior, WI submitted the low hourly rate quote with an estimated value of \$20,301.00 based on 300 estimated hours at a regular hourly rate of \$67.67.

It is recommended the Duluth School Board approve the contract with Superior Glass, Inc. to provide hourly glass replacement services, based on their low hourly rate quote submitted pursuant to Quote #4110 – District-wide Glass Replacement Services.

It is further recommended the Duluth School Board approve the two (2) additional contract extension options through June 30, 2015, 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