



# Canutillo Independent School District

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## Jennifer Matthews

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*Facilities and Transportation Division*

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**Date:** November 6, 2012

**To:** Canutillo ISD Board of Trustees

**From:** Jennifer Matthews

**Subject:** Contract Award to Parkhill, Smith and Cooper:  
Commissioning for the PK-8 Project

**Description:** The commissioning processes establishes a performance expectation at the beginning of a project, ensures certain provisions are in place during the planning and construction, and follows through at the end, to ensure that the original expectations of building performance have been met.

**Vendor name:** Parkhill, Smith and Cooper

**Funding source:** Bond Account No. 691.81.6629.11.106.X.99

**Contract Amount:** \$91,000.00  
(Fundamental Commissioning, \$56,000.00,  
and Measurement and Verification, \$35,000.00)

**Procurement:** Request For Qualifications (RFQ)

**Signature:** Jennifer H. Matthews  
Executive Director of Facilities and Transportation

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