

LIVONIA PUBLIC SCHOOLS

Operations Department

Memorandum

TO: Andrea Oquist, Superintendent of Schools

FROM: Phillip Francis, Director of Operations

DATE: November 1, 2016

SUBJECT: Purchase Recommendation for Replacement Windows - Sinking Fund

As you know, the windows at the Central Office Complex are more than 50 years old. We have put out for bid 69 replacement windows, and we discussed those bids at the Study Session of July 25, 2016. I would like to discuss the purchase of these replacement windows with the Committee of the Whole on Monday, November 7, 2016.

Harry Lau, Administrator of Facilities and Operations, is recommending the purchase of these 69 windows from Butcher & Butcher, Rochester Hills, Michigan for a total cost of \$109,300.00.

This purchase would be supported through the District's Sinking Fund. I have attached a memo from Mr. Lau with additional information. Please feel free to contact me if you have any questions.

pmf

Attachments

c: Board of Education