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**PURCHASING OFFICE**

**INTER-DEPARTMENTAL MEMO**

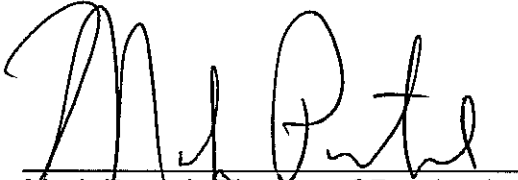
TO: Mike Ball  
DATE: April 8, 2008  
SUBJECT: Entry Canopy Addition for Southwood Valley Elementary

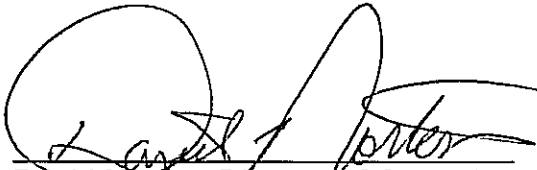
Request for Competitive Sealed Proposals for an Entry Canopy Addition at Southwood Valley Elementary were advertised March 16, 2008 and March 23, 2008. One contractor responded to the proposal which opened April 8, 2008. The responsive proposer was:

<u>Proposer</u>	<u>Proposal Price</u>
AVAddek	\$54,817.00

An evaluation committee consisting of Mark Pantel, Director of Purchasing, David Norton, Director of Operations and Ken Hutchins, VLK Architects evaluated and scored the proposal.

AVAddek meets all specifications of the Request for Competitive Sealed Proposal and it is the recommendation of the committee to award the proposal for the entry canopy addition at Southwood Valley Elementary to AVAddek for \$54,817.00. The project will be substantially complete and ready for use by August 8, 2008.

  
Mark Pantel, Director of Purchasing

  
David Norton, Director of Operations