M E M O R A N D U M

**TO: Dr. Randy Poe, Superintendent**

**Mr. Matt McIntire, Chairperson**

 **Board Members**

**FROM: Jehan Ghouse, Purchasing Administrator**

**DATE: March 26, 2020**

**RE: Carpet Replacement at Yealey Elementary, Conner High and Goodridge Elementary Schools**

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**A Request for Bid was issued on March 5, 2020 for the replacement of carpeting at Yearly Elementary, Conner High, and Goodridge Elementary schools. Three vendors responded. Bids were opened via Video Conference with Dan Razor, Director of Facility Management and myself present. No vendors participated. Following are the bids, as received.**



**Based on the tabulation above, United Commercial Floors or Cincinnati, Ohio is the most competitive.**

**Together with the concurrence of the Director of Facility Management, I recommend awarding the bid to United Commercial Floors, as presented.**