

**Contact:**

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TO: Board of Directors

FROM: Ruth Floyd, Executive Director of Business Services

SUBJECT: Authorization to Rebid - Port Susan Middle School Fire Alarm System

DATE: July 2, 2024

TYPE: Action Required

At the January 16, 2024 Board of Directors' meeting, authorization to call for bids for the Fire Alarm System at Port Susan Middle School was approved using Capital Projects Fund resources. The District received only one bid, and the vendor could not commit to finishing the project prior to school starting in the fall. This work must be done during the summer months to avoid disruption to the school year. As a result, we recommend that this project be rebid to look for additional vendors.

Staff will continue to research vendors using the small works roster and through cooperative agreements such as Washington State Department of Enterprise Systems. If direct purchase through these avenues are not feasible, and if the project cannot be completed timely, the district will formally rebid the project in November 2024 for completion in summer of 2025.

Bidding in November allows vendors to commit to work completion during the summer months.

Recommendation: It is recommended that the Board authorize the District to research small works options for the Port Susan Fire Alarm System project or rebid the project in November 2024.

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and is prepared for the future of their choice

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