

Office of Superintendent of Schools  
Board Meeting of May 19, 2004

May 5, 2004

Business Operations  
J.E. Surash, P.E., Chief Business Officer

**SUBJECT: COMMISSIONING OF HVAC TEST & BALANCE CONSULTING  
FIRM(S) FOR A FOUR (4) YEAR TERM TO PROVIDE HVAC TEST  
& BALANCE SERVICES**

**COMMITTEE: FACILITIES MANAGEMENT**

Negotiations with HVAC Test & Balance firm(s), for a four (4) year term, are anticipated to be completed by May 14, 2004.

A recommendation will be prepared by staff for the Board's review and approval, prior to the Board meeting of May 19, 2004.

NAD:LG:lg