

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

**SUBJECT:            COMMISSIONING OF ZYSCOVICH, INC., AS DESIGN CRITERIA  
PROFESSIONAL (DCP) FOR THE PROTOTYPE ADDITION  
PROJECTS AT OJUS ELEMENTARY AND KINLOCH PARK  
ELEMENTARY SCHOOLS  
PROJECTS NO. A0821 AND A0104**

**COMMITTEE:        FACILITIES MANAGEMENT**

Negotiations with the firm of Zyscovich, Inc., to provide Design Criteria Professional (DCP) services for the prototype addition projects at Ojus Elementary and Kinloch Park Elementary Schools are scheduled to be completed by November 25, 2003.

A recommendation will be prepared by staff for the Board's review and approval, prior to the Board meeting of December 10, 2003.

AD:rg