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December 14, 2017

Pete Norgaard
Van Pelt Construction Services

Re: Davison Middle School: Existing ductwork removal and replacement
280 Woodland Avenue
San Rafael, California 94901

Pete,

We propose to remove the existing duct supports and ductwork located on the north and east side of the existing air handler that serves the administration building. The duct needs to be removed in order to facilitate the removal of the existing roofing material and the installation of the new roof membrane.

Once the existing ductwork is disconnected and removed, the ends will be sealed to prevent dirt and moisture from getting inside the ductwork. The ductwork that penetrates into the building and will remain will have the temporary covers installed over the openings. The removed ductwork will be stored on the existing roof on top of a protective roof covering. All work is priced out to be done during normal business hours.

We will reconnect temporary ducts so that the administration area will have conditioned air during the roof replacement at the air handler.

Upon completion of the new roof installation, the existing ductwork will be reinstalled, sealed watertight, and the existing duct supports reinstalled and fastened per the existing installation.

Price: \$ 13,840.00

Excludes: Bonds, roofing, temporary heating, cooling and ventilation, duct cleaning, and any labor hours performed at premium pay periods (overtime or weekends).

Please let me know if there are any questions regarding the proposed scope of work.

Regards,

A handwritten signature in black ink that reads 'Timothy N. Trahan'. The signature is written in a cursive style.

Timothy N. Trahan