



November 13, 2018

Cir Group
ATTENTION: Dan Patrus
3120 E. Oakley Park Rd.
Commerce, MI 48390

Dear Dan,

We are pleased to inform you that your company was approved for the Carpentry-General and Painting contracts. Oakland Schools' staff is looking forward to working with your firm on future projects.

Prior to the commencement of work, the following information and documents must be provided to Oakland Schools Office of Procurement and Contracting:

1. An insurance certificate with said limits as stated in the IFB under Section III, General Contractual Terms and Conditions, item #13 on page 8.
2. Fingerprinting – required if contract is subject to school safety requirements; depends on location of work.

Thank you in advance and should you have any questions, please feel free to call Anna Marie Hollander, Purchasing Manager at 248-209-2087.

Respectfully,

Angela Gomez
Buyer, Office of Procurement and Contracting
Oakland Schools

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