



EVERY STUDENT. EVERY DAY.

February 19, 2024

Kropf Mechanical Service  
Attn: James Lee  
33792 Capitol  
Livonia, MI 48150

Dear James Lee,

Oakland Schools Hourly Trades IFB #24.0004 has been awarded. We are pleased to inform you that your company was awarded the Hourly Trades HVAC contract. The term of the contract begins January 1, 2024, through June 30, 2027. Oakland Schools' staff is looking forward to working with your firm on this project.

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.

Thank you in advance and should you have any questions, please feel free to call me at 248-209-2258.

Sincerely,

*Stacie Payton*

Stacie Payton

Buyer

Oakland Schools

Office of Procurement and Contracting

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