



**Support Services**  
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March 31, 2020

Superintendent Martin W. Bates  
Granite School District  
2500 South State Street  
Salt Lake City, Utah 84115

Dear Dr. Bates,

Over the past few years, the Board of Education has directed that, "if a specific purchase needs to be made to meet established and approved deadlines for construction/repair projects, emergency replacement/repair, and/or to provide for normal uninterrupted operation of the school, such purchases should be made and a ratification vote sought" at the next scheduled Board of Education meeting.

As you are aware, we are currently involved in several upcoming capital construction/repair projects and are in the process of bidding projects, ordering equipment, and making repairs for the next school year. Since board meetings are held only once a month, we are requesting that the Board of Education again vote to support this practice. If there are purchases that are not routine and/or new construction projects that are not approved in the budget or as a part of the long-range facility master plan, board members will receive information before the purchase/contract proceeds. Barring any unanswered concerns, purchases would then move forward and a ratification vote will take place at the next scheduled board meeting.

Please place this item on the consent agenda for the April 7, 2020 Board of Education Meeting.

Respectfully,

A handwritten signature in blue ink, appearing to read "Donald Adams".

Donald Adams,  
Assistant Superintendent, Support Services

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