



SCHOOL DISTRICT OF OKALOOSA COUNTY
TECHNICAL ASSISTANCE MEMORANDUM
FINANCE

FINANCE TAM: 2001- 005
CONTACT: Steve Bolton,
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Buyer
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TO: All Schools and Departments
FROM: Patricia Wascom, Chief Financial Officer
DATE: 4/6/01
SUBJECT: Summer Projects and Improvements

Patricia Wascom

As you begin to plan and prioritize your school's maintenance and improvement projects, keep in mind that the buyers are available for quotes. The quotes are good for a minimum of 30 days, unless otherwise specified. Projects such as painting, fencing, air conditioning, duct work, sprinkler systems, insulation, replacement of ceiling tile, overhead coverings, school furniture, automation equipment, playground equipment, etc.

All essential work projects that must be completed prior to the new school year can be quoted prior to the availability of 2002 funds and then executed upon the availability of funds. Due to the shortened summer, having the buyers quote your projects ahead of time will assist you in meeting your goals.

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