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Dr. Edwin M. Quezada
Superintendent of Schools

Dr. Andrea Coddett
Deputy Superintendent of Schools

John P. Carr, P.E.
Executive Director
School Facilities Management

DATE: March 26, 2019

TO: Edwin M. Quezada

FROM: John P. Carr

**RE: REQUEST FOR EMERGENCY DECLARATION
Riverside High School Commissary Oven**

On or about March 25 it was determined that the commissary oven at Riverside High School had failed to the point of being irreparable. This is to request that the Facilities Department proceed its replacement.

This is a commissary kitchen that serves hot lunches to five schools. Cold lunches will be served until such time as the oven can be replaced.

The cost to furnish and install the new oven, remove and dispose of the old and complete all work is to be completed as soon as is possible at a cost expected not to exceed \$19,000.00.

Please indicate your approval/disapproval of this Emergency Declaration by signing below:

APPROVED:

Dr. Edwin M. Quezada, Superintendent of Schools

DENIED:

Dr. Edwin M. Quezada, Superintendent of Schools

JPC/jc

cc: Dr. A. Coddett, J. Liszewski, E. Janocha, Dr. F. Arias, C. Tafe, T. Collich, C. Dimaggio,