

# REQUEST FOR BOARD ACTION / CONTRACT CONTROL FORM

**Tracking Number:** 8.

**Date of Request:** October 24, 2007

**Date Request Received:** October 24, 2007

**Board Meeting Date Requested:** November 5, 2007

**Board Meeting Date Assigned:** November 5, 2007

**Short Title:** Resolution Authorizing Purchase Orders For School Construction Project Pursuant To 2005 School Bond Issue: West Pender Middle School: Carolina Window Coverings: \$9,970.

**Request Status:**  
 Request is proceeding to Board of Commissioners  
 More information is needed – see attached  
 Request on hold – no further information needed  
 Other:

**Background:** On May 3, 2005, the voters of Pender County approved the Issuance of General Obligation School Bonds in the Maximum Amount of \$51,475,000 for construction of a new Topsail High School and major renovations to other existing schools, as well as \$4,400,000 for construction of Performing Arts centers at both Topsail High School and C. Heide Trask High School. The County and the Schools have entered into appropriate agreements to permit the County to pay the bills associated with this construction in order to recapture the sales taxes paid, and realize a substantial savings.

West Pender Middle School was initially allocated \$876,500 from the Bond, which was subsequently reduced to \$500,000. The Schools have accepted a proposal from Carolina Window Coverings (of Hampstead, NC) to install new window blinds at the school.

**Specific Action Requested:** The Board of Commissioners is requested to approve a Purchase Order to Carolina Window Coverings in the amount of \$9,970 for installation of window blinds at West Pender Middle School.

**Requested by:** Melinda Knoerzer  
**Department:** Pender Utilities  
**Title:** Administrative Assistant  
**Contact Phone:** 910.259.1521  
**Contact Fax:** 910.259.1579

*(Administrative Use Only)*

## CONTRACT TYPE

Renewal  
 For Service(s)  
 Intergovernmental – County as Grantee  
 County as Grantor

Revision  
 For Equipment  
 Federal Grantor  
 State Grantor  
 Grant or  
 County Funds  
 Other Funds:

**PURCHASING** Budgeted Item:  Yes  No  
Date Rec'd:  Reviewed and Approved  
 Comments on Reverse

Date Sent: \_\_\_\_\_  
Signed: \_\_\_\_\_

**ATTORNEY**  Reviewed and Approved  
Date Rec'd:  Legal Problem(s)  
 Comments on Reverse

Date Sent: \_\_\_\_\_  
Signed: \_\_\_\_\_

**FINANCE** Sufficient Funds  Available  
Date Rec'd:  Not Available  
 Budget Amendment Necessary  
 Budgeted Amendment is Attached  
 Comments on Reverse

Date Sent: \_\_\_\_\_  
Signed: \_\_\_\_\_

**CLERK** Signature(s) Required:  
 Board Chairman/County Manager  
 Other:

Date Rec'd Approved by Board:  Yes  No  
At meeting on



RECEIVED  
OCT 16 2007  
PENDER FINANCE

County



www.carolinawindowcoverings.com



Family Owned & Operated  
Serving the Carolinas since 1992

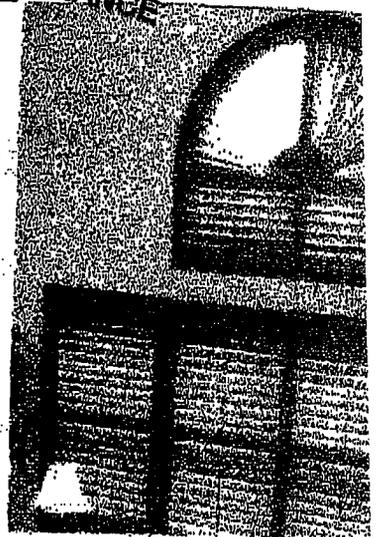
BLINDS • SHADES • SHUTTERS

Top Quality Custom Sized Window Coverings

FREE ESTIMATES • FREE INSTALLATION

Tony & Marsha Goodwin, Owners  
101 Robin Court  
Hampstead, NC 28443

Wilmington (910) 313-0575  
Hampstead (910) 329-1071  
Jacksonville (910) 346-0622



FAX COVER SHEET

ATTN: RICK DATE: 9-30-07  
TO: RICK - WEST PENDER MIDDLE SCHOOL  
FAX: 259-0132 PHONE: 470-9986  
FROM: Tony Goodwin

Number of pages including cover sheet: 1

SPECIAL NOTES: Hey Rick, THIS IS THE  
QUOTE FOR PRESTIGE 1" 89 MINI BLINDS  
WITH BOX BRACKET SYSTEM.  
132 BLINDS INSTALLED

9970.00

+ TAX

IF YOU HAVE ANY QUESTIONS PLEASE LET  
US KNOW.

THANKS, Tony & Marsha  
Goodwin

warrantee & the best - Anne -