



# *Lewiston-Porter Central School District*

*Human Resources Department*

## Memorandum

NA-4

Date: July 8, 2019  
To: Paul Casseri  
From: Patricia Grupka  
Subject: Approval of Daikin Preventive Maintenance Agreement

This memo serves as a request for the approval the agreement for Daikin preventive maintenance for equipment (Chiller, tower and pump) for the 2019-2020 school year, upon the recommendation of the Assistant Superintendent for Administrative Services.