



August 29, 2023

BMCA, Inc dba Air Duct Services  
100 Messina Drive Ste 101  
Braintree, MA 02184  
Attn: Kenneth Schaefer

Dear Mr. Schaefer:

This letter is to inform you of your award for Bid # 24082834, Ventilation Exhaust and Degreasing, for the period of September 1, 2023 – August 31, 2025. At this time, we request that you provide us with a certificate of liability.

Please feel free to contact me or someone from the Donovan Dining Center with any questions you may have.

Mike Loudis  
Purchasing Coordinator

cc: D. Faiola  
A. Patrie  
D. Ginolfi  
W. Jasionowski  
J. Cimorelli