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Watershed Management  
1580 Roadhaven Drive  
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**Reginald Wells, Director**

Chief Executive Officer  
Lorraine Cochran-Johnson

Board of Commissioners

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District 7  
LaDena Bolton

## MEMORANDUM

**TO:** Michelle Butler, Chief Procurement Officer

**FROM:** Reginald Wells, Director, Department of Watershed Management

Reginald Wells  
Digitally signed by  
Reginald Wells  
Date: 2025.08.20  
16:01:00 -04'00'

**DATE:** August 18, 2025

**SUBJECT:** ITB No. 24-101671 Electric Switchgear Inspection and Repair  
(Rescind Award for TRC Engineers Inc)

The Department of Watershed Management (DWM) is requesting that funds awarded to TRC Engineers Inc be rescinded and awarded to Brown Electrical Services. All bids were approved by the BOC however, TRC Engineers Inc have been unavailable to provide an official copy of its business license as stipulated in the solicitation.