



Oak Park Elementary School District 97

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TO: Dr. Albert G. Roberts, Superintendent of Schools

FROM: Therese M. O'Neill, Asst. Supt. for Finance & Operations

SUBJECT: Classroom Furniture Bid

DATE: April 24, 2012

The presentation of this bid this evening is the culmination of approximately 18-months of "behind-the-scenes" work. Lowery McDonnell conducted a walk-through of all our elementary schools in December 2010 to assess the age and quality of all classroom furniture (both student and teacher), by school and grade level, and prepared the attached analysis, which became the blueprint for dollars contained in our referendum vision.

With the commencement of this school year, the eight elementary principals and I worked to create two classroom standards – one for Kindergarten, First & Second Grade classrooms and, the second for Third, Fourth & Fifth Grade classrooms. Once that was completed, each principal took a grade level and met with the respective grade level teachers to derive their input to these standards. Then we came back together, as a group, and finalized these standards in order to create the bid document. These standards are also attached.

Recognizing that Beye School would have all of its furniture replaced, the representative from Lowery McDonnell walked the entire building with the principals and verified all quantities included in the bid document.

To insure transparency and access to this bid process, as well as recognizing that several furniture vendors had requested meetings with me over the course of these past two years, I included in the bid document a provision for submitting "equal to" alternates to any piece of furniture included in the bid and set aside the afternoon of Thursday, April 5 from 1:00-4:00 p.m. to review same. Two principals volunteered to assist me in this assessment and represented their six other colleagues. As a result, alternates for student chairs, teacher desk and teacher desk lectern were accepted.

A legal notice was published in the March 29, 2012 **Oak Leaves** (see attached) and on April 12, 2012, two bids were received (see attached bid summary). Several other furniture vendors chose not to bid, one specifically citing inability to get samples to us by the prescribed date, even though a full week of time was afforded.

When the "equal to" assessment was conducted on April 5, 2012, it became apparent that the student chair principals selected as the standard had not been included in the base bid document. As indicated above, we allowed an alternate to be taken.

You will note that the pre-bid estimate of furniture at Beye School totaled \$209,200. The base bid, without the alternate student chair, totals \$200,940.95 which includes \$8,070 of furniture for other buildings (to be bid in years 2 and 3), thus bringing the total for Beye down to \$192,870.95 (\$200,940.95 - \$8,070.00). The bid, with the inclusion of the alternate student chairs is \$213,075.85 and, once that \$8,070 is deducted, the Beye School cost is \$205,005.95 which is under the pre-bid estimate of \$209,200.

Secondly, you will note a \$10,000 allowance which covers:

1. Relocating existing classroom furniture to a central location within the school.
2. Working with school staff to determine which furniture is to be disposed of, donated or relocated to other schools in the district.
3. Executing the final furniture removal/relocation plan in an orderly fashion.

Further, the bid document reads: "The Owner will require detailed itemization and back up of all pre-approved costs incurred in the execution of this work. Daily work tickets indicating manpower levels, hours worked and prevailing wage rate are to be signed by the Owner and submitted with pay applications against the allowance. Any unused allowance will be returned to the Owner in the form of a deduct Change Order to the contract amount." Given the scope of this work and the demand for our Buildings & Grounds staff to be available for summer cleaning, this methodology was determined to be prudent.

There were two other alternates which we are not recommending given the cost implications to the overall bid. You will find attached three spreadsheets:

1. The Base Bid comparison
2. The Base Bid with the inclusion of the alternate student chair.
3. The Base Bid with the inclusion of all alternates (student chairs, teacher desk and teacher desk lectern).

I am recommending award of the classroom furniture bid to Lowery McDonnell in the total bid amount, inclusive of the alternate for student chairs, of \$223,075.85 (\$205,005.85 + \$8,070.00 + \$10,000.00). This will return to the Board for formal approval at its May 8, 2012 meeting with an order placed the following day to insure delivery and installation by July 31, 2012.



Lowery McDonnell Company

255 Mittel Drive
Wood Dale, IL 60191
(630) 227-1000
Fax: (630) 227-1010
www.lowerymcdonnell.com

**Oak Park School District 97
District Furniture Assessment
Furniture Condition by School**

Category	A	C	F	Library Condition
Beye	4%	5%	91%	C
Hatch	10%	23%	67%	F
Lincoln	14%	27%	59%	A
Mann	15%	31%	54%	F
Holmes	14%	48%	38%	C
Whittier	27%	24%	49%	A
Longfellow	41%	18%	41%	A
Irving	15%	35%	50%	C
Brooks	80%	14%	6%	A
Julian	81%	5%	14%	A



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**Oak Park School District 97
District Furniture Assessment
Three Year Replacement Plan**

School	Estimated Replacement Budget		
	2012	2013	2014
Beye Elementary	\$209,200	\$0	\$72,000
Hatch Elementary	\$65,000	\$116,400	\$44,700
Holmes Elementary	\$0	\$138,800	\$171,100
Irving Elementary	\$0	\$154,100	\$146,000
Lincoln Elementary	\$0	\$132,100	\$101,100
Longfellow Elementary	\$0	\$112,700	\$87,200
Mann Elementary	\$65,000	\$138,100	\$65,900
Whittier Elementary	\$0	\$92,200	\$46,600
Yearly Total	\$339,200	\$884,400	\$734,600
Three Year Total	\$1,958,200		
Proposed District Furniture Replacement Plan			
2012: Beye Elementary 100% (no LRC), and LRC's at Hatch and Mann			
2013: "F" Furniture only at remaining elementary schools			
2014: "C" Furniture at remaining elementary schools and LRC's at Beye, Holmes and Irving			



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Oak Park S.D. 97 Furniture Replacement Program

Final Standardized Classroom Furniture List Based on Principal Input Meeting 2/24/2012

Third, Fourth and Fifth Grade Classrooms

- Octagon Shape Collaborative Student Desks with ABS Book Box
- Ergonomic Student Chairs (3rd @ 16"H, 4th & 5th @ 18"H)
- Mobile, Single Pedestal Teacher Desk
- Teacher Chair
- Mobile Vertical File
- Mobile Teacher Podium
- Mobile Teacher Storage Cabinet
- Mobile Student Bin Storage Cabinet(s) – 6"D Bins
- Non-mobile 48"H Single Face Bookcases (2 per room)
- Student Activity Tables – One each: Kidney, 48"Round, Rectangle
- Student Mailbox Center

Kindergarten, First and Second Grade Classrooms

- Student Rectangle Tables (No Bins or Book Baskets)
- Ergonomic Student Chairs (K & 1st @ 14"H, 2nd @ 16"H)
- Mobile Single Pedestal Teacher Desk
- Teacher Chair
- Mobile Vertical File
- Mobile Teacher Podium, all grades
- Mobile Marker Board – "Weasel"
- Mobile Teacher Storage Cabinet(s)
- Mobile Student Bin Storage Cabinet(s)
- Non-mobile 48"H Single Face Bookcases (2 per room)
- Additional Activity Tables, One Each: Kidney, 48" Round, Rectangle
- Student Mailbox Center
- Learning Carpets
- Rocking Chair

FURNITURE BID ANALYSIS

April 12, 2012

Base Bid

Item	Quantity	Harrison & Company Unit	Extension	Lowery McDonnell & Company Unit	Extension
BC-1 3-Shelf 48" Bookcases	48	N/B	N/B	\$284.00	\$13,632.00
CH-1 Student Chair - 14"	222	\$32.74	\$7,268.28	\$28.50	\$6,327.00
CH-2 Student Chair - 16"	255	\$35.37	\$9,019.35	\$29.30	\$7,471.50
CH-3 Student Chair - 18"	289	\$38.54	\$11,138.06	\$31.10	\$8,987.90
Ch-4 Teacher Chair	27	N/B	N/B	\$195.00	\$5,265.00
CH-5 - Teaching Rocking Chair	11	\$286.02	\$3,146.22	\$249.00	\$2,739.00
Ch-6 - Fixed Height Stool	28	N/B	N/B	\$36.50	\$1,022.00
DE-1 Student Desk with ABS Book Box	268	N/B	N/B	\$115.80	\$31,034.40
DE-2 Mobile Teacher Desk	24	N/B	N/B	\$747.00	\$17,928.00
FC-1 Mobile Teacher File with Top Cap	54	N/B	N/B	\$269.00	\$14,526.00
MS-1 Student Mailbox, 24 slot	24	\$259.55	\$6,229.20	\$237.60	\$5,702.40
MS-2 Mobile Teacher Lectern	24	N/B	N/B	\$494.00	\$11,856.00
MS-3 Learning Carpet	11	\$243.42	\$2,677.62	\$277.00	\$3,047.00
ST-1 Student Bin Storage Cabinets, Mobile	44	\$900.66	\$39,629.04	\$749.50	\$32,978.00
ST-2 Teacher Storage Cabinets, Mobile	22	\$1,084.43	\$23,857.46	\$885.00	\$19,470.00
TA-1 Activity Table, Round	23	\$110.26	\$2,535.98	\$112.25	\$2,581.75

FURNITURE BID ANALYSIS

April 12, 2012

Base Bid

TA-2 Activity Table, Kidney	23	\$153.03	\$3,519.69	\$141.00	\$3,243.00
TA-3 Activity Table, Rectangular	72	\$109.74	\$7,901.28	\$118.00	\$8,496.00
TA-4 Art Table with Butcherblock Top	7	\$641.80	\$4,492.60	\$649.00	\$4,543.00
Sub-Total			\$121,414.78		\$200,849.95
Allowance			\$10,000.00		\$10,000.00
Grand Total - Base Bid			\$131,414.78		\$210,849.95
Total of items both vendors bid on			\$121,414.78		\$105,586.55
Bid called for 74 but in fact we only need 54					
N/B means No Bid					

FURNITURE BID ANALYSIS

April 12, 2012

Base Bid with Alternate Chair

Item	Quantity	Harrison & Company Unit	Extension	Lowery McDonnell & Company Unit	Extension
BC-1 3-Shelf 48" Bookcases	48	N/B	N/B	\$284.00	\$13,632.00
CH-1 Student Chair - 14"	222	\$69.14	\$15,349.08	\$44.15	\$9,801.30
CH-2 Student Chair - 16"	255	\$66.15	\$16,868.25	\$45.60	\$11,628.00
CH-3 Student Chair - 18"	289	\$71.62	\$20,698.18	\$47.00	\$13,583.00
Ch-4 Teacher Chair	27	N/B	N/B	\$195.00	\$5,265.00
CH-5 - Teaching Rocking Chair	11	\$286.02	\$3,146.22	\$249.00	\$2,739.00
Ch-6 - Fixed Height Stool	28	N/B	N/B	\$36.50	\$1,022.00
DE-1 Student Desk with ABS Book Box	268	N/B	N/B	\$115.80	\$31,034.40
DE-2 Mobile Teacher Desk	24	N/B	N/B	\$747.00	\$17,928.00
FC-1 Mobile Teacher File with Top Cap	54	N/B	N/B	\$269.00	\$14,526.00
MS-1 Student Mailbox, 24 slot	24	\$259.55	\$6,229.20	\$237.60	\$5,702.40
MS-2 Mobile Teacher Lectern	24	N/B	N/B	\$494.00	\$11,856.00
MS-3 Learning Carpet	11	\$243.42	\$2,677.62	\$277.00	\$3,047.00
ST-1 Student Bin Storage Cabinets, Mobile	44	\$900.66	\$39,629.04	\$749.50	\$32,978.00
ST-2 Teacher Storage Cabinets, Mobile	22	\$1,084.43	\$23,857.46	\$885.00	\$19,470.00
TA-1 Activity Table, Round	23	\$110.26	\$2,535.98	\$112.25	\$2,581.75

FURNITURE BID ANALYSIS

April 12, 2012

Base Bid with Alternate Chair

TA-2 Activity Table, Kidney	23	\$153.03	\$3,519.69	\$141.00	\$3,243.00
TA-3 Activity Table, Rectangular	72	\$109.74	\$7,901.28	\$118.00	\$8,496.00
TA-4 Art Table with Butcherblock Top	7	\$641.80	\$4,492.60	\$649.00	\$4,543.00
Sub-Total			\$146,904.60		\$213,075.85
Allowance			\$10,000.00		\$10,000.00
Grand Total - Base Bid			\$156,904.60		\$223,075.85
Total of Items both vendors bid on			\$146,904.60		\$117,812.45
Bid called for 74 but in fact we only need 54					
N/B means No Bid					

FURNITURE BID ANALYSIS

April 12, 2012

Base Bid plus Alternate Chair, Teacher Desk Lectern

Item	Quantity	Harrison & Company Unit	Harrison & Company Extension	Lowery McDonnell & Company Unit	Lowery McDonnell & Company Extension
BC-1 3-Shelf 48" Bookcases	48	N/B	N/B	\$284.00	\$13,632.00
CH-1 Student Chair - 14"	222	\$69.14	\$15,349.08	\$44.15	\$9,801.30
CH-2 Student Chair - 16"	255	\$66.65	\$16,995.75	\$45.60	\$11,628.00
CH-3 Student Chair - 18"	289	\$71.62	\$20,698.18	\$47.00	\$13,583.00
Ch-4 Teacher Chair	27	N/B	N/B	\$195.00	\$5,265.00
CH-5 - Teaching Rocking Chair	11	\$286.02	\$3,146.22	\$249.00	\$2,739.00
Ch-6 - Fixed Height Stool	28	N/B	N/B	\$36.50	\$1,022.00
DE-1 Student Desk with ABS Book Box	268	N/B	N/B	\$115.80	\$31,034.40
DE-2 Mobile Teacher Desk	24	N/B	N/B	\$883.00	\$21,192.00
FC-1 Mobile Teacher File with Top Cap	54	N/B	N/B	\$418.00	\$22,572.00
MS-1 Student Mailbox, 24 slot	24	\$259.55	\$6,229.20	\$237.60	\$5,702.40
MS-2 Mobile Teacher Lectern	24	N/B	N/B	\$643.00	\$15,432.00
MS-3 Learning Carpet	11	\$243.42	\$2,677.62	\$277.00	\$3,047.00
ST-1 Student Bin Storage Cabinets, Mobile	44	\$900.66	\$39,629.04	\$749.50	\$32,978.00
ST-2 Teacher Storage Cabinets, Mobile	22	\$1,084.43	\$23,857.46	\$885.00	\$19,470.00
TA-1 Activity Table, Round	23	\$110.26	\$2,535.98	\$112.25	\$2,581.75

FURNITURE BID ANALYSIS

April 12, 2012

Base Bid plus Alternate Chair, Teacher Desk Lectern

TA-2 Activity Table, Kidney	23	\$153.03	\$3,519.69	\$141.00	\$3,243.00
TA-3 Activity Table, Rectangular	72	\$109.74	\$7,901.28	\$118.00	\$8,496.00
TA-4 Art Table with Butcherblock Top	7	\$641.80	\$4,492.60	\$649.00	\$4,543.00
Sub-Total			\$147,032.10		\$227,961.85
Allowance			\$10,000.00		\$10,000.00
Grand Total - Base Bid			\$157,032.10		\$237,961.85
Total of Items both vendors bid on			\$147,032.10		\$117,812.45
Bid called for 74 but in fact we only need 54					
N/B means No Bid					

LEGAL NOTICE

Invitation to Bid – Classroom Furniture

Oak Park Elementary School District 97 will receive sealed bids at the District's Administrative Offices – 970 West Madison Street – Oak Park, IL (60302) until 1:00 p.m. on Thursday, April 12, 2012.

Specifications may be obtained from Therese M. O'Neill, Assistant Superintendent for Finance & Operations – Administration Building – 970 West Madison Street – Oak Park, IL (60302) – toneill@op97.org, commencing Thursday, March 29, 2012.

Only those bids complying with the provisions and specifications of the bid will be considered. The opportunity to share “or equal alternates” to the specifications is scheduled for Thursday, April 5, 2012 from 1:00-4:00 p.m. (Board Room of the Administration Building). The Board of Education reserves the right to waive any informalities, qualifications or irregularities, and/or reject any and all proposals, when, in its opinion, such action will serve the best interest of the Board of Education of Oak Park Elementary School District 97.

Sheryl Marinier
Board Secretary



Oak Park Elementary School District 97

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CLASSROOM FURNITURE VENDORS

Nicole Bowling-Kevil
Sales Representative
Harrison & Company
2421 S. 25th Avenue
Broadview, IL 60155

Ron Werneth
Account Manager
School Specialty
4913 N. Newcastle Avenue
Chicago, IL 60656

Bea Singer
IL Regional Sales Representative
Hertz Furniture
95 McKee Drive
Mahwah, NJ 07430

J. Cicero
Frank Cooney Company
1226 N. Michael Drive
Suite C
Wood Dale, IL 60191

Dave Tatge, Vice President
Lowery McDonnell
255 Mittel Drive
Wood Dale, IL 60191