



Oak Park Elementary School District 97

260 Madison Oak Park Illinois 60302 ph: 708.524.3000 fax: 708.524.3019 www.op97.org

TO: Dr. Carol Kelley, Superintendent of Schools

FROM: Michael Arensdorff, Senior Director of Technology

SUBJECT: Holmes Addition/Renovation AV Bid

DATE: April 10, 2018

Names of presenters: Michael Arensdorff

Type of report: Audio Visual Bid Recommendation for Holmes renovation project

Report format: Informational report along with in-person report at the board table with first review of AV bid and seeking approval on May 8, 2018.

Preview of purpose and content of report: Below and the attached documents will provide an overview of the bid process, bid summary and recommendation for the audiovisual vendor to complete the work for the Holmes addition/renovation project.

Budgetary Impact: \$47,593 (less than the \$50,000 budgeted amount)

Data to be presented: April 10, 2018

District goals aligned with report: Goal Area 4 (Resource Stewardship)

As part of the planning process for the addition and renovations at Holmes Elementary School, District 97 staff have worked with its architects, STR Partners, STR Partners technical consultant (CS2), Bulley and Andrews and our district attorney to construct the audiovisual design plans and request for proposal (RFP). Through this process we have discussed classroom learning spaces, instructional practices, audio in learning spaces, lighting for learning spaces and visual displays.

From the design we released an RFP bid on Wednesday, March 14, which included the announcement being posted in the paper and bid packets disseminated via email to interested parties, including a list of vendors already compiled by the district. The bid packets were provided to 13 vendors. The bid window closed on Wednesday, March 28. At that time, Will Brackett and myself held a bid opening on March 28, at 4:00 PM. During the bid opening we had three vendors submit bids to complete the work for all AV needs defined in the RFP. Following the bid opening, District 97 staff reviewed all proposals. As the RFP was designed, we sought multiple options and size monitors,

which then required us to create multiple options for the proposals. From that we identified four different options that were provided and compared with like options for all three vendors. It was identified that option two would meet the project goals for the instructional learning space and budget. For this option it was identified that the low bidder was Midwest Computer Products and all items met the RFP requirements for the units decided upon for the different learning spaces. The second lowest bidder was CDWG that came in at \$48,544.42 and the third bidder was COTG who submitted a bid for \$61,892. Attached is the spreadsheet that provides all of the bidding options that each bidder provided.

Our district staff members have prior experience with all three bidders and believe all would be able to complete this project in a successful manner and cost was deciding factor in the recommendation.

[Attached is the spreadsheet](#) of the bid summary for all three vendors.