

RECOMMENDATION FOR: PURCHASE AND INSTALL OF DIGITAL SIGN AT EASTERN H.S.

SCOPE SUMMARY:

THE LANSING SCHOOL DISTRICT IS SEEKING TO PURCHASE A DIGITAL SIGN FOR EASTERN HIGH SCHOOL ACCORDING TO DISTRICT STANDARD

QUOTE SUMMARY:

Vendor	Address	Proposal Amount	Tri- County	Local Vendor	Minority Owned	Female Owned
Universal Sign, Inc	5001 Falcon View SE, Grand Rapids MI 49512	\$84,323.00	No	Yes	No	No

CONNECTION TO THE DISTRICT STRATEGIC PLAN: This purchase is in keeping with the Lansing School District's mission of upgrading facilities to be current and usable for the future.

COMMENTS:

The Operations Department had prior requested and received (3) quotes to purchase Digital Signs for the District, to replace those that are no longer functioning or technologically current. From these quotes Universal Sign, Inc was chosen as the District standard for future replacements and/or upgrades.

CONSIDERATION OF LOCAL, MINORITY, AND FEMALE OWNED VENDORS:

The District purchasing office reviews and approves of vetted vendors and cooperative contracts.

RECOMMENDATION(S):

Amount Spent During the Last Fiscal Year:

Based on the District's established standard, it is our recommendation that a purchase order be authorized to Universal Sign, Inc for a new Digital Sign at Eastern, for a total not to exceed \$84,323.00

\$290,606.00

All change orders exceeding \$50,000 must be approved by the Board of Education.

SOURCE OF FUNDS: 2025-2026 Capital Projects / General Fund

CONTACT PERSON(S): Ms. Kristina Sleight Chief Operating Officer 755-1016
Mr. Jon Laing Director-Procurement & Risk Mgmt 755-3026

<u>Finance Department Review</u>		
Reviewed by:	_ 1-fi_	Date: _11/6/25