



January 19, 2017

Mr. Phillip Francis
Director of Operations
Livonia Public Schools
15125 Farmington Road
Livonia, MI 48154

RE: Change Order Recommendation for Supplemental Secondary Student Desks & Chairs
Frost Middle School / Holmes Middle School / Franklin High School / LPS Warehouse

Dear Mr. Francis:

This letter transmits an update from Plante Moran Cresa (PMC) as it relates to the assignment to assist and advise Livonia Public Schools (LPS) in its selection of Classroom Furniture Vendors for the Projects listed above. This update represents the mutual efforts of PMC, LPS administration and staff, and the classroom furniture committee comprised of LPS administration, principals, and teaching staff (Furniture Team) to present a framework in order to identify, evaluate and recommend Vendors for this Project.

In June 2016, the Livonia Board of Education approved an initial purchase of 6,200 student desks to Staples Business Advantage and 6,600 student chairs to Interior Environments for distribution to various secondary buildings. This new student furniture arrived in August 2016 and has been implemented into the appropriate buildings. This furniture has been generally well received by staff and students alike.

Since the installation of this new student furniture, the remaining student furniture needs were reviewed within each secondary building. At this time, these schools have requested an additional 465 student desks and 660 student chairs. Of these quantities, 30 student desks and chairs will be allocated to LPS's warehouse to be used as needed within the district. In addition to these quantities, an additional 50 loose desktops are being requested to have on hand to be used on an as needed basis.

As a point of clarification, the contracts with Staples Business Advantage and Interior Environments have unit pricing for this furniture that is locked in for three (3) years. The cost for these additional desks and chairs are reflective of this pricing and would be reflected in a change order to their original contract as follows:

- Staples Business Advantage (Student Desks) of **\$43,688.65**
- Interior Environments (Student Chairs) of **\$32,023.20**

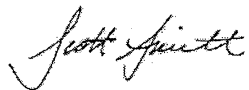
The Furniture Team is available at the Board's convenience to answer any questions regarding recommendations of this update. Please direct all questions through me via email.

Mr. Phillip Francis
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Sincerely,

PLANTE MORAN CRESA

A handwritten signature in cursive script, appearing to read "Scott Smith".

Scott Smith, LEED AP
Senior Consultant

Enclosures: Order Summary

Secondary Schools - Student Furniture Summary

School	Student Desks			Student Chairs		
	Original Quantity	Additional Quantity	Total Quantity	Original Quantity	Additional Quantity	Total Quantity
Emerson Middle School	675	0	675	805	0	805
Frost Middle School	590	25	615	720	70	790
Holmes Middle School	470	70	540	520	220	740
Churchill High School	1400	0	1400	1400	0	1400
Franklin High School	1140	340	1480	1140	340	1480
Stevenson High School	1750	0	1750	1840	0	1840
Career Technical Center (LCTC)	175	0	175	175	0	175
LPS Warehouse	0	30	30	175	30	205
	6200	465	6665	6775	660	7435

Added Quantity 465
 Contractual Unit Price \$ 88.94
 Total **\$ 41,357.10**

Added Quantity 660
 Contractual Unit Price \$ 48.52
 Total **\$ 32,023.20**

Additional Loose Desk Tops (x50) **\$ 2,331.55**

Change Order Total \$ 43,688.65	Total Changes \$ 32,023.20
<i>Staples Business Advantage</i>	<i>Interior Environments</i>