

# **LIVONIA PUBLIC SCHOOLS**

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Cindy Scott, Director of Elementary Programs and District Services

To: Andrea Oquist, Superintendent

From: Cindy Scott, Director of Elementary Programs and District Services

Date: January 15, 2019

Subject: Riley Upper Elementary Flexible Furniture Purchase

I am requesting that the flexible furniture plans created by Riley Upper Elementary School be placed on the agenda for the January 22, 2019 Committee of the Whole meeting.

This purchase is a Phase III item targeted for elementary furniture to supplement the student furniture previously purchased using 2013 Bond funds. Each elementary school received a base amount along with a per student allocation to be used specifically for the students.

Riley Upper Elementary formed a school committee, gathered input from staff, and worked with vendors to create a flexible furniture plan to enhance learning spaces for students and provide a variety of seating options. The Riley staff consulted with Interior Environments to develop and design a plan unique to Riley. Areas that will be impacted by this purchase include the collaboration station and community room.

We are proposing the purchase of specified furniture for Riley Upper Elementary, as detailed in the attached invoice, which totals \$58,945.94. This quote utilizes the National Intergovernmental Purchasing Alliance (IPA) discount program available to educational institutions and satisfies the District's bidding requirements.

Please contact me if you have questions.

Attachments