



PROSPECT HEIGHTS DISTRICT 23 FINANCE & BUILDING AND SITES COMMITTEES INFORMATION ITEM

Date: April 5, 2021

Title: Discussion of Board Allocation for Furniture and Plan for Expenditures

Contact: Amy McPartlin, Assistant Superintendent for Finance & Operations

BACKGROUND INFORMATION:

The FY21 Budgetary Guidelines discussed the need for a planned allocation of funds to address furniture replacement at each of the buildings. In order to accomplish that, the Per Pupil Allocation amount of \$188.00/student included an amount equal to 25% of the Cost Per Pupil (\$47/student) to be set aside in each building's 2020-21 budget, as a non-discretionary line item for furniture replacements. These non-discretionary funds total \$68,902. An additional allocation of \$50,000 was also requested as a non-discretionary expenditure for furniture, to be split across all buildings based on a per pupil amount.

Principals were allowed to utilize their building furniture budgets throughout the year. The \$50,000 Board allocation was released at the end of February and they have been working to determine their plans for year-end purchases.

CURRENT SCENARIO:

Final proposals have been included for the Committee's review. The total cost of these orders is \$77,680 and represents the full BOE allocation as well as remaining funds from the various building budgets (Furniture Expenditure line item). Pricing for the Smith Systems items is in accordance with the National Cooperative Purchasing Alliance (NCPA) Contract #NCPA07-44 KI Items have will be purchased through the Sourcewell Contract #121919-KII.

RECOMMENDED ACTION:

Pending approval from the Committee and Board approval in April, purchase orders will be issued for the attached orders, to be billed against the 2021 fiscal year.