

LIVONIA PUBLIC SCHOOLS

Cindy Scott, Director of Elementary Programs and District Services

To: Andrea Oquist, Superintendent

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

Date: February 11, 2019

Subject: Buchanan Flexible Furniture Purchase

I am requesting that the flexible furniture plans created by Buchanan Elementary School be placed on the agenda for the February 11, 2019 Committee of the Whole meeting. This is a follow up from the Study Session of December 3, 2018.

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

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

We are proposing the purchase of specified furniture for Buchanan Elementary, as detailed in the attached invoice which totals \$36,113.28. The attached quote utilizes the National Intergovernmental Purchasing Alliance (IPA) discount program available to educational institutions. This satisfies the District's bidding requirements.

Please contact me if you have questions.

Attachments