



March 30, 2017

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

RE: Contract Award Recommendation for Student Desks, Chairs, Tables, and Stools  
Elementary & Upper Elementary Schools

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 2016, the district went through a formal RFP process to solicit pricing for various furniture for the middle schools and high schools and contracts were awarded to Interior Environments and Staples Business Advantage for student desks and chairs. The RFP results included pricing for different types of classroom furniture in various configurations so that, when applicable, the district could utilize this pricing for future furniture orders. Pricing was to be held for a 3-year period.

Since that time, the elementary furniture committee has been meeting in order to finalize their needs and material selections. Recently, selections and quantities have been finalized and include chairs, desks, stand-up desks, tables (large and small), and stools. Bid unit pricing has been held for the student chairs and sitting desks and in the case of the stools, the district was able to secure a more attractive price over the bid pricing based on an increase in required quantities. For the stand-up desks and tables, the Furniture Team worked diligently with our existing vendors to review and price various samples of these items for consideration.

Upon completion of our discussions, and after subsequent clarifications and discussions, the Furniture Team is recommending the following change orders and new contract award:

**Interior Environments – Change Order in the amount of \$610,255.91**

- Student Chairs (ArtcoBell Alphabet Chair (Cantilever Style; 4-leg Kindergarten Only)
- Classroom Tables (KI Oxford Activity Table - 2'-6" x 6'-0" Standard Height - Adjustable)

**Staples Business Advantage – Change Order in the amount of \$544,256.75**

- Student Desks (Alumni Integrity Desk w/ Solid Book Box - Adjustable)
- Stand-up Student Desks (Alumni Integrity Desk customized for LPS)
- Classroom Tables (Alumni Creativity Table - 2'-0" x 3'-0" Low Height - Adjustable)

**Great Lakes Furniture Supply – New Contract Award in the amount of \$132,621.00**

- Stools (V/S Hokki Stools)

The pricing above is based on the quantity of furniture as provided by LPS Administration.

For Interior Environments and Staples Business Advantage, the costs for this work will be a change order to their existing contract. For Great Lakes Furniture Supply, the costs will be a new contract, a draft of which was included in the RFP, pending final review and approval of terms by district legal counsel.

Physical samples of each item are available for viewing at LPS Central Office.

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

Sincerely,

PLANTE MORAN CRESA



Scott Smith, LEED AP  
Senior Consultant

Enclosures: Change Order / Award Summary

# Elementary School Furniture Summary

School	Chairs				Sitting Desks	Stand-Up Desks	Tables		Stools		
	12" Tall (4-Leg)	14" Tall (Cantilever)	16" Tall (Cantilever)	18" Tall (Cantilever)	Adj. w/ Solid Steel Book Box	Adj. w/ No Book Box	Adj. 2' x 3' Table (Sit on Floor Height)	Adj. 2'-6" x 6' Table (Std. Height)	12" Height	15" Height	18" Height
Elementary Schools	1029	2273	2411	187	3197	167	313	479	249	960	42
Upper Elementary Schools	0	0	0	2124	1517	129	66	110	0	0	396
	1029	2273	2411	2311	4714	296	379	589	249	960	438

Unit Price	\$ 47.56	\$ 60.77	\$ 61.43	\$ 61.43	\$ 100.81	\$ 122.47	\$ 86.51	\$ 226.00	\$ 75.00	\$ 79.00	\$ 87.00
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Total Cost	\$ 48,939.24	\$ 138,130.21	\$ 148,107.73	\$ 141,964.73	\$ 475,218.34	\$ 36,251.12	\$ 32,787.29	\$ 133,114.00	\$ 18,675.00	\$ 75,840.00	\$38,106.00
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\$ 610,255.91	Change Order to Interior Environments
\$ 544,256.75	Change Order to Staples Business Advantage
\$ 132,621.00	New Contract Award to Great Lakes Furniture Supply
\$1,287,133.66	Total Recommendation