

# **Livonia Public Schools**

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## ***Business Services***

Date: June 9, 2016

To: Andrea Oquist, Superintendent

From: Steve Archibald, Assistant Superintendent for Secondary Programs and District Services  
Lisa Abbey, Assistant Superintendent of Business Services

Re: Bid Results for Classroom Furniture

As part of the 2013 bond issue, the school district would like to purchase classroom furniture. We would like to discuss the responses received from the Request for Proposals (RFP) for furniture at the next Building and Site Committee meeting on Monday, June 13, 2016.

The RFP for furniture was made available on April 27, 2016. Plante Moran Cresa, our Owner's Representative conducted a pre-bid meeting on May 4. The bid responses were due on May 12, 2016. The bid responses will be available in the Business Office conference room for any Board member that would like to look at the documents provided by the various firms. The bid tabulations and Plante Moran Cresa's recommendation is attached for your review.

As you know, we have a District Furniture Committee including Plante Moran Cresa has been working to develop specifications for student furniture K-12. There have been numerous sample furniture placements in various schools with input from teachers and students. This bid included specifications for two types of chairs and four types of student desks or alternatives. We also asked for sample desks and chairs in order to compare and analyze the furniture pieces.

At this time the secondary schools have made a selection for student desks and chairs, and are prepared to move forward with a recommendation. Each secondary school including the Career Center has reviewed their classroom needs at this time and determined what student desks needed to be replaced and which could remain in service. As a result, we are requesting approval to purchase 6,600 chairs and 6,200 desks.

For the secondary desk, we are recommending the purchase of the Alumni Integrity Desk with hard plastic top. This desk meets our specifications and there were two vendors that bid this specific desk. We are recommending the lowest priced responsible vendor, Staples Business Advantage at a cost of \$88.94 per desk and a total cost of \$556,428 including \$5,000 cost to remove and dispose of current desks.

For the secondary student chair we are recommending the original desk specified the Artcobell Alphabet chair with four legs. After careful and detailed consideration of all of the alternate chairs, we believe this chair meets our specifications and we recommend the purchase of this chair from Interior Environments at a per unit cost of \$48.52 and a total cost of \$320,232.

The District Furniture Committee will continue to evaluate furniture for the elementary schools and we will bring that recommendation to the Board of Education in the future.

On Monday, June 13, 2016 at the Building and Site Committee meeting Plante Moran Cresa will present the results of their evaluation to the Board of Education and provide recommendations for next steps in the process of selecting the vendors to provide the secondary classroom furniture. Please let me know if you have any questions.

LA/kp

c: Board of Education