

MEMORANDUM

G.1 Approve Cooperative Bid Award for Furniture

Mr. Sederlund

RECOMMENDED MOTION: “That the Chippewa Valley Schools Board of Education approve a furniture contract award to Office Express, utilizing the OMNIA Partners cooperative program.”

<u>Furniture</u>	<u>Cost</u>
Wyandot Middle School-administrative, office and clerical furniture	\$48,219.78
Chippewa Valley High School-media center furniture	\$98,682.82
Dakota High School-media center furniture	<u>\$84,514.02</u>
Grand Total Cost	\$231,416.62

RATIONALE: Aggressive pricing was obtained through the OMNIA Partners cooperative program, of which Chippewa Valley Schools is a member. This recommendation was reviewed by Building & Site on February 6, 2023. Funding will come from the 2018 Building & Site Fund.

**CHIPPEWA VALLEY SCHOOLS
INTER-OFFICE MEMORANDUM**

To: Scott Sederlund Assistant Superintendent for Business and Operations

CC: Paul Sibley Executive Director of Secondary Education

From: Laura Harrington Purchasing and Risk Management Supervisor

Date: February 7, 2023

Re: **Recommendation for Cooperative Furniture Award
(Purchase of office and media center furniture)**

Please review this recommendation for a cooperative award of office and media center furniture using the OMNIA Partners consortium contract with Office Express, located in Troy, Michigan.

This recommendation includes replacement administrative, clerical, and main office furniture at Wyandot Middle School. Wyandot's existing furniture is at least 20 years old, and the current floor plan is not conducive to the operational needs of the staff. Six replacement workstations will receive plenty of storage and functional space, and a new wall of upper and base cabinets will be installed in the main office, along with new chairs and tables. This award also includes the disassembly and offsite removal of existing workstations. The total cost for Wyandot's furniture is \$48,219.78.

This recommendation also includes the creation of a café area in each high school media center along with seating and table replacement. The furniture in each media center is also over 20 years old and was approved to be replaced in this bond program. The proposed furniture configuration allows for both small and large group mobile collaboration using laptops, tablets, whiteboards, and monitors. It also increases the variety of functional areas within the media centers. Soft seating is introduced in a variety of configurations which will become an inviting and restful area for both students and staff. The total cost for Chippewa Valley HS's media center is \$98,682.82 and Dakota HS's media center is \$84,514.02. Chippewa Valley's cost is higher since their center also functions as an all-staff training area.

This recommendation was reviewed by Building & Site on February 6, 2023. These purchases are being funded through the 2018 Building & Site Fund and are within budget. The furniture will be installed this summer. Please contact me with any questions you have at phone (586) 723-2152.