

Action Item

Subject:
Districtwide Furniture

Administration's Analysis:

The District solicited bids for furniture for Proviso East, Proviso West, and Proviso Math & Science Academy. Each building has furniture needs from the classrooms to offices. Some classroom furniture is being replaced due to years of wear and tear at all three schools. There are some broken desks at all three buildings that will now be replaced. In one classroom, there are old lunchroom tables, which will now be replaced with student desks. Furniture is being purchased for the new learning labs and new teacher resource centers. Testing tables are being purchased for all three buildings which will eliminate the need to rent and/or borrow tables. Some of the lunchroom tables are being replaced at Proviso East and Proviso West. Some of the furniture is being replaced in the Learning Resource Center (LRC) at Proviso Math & Science Academy.

In addition to classroom furniture, office furniture and chairs are also being purchased for Proviso East and Proviso West.

The bid notice was published in the Chicago Tribune, the document was posted to the District's website, and the bid was emailed to the following five vendors:

- Barak
- Frank Cooney
- Garvey's
- Staples
- Warehouse Direct

There was a mandatory pre-bid meeting which was attended by seven vendors.

- Frank Cooney
- Garvey's
- Lowery McDonnell
- Office Depot/Office Max
- Staples Advantage
- Unique Products
- Workspace Interiors

Three vendors submitted a bid:

Frank Cooney	\$445,998
Lowery McDonnell	\$350,922
Workspace Interiors	\$456,826

Statute, Administrative Policy or Board Rules Statement:

All contracts for supplies, materials, or work involving expenditures in excess of \$25,000 shall be made in accordance with the State law bidding procedure, unless specifically exempted, 105, ILCS 5/10-20.21.

Implementation Plan:

The furniture shall be delivered, assembled, and installed during the winter break when students are not in the buildings.

Administration's Recommendation:

That the Board of Education of Proviso Township High Schools District 209 accepts the Superintendent's recommendation to award the bid to Lowery McDonnell Company for the purchase of districtwide furniture in the amount not to exceed \$350,922.