

To: Board of Education

From: Kyle Hayden, assistant superintendent, business & operations, ext. 4309  
Paula Murrish, director, food services & purchasing, ext. 2706  
Don Brents, buyer & manager, printing & warehouse, ext. 1677

Re: Purchase Authority for Furniture – District

Date: March 17, 2016

Background:

In April 2013, voters approved a \$92.5 million school bond issue to improve facilities, enhance technology and expand career and technical educational opportunities. The focus of this bond plan was on equipping our teachers and students with tools for 21<sup>st</sup> century teaching and learning. A significant piece of successfully completing the district's bond construction projects involves furnishing and equipping the educational spaces, including classroom furniture and non-traditional learning spaces. The district is moving forward with standardizing components when possible which will allow us to purchase in bulk and interchange furnishings as needs arise.

The district can benefit under bid law KSA 72-6760 by using the cooperative purchasing program, known as the Association of Educational Purchasing Agencies (AEPA). AEPA is a nationwide group of educational organizations working collaboratively to save school districts money. AEPA contracts are competitively bid and tailored to meet each state's specific legal requirements and supported by Kansas Association of School Boards. AEPA works with a variety of vendors and the district has purchased from the following vendors: Global Industrial, Interior Systems, Inc., K-Log, Inc., National Business Furniture, School Specialty, Spectrum Industries, Inc., SSI Furnishings, Staples, Scott Rice/Office Works, and Quill which represents over 50 manufacturers. The district will request quotes from three AEPA companies for best pricing opportunities. The list of approved manufacturers includes the majority of vendors that the district currently utilizes.

Recommendation:

Administration recommends board approval for the purchase of furniture from the following AEPA vendors: Global Industrial, Interior Systems, Inc., K-Log, Inc., National Business Furniture, School Specialty, Spectrum Industries, Inc., SSI Furnishings, Staples, Scott Rice/Office Works, and Quill in an amount not to exceed \$250,000. In addition, schools may use this same bid pricing to purchase furniture and fixtures from their individual capital outlay budget allocations.

Account: 0910090000 Capital Outlay Instruction 57330 Furniture and Fixtures

Motion:

"I move the Board of Education approve the purchase of furniture from the following AEPA awarded vendors: Global Industrial, Interior Systems, Inc., K-Log, Inc., National Business Furniture, School Specialty, Spectrum Industries, Inc., SSI Furnishings, Staples, Scott Rice/Office Works, and Quill in an amount not to exceed \$250,000 for furniture for classrooms/ offices and learning spaces."