

To: Board of Education

From: Kyle Hayden, chief operations officer

Re: Furniture Design Services Agreement with Clark|Huesemann

Date: January 18, 2018

Background:

On May 2, 2017, voters approved an \$87 million school bond issue to construct additions to and renovate, improve, repair, equip, and furnish existing secondary schools throughout the district.

Rationale:

Given the scope and complexity of the construction projects, administration has asked Clark|Huesemann to coordinate the furniture design and procurement for Liberty Memorial Central, South, Southwest and West Middle Schools in the amount of \$48,800.

The scope of work includes the following services:

- Evaluate existing furnishings
- Develop furniture plans utilizing existing and proposed new furniture
- Develop detailed furniture budget
- Prepare design alternatives to coordinate with building interior design
- Work with district and school personnel to finalize product selections
- Determine most appropriate method of procurement
- Develop specifications and plans for procurement
- Evaluate vendor pricing
- Oversee placement of orders
- Provide oversight during installation of furniture

Recommendation:

The Facility Planning Committee recommends board approval of an agreement with Clark|Huesemann to provide furniture design services and procurement for Liberty Memorial Central, South, Southwest and West Middle Schools in the amount of \$48,800.

Motion:

"I move the Board of Education approve an agreement with Clark|Huesemann to provide furniture design services and procurement for Liberty Memorial Central, South, Southwest and West Middle Schools in the amount of \$48,800."