

To: Board of Education
From: Larry Hadley, Executive Director of Operations
Date: March 5, 2026
Subject: Cafeteria Table Replacement and Purchase

Purpose

The purpose of this memo is to request approval to purchase replacement cafeteria tables to address equipment failures at Roy Junior High School and Kaneshville Elementary School, and to provide additional seating capacity for North Ogden Elementary School.

Background

When Roy Junior High School opened in 2020, the cafeteria was furnished with small, square mobile tables designed to seat four students. While these tables were appropriate for smaller dining environments, they have not performed well in the junior high setting. Many of the tables have experienced structural failure, with the legs pulling out of the particleboard tops and causing splintering that prevents repair.

To maintain lunch service capacity, Roy Junior High has temporarily used older folding cafeteria tables from the district warehouse.

In addition to Roy Junior High's needs, Kaneshville Elementary School currently has cafeteria tables that are beyond repair, and North Ogden Elementary School has requested additional folding cafeteria tables to meet student demand.

After reviewing these needs and visiting schools with declining enrollment, Operations staff developed a plan to redistribute existing tables while purchasing new tables for Roy Junior High.

Proposal

Operations proposes purchasing cafeteria tables similar to those installed at Mountain View Junior High School.

The purchase would include:

- 14 cafeteria tables seating 16 students each
- 10 cafeteria tables seating 12 students each

Having both table sizes allows flexibility for space constraints and provides seating configurations that better accommodate students with mobility or accessibility needs.

Once the new tables are installed at Roy Junior High:

- Existing folding tables currently used at Roy Junior High will be combined with

tables from schools experiencing declining enrollment.

- These tables will be relocated to Kaneshville Elementary to replace tables that are no longer serviceable.
- Two additional tables will be allocated to North Ogden Elementary to meet their seating request.

This approach maximizes use of existing district assets while addressing the most critical replacement needs.

Procurement

Workspace Elements, the vendor used for furnishing several district facilities, is currently on a State of Utah cooperative contract. Operations obtained pricing through this contract for the proposed tables.

The Workspace Elements bid totals \$67,026.24 for the full purchase.

Comparison & Warranty Info

Consistent with previous cafeteria equipment purchases, the cost would be shared as follows:

- 75% Child Nutrition
- 25% Capital

The tables would ship directly from the manufacturer to Roy Junior High School. District staff would unload the shipment, inspect the tables for shipping damage, and dispose of packaging materials.

Recommendation

Based on product durability, warranty coverage, and long-term value, Operations recommends purchasing the tables through Workspace Elements.

Additional comparative analysis and warranty information supporting this recommendation are provided in the accompanying supplemental document.

Requested Action

Approval of the cafeteria table purchase in the amount of \$67,026.24 through Workspace Elements using the funding structure outlined above.