

Board of Education Regular Meeting/Budget Work Session

April 15, 2025 4:00 PM

MCS Administrative Offices

<p>I. CALL TO ORDER Procedural Item Present: Mr. Butch Campbell, Ms. Karen Dodd, Ms. Barbara Long, Ms. Amanda Moore, Mrs. Jeanette Price, Mr. Jimmy Richardson III, Mr. David Settles. In attendance: Dr. Trey Duke, Daniel Owens, Sheri Arnette, Angela Fairchild, Lisa Trail, Maria Johnson, Don Bartch, Ken Rocha, Chris George, Dr. Maryam Hill, Beth Prater, April Zavis, Andy Taylor, Kim Fischer, and Jaci Saunders, David Settles 6:11 Assistant City Attorney Lauren Bush and City Liaison Bill Shacklett</p>	Chair Butch Campbell
<p>A. Pledge of Allegiance Procedural Item The Pledge of Allegiance was led by Board Member Barbara Long.</p>	
<p>B. Moment of Silence Procedural Item</p>	
<p>II. APPROVAL OF AGENDA Action Item Motion to approve the agenda. This motion, made by Mr. Jimmy Richardson III and seconded by Ms. Barbara Long, passed. Yea: 6, Nay: 0, Absent: 1</p>	Chair Butch Campbell
<p>III. PUBLIC COMMENT Procedural Item</p>	Chair Butch Campbell
<p>IV. CONSENT ITEMS Consent Agenda Motion to approve consent agenda.. This motion, made by Ms. Barbara Long and seconded by Ms. Karen Dodd, passed. Yea: 6, Nay: 0, Absent: 1</p>	Chair Butch Campbell
<p>A. Approval of 4-8-25 Board Meeting/Budget Discussion Minutes Consent Item</p>	
<p>B. Approval of Surplus Property Disposal Consent Item</p>	
<p>V. ACTION ITEMS Action Item</p>	Chair Butch Campbell
<p>A. Approval of Board Policy 3.600, Insurance Management on First Reading Action Item Motion to approve Board Policy 3.600, Insurance Management on first reading. This motion, made by Ms. Barbara Long and seconded by Ms. Karen Dodd, passed. Yea: 6, Nay: 0, Absent: 1</p>	Ms. Lauren Bush
<p>B. Approval of Contract-CBI Furniture-Reeves Rogers Furniture Action Item Motion to approve Contract-CBI Furniture-Reeves Rogers Furniture. This motion, made by Mr. Jimmy Richardson III and seconded by Mrs. Jeanette Price, passed. Yea: 6, Nay: 0, Absent: 1</p>	Dr. Trey Duke
<p>VI. REPORTS AND INFORMATION Information Item</p>	Chair Butch Campbell
<p>A. FY26 Federal Budget for Review Information Item Before the Federal budget review began, Mr. Jimmy Richardson thanked Ms. Amanda Moore for her leadership and comments that she made on the Immigration Resolution. He said that he</p>	Dr. Trey Duke

appreciates her stand on the matter as well as her hard work.

Dr. Duke presented the Federal Funds PowerPoint to the Board. He explained that there are still a lot of unknowns with our federal budget.

He said that he is expecting that the main sources of federal funds will continue at the level funds even if they are shifted to the states.

He said that funds should stay consistent for next year as funds will come to the state as a block grant. He also explained that federal funds are tied to regulations.

He told the Board that Dr. Hill was on a webinar today and she was given our preliminary funds for next year.

Dr. Duke shared with the Board a chart showing what federal funds cover in our budget.

There was discussion regarding how Title funds are distributed to each school. Dr. Hill explained that we send principals the preliminary allocation, and the principal decides where the money could be best used at their schools.

Dr. Duke explained that we won't receive our final allocation until the federal government passes their budget. Dr. Maryam Hill said that she does have money that has been carried over in case there are unexpected cuts.

Dr. Duke explained the 21st Century grant that we receive in the amount of \$571, 557. He said that this is the 2nd year of the 3 year cycle. He added that this grant pays for all of the tutoring services and transportation for ESP students.

Dr. Duke also discussed ESSER Liquidation with the Board. He explained that we have received over 20 million dollars over a period of four years. The deadline to obligate these funds was September 30, 2024 and the deadline to pay out was December 15, 2024. The governor granted an extension. We had two big projects (HVAC at Hobgood and Reeves Rogers. The completion of these projects was done by the deadline, but we had minor adjustments that needed to be made before paying the final bill. That money was set aside until the project was totally finished. With the extension given by the governor, we allowed the minor adjustments. In January we received word of additional available funds. Recently we received information from the government that all ESSER reimbursements would be cancelled. We have \$223,000 in finished projects that will have to be paid out of our current budget. We are now in the process of submitting an approval to have these funds reimbursed but Dr. Duke explained that we have no timeline as to when we will receive information on this.

**B. FY26 General Purpose Budget for Review
Information Item**

Dr. Duke reviewed the proposed 2025-2026 General Purpose budget with modifications from discussions at the April 8th Board Budget meeting. He explained that he presented the budget at a recent City Council meeting. He thanked Mr. Shackett for his support of Murfreesboro City Schools. Dr. Duke reviewed the PowerPoint of the changes to the General Purpose budget.

Amanda Moore thanked Dr. Duke and his team for being forward looking in years past knowing that ESSER funds would end. Dr. Duke credited the State Department for warning that districts would have to have a plan so that they didn't hit a cliff when funds were depleted.

Dr. Duke covered our expenditures and changes from last week's meeting explaining that we can make this budget work this year but it will be nearly impossible for years to come.

Dr. Trey Duke

There were discussions regarding modifications to the BEST program as well as MDA and attendance secretaries pay changes, science benchmark assessments, revised bus driver bonus structure, and variable changes in the salary schedule. The Board was happy with the adjustments.

Dr. Duke also reviewed the Fund balance impact on the budget.

Chairman Campbell asked if Dr. Duke had information regarding a meeting with the county commissioners that represent the Murfreesboro community as was discussed at the April 8th meeting. Dr. Duke said that we have two possible meeting dates, May 7th at 6:00 or May 12th at 4:30. He said that the mayor has requested some information and Mr. Owens is working on getting that. Dr. Duke said that the next steps will be that we will reach out to the County Commissioners as well as the city council regarding this requested meeting. Mr. Shacklett felt that the State Delegation needs to be invited to the meeting as well.

April Zavisla reviewed past purchases of technology devices over the past few years. She explained that we have been replacing devices on a regular basis but mostly using ESSER funds to do so and this year we don't have those supplemental funds. She said that in 2019-2020 the City of Murfreesboro made a very large purchase on our behalf of chromebooks and teacher devices. She said that from that point going forward, we began using ESSER dollars and got chromebooks to a one to one ratio. We made multiple purchases in 2020-2021 as well as 2021-2022. We are now on the first rotation of replacing these devices and we have maintained purchases for growth and repairs. There was discussion regarding leases in the future. She informed the Board that leases last four years for a teacher device and three years for student chromebooks.

Dr. Duke said that there will be one change with this budget at the April 29th meeting and that will be the \$2000 teacher bonus that follows the new legislation. He said that the State wants us to budget for it now, since it applies to this year's teachers. They won't receive the funds until after July.

In closing, Dr. Duke explained that he had covered the big picture items of the budget, but would be happy to go line by line to explain the changes; however, that information was included in their budget notebooks.

Karen Dodd asked the Board if there were other areas of revenue that we could investigate. Dr. Duke explained that our revenue sources are consistent with other systems. He said that it would take legislative action to get more revenue on a scale like that. He added that Andy Taylor and Don Bartch are meeting with a company with an out of the box system that could generate some revenue that will generate thousands of dollars but not millions.

Barbara Long asked the Senior Leadership team if they could operate on this budget. Each member agreed that we could operate with this budget. Maria Johnson said that the cuts in the HR department were minimal. Sheri Arnette said that the Instruction Department is grounded in curriculum and professional learning and she feels that the budget is grounded in that as well. She said that she has high expectations and her team would not miss a beat. She is very convicted that we owe professional development to the teachers and we have the right team providing that.

Amanda Moore thanked Dr. Duke for the budget presentation. She said that she, Mr. Settles, and Chairman Campbell have been through a lot of years of budget presentations and every year she feels that she has a better understanding of the budget and this one was no different. It was very helpful. Chairman Campbell agreed.

Dr. Duke said that Beth Prater and Daniel Owens have been remarkable in this budget process.

VII. OTHER BUSINESS Information Item	Chair Butch Campbell
VIII. ADJOURNMENT Action Item Motion to adjourn. David Settles made the motion Amanda second. This motion, made by Mr. David Settles and seconded by Ms. Amanda Moore, passed. Yea: 7, Nay: 0 The meeting adjourned at 6:50 p.m.	Chair Butch Campbell

MINUTES

Board of Education Regular Meeting/Budget Work Session

April 8, 2025 4:00 PM

MCS Administrative Offices

<p>I. CALL TO ORDER Procedural Item Present: Mr. Butch Campbell, Ms. Karen Dodd, Ms. Barbara Long, Ms. Amanda Moore, Mrs. Jeanette Price, Mr. Jimmy Richardson III (arrived at 4:52 p.m.) and Mr. David Settles (arrived at 5:04 p.m.)</p> <p>In attendance: Dr. Trey Duke, Daniel Owens, Ken Rocha, Angela Fairchild, Autumn DePriest, Amanda Adams, Beth Prater, April Zavisa, Andy Taylor, Jaci Saunders, Tiffany Strevel, Tyra Murray, Kim Fischer, Don Bartch, Sheri Arnette, Cynthia Hopkins, Maria Johnson, Quinena Bell, Chris George, Lisa Trail, Brandie Garland, Lt Williams, Brian Rome, Robin Rapp</p> <p>Assistant City Attorney Lauren Bush and City Liaison Bill Shacklett</p>	Chair Butch Campbell
<p>A. Pledge of Allegiance Procedural Item The Pledge of Allegiance was led by Mr. Ken Rocha, Assistant Superintendent of Student Supports</p>	
<p>B. Moment of Silence Procedural Item</p>	
<p>II. APPROVAL OF AGENDA Action Item Motion to approve the agenda. This motion, made by Ms. Amanda Moore and seconded by Ms. Barbara Long, passed. Yea: 5, Nay: 0, Absent: 2</p>	Chair Butch Campbell
<p>III. CONSENT ITEMS Consent Agenda Motion to approve consent agenda.. This motion, made by Ms. Barbara Long and seconded by Ms. Karen Dodd, passed. Yea: 5, Nay: 0, Absent: 2</p>	Chair Butch Campbell
<p>A. Approval of 3-25-25 Board Minutes Consent Item</p>	
<p>B. Approval of Surplus Property Disposal Consent Item</p>	
<p>C. Public Comment Consent Item</p>	
<p>IV. ACTION ITEMS Action Item</p>	Chair Butch Campbell
<p>A. Approval of Resolution Opposing HB 793/SB 836 Action Item Motion to approve Resolution Opposing HB 793/SB 836. This motion, made by Ms. Amanda Moore and seconded by Ms. Karen Dodd, passed. Yea: 5, Nay: 0, Absent: 2 Lauren Bush presented the draft resolution opposing HB793/SB836 to the Board for their approval. Dr. Duke asked Ms. Bush to clarify what this resolution is opposing. Ms. Bush explained that both of these bills require the Board to take action via board policy, so if the bill passes, the board will have to adopt a policy. She said that it may be awhile before</p>	Dr. Trey Duke

<p>we have to make any decisions. She explained that the resolution puts into words the board's opposition of the bills at this point. This resolution does not lock the board into anything. She added that again, we will have to draft a policy.</p> <p>Barbara Long asked what will happen with this resolution. Dr. Duke explained that Ms. VanCleave will email it to legislators in the morning.</p> <p>Amanda Moore thanked Ms. Bush for drafting the resolution.</p>	
<p>B. Approval of Budget Amendment- 910 Ridgely Road Action Item Motion to approve Budget Amendment- 910 Ridgely Road. This motion, made by Ms. Barbara Long and seconded by Mrs. Jeanette Price, passed. Yea: 5, Nay: 0, Absent: 2 Dr. Duke proudly told the Board that we closed on the property at 910 Ridgely Road today, and Mr. Bartch has the keys to the building.</p>	Dr. Trey Duke
<p>C. Approval of Budget Amendment-Paid Parental Leave Action Item Motion to approve Budget Amendment-Paid Parental Leave. This motion, made by Ms. Karen Dodd and seconded by Mrs. Jeanette Price, passed. Yea: 5, Nay: 0, Absent: 2</p>	Dr. Trey Duke
<p>D. Approval of Budget Amendment-GP Donation Action Item Motion to approve Budget Amendment-GP Donation. This motion, made by Ms. Amanda Moore and seconded by Ms. Barbara Long, passed. Yea: 5, Nay: 0, Absent: 2</p>	Dr. Trey Duke
<p>E. Approval of Contract-Central Creativity Action Item Motion to approve Contract-Central Creativity. This motion, made by Ms. Karen Dodd and seconded by Mrs. Jeanette Price, passed. Yea: 5, Nay: 0, Absent: 2 Dr. Duke pointed out that we have not seen a summer school budget yet because we have not received money from the State. He said that we are asking the Board to approve the contract before we actually receive funding, however, there is a clause in the contract that states that if don't receive funding, the contract is null and void.</p>	Dr. Trey Duke
<p>F. Approval of Contract-Special Education Bus Action Item Motion to approve the contract-Special Education Bus. This motion, made by Ms. Barbara Long and seconded by Ms. Karen Dodd, passed. Yea: 5, Nay: 0, Absent: 2</p>	Dr. Trey Duke
<p>V. REPORTS AND INFORMATION Information Item</p>	Chair Butch Campbell
<p>A. FY26 ESP Budget Draft for Review Information Item Dr. Duke asked Chair Campbell if he could move the ESP budget first under Reports and Information and the Nutrition budget following that. He asked to move the Federal Projects budget to the 4-15 meeting and review the General Purpose budget last tonight.</p> <p>Chair Campbell agreed.</p> <p>Before going into the ESP budget review, Dr. Duke asked each Senior Leadership team member that had a department head at the meeting to introduce them so that the Board could become more familiar with the Department Heads.</p>	Dr. Trey Duke

<p>Cynthia Hopkins presented a PowerPoint to explain the ESP budget in detail.</p> <p>Dr. Duke explained the reason for the Site Director compensation adjustment. He said that we are asking site directors to be principals of the buildings and handle issues with students that principals handle during the school day.</p> <p>He added that Cynthia Hopkins has done a tremendous job making sure that site directors are being compensated so that they will remain in these positions. Dr. Duke said that Ms. Hopkins has also done a great job managing the ESP budget in that we now have the money to add to fund balance as well as give the site directors a salary adjustment. Dr. Duke said that he cannot say enough about what Ms. Hopkins has done financially and programmatically for this program.</p>	
<p>B. FY26 Nutrition Budget Draft for Review Information Item</p> <p>Jaci Saunders presented a PowerPoint reviewing the Nutrition budget. Ms. Saunders shared statistics about the program as well as highlights.</p> <p>Ms. Saunders told the Board that we will be able to offer free breakfast and lunch to all students at all schools for at least the next three years.</p> <p>Dr. Duke added that School nutrition is self funded with a big portion being federal dollars. He said that we will be pulling 1.8 million dollars from fund balance for different projects in Nutrition next year because we have over 7 million dollars in fund balance and the government does not like for districts to keep a fund balance. He told the Board that we will be buying equipment as well as adding some new positions in the Nutrition department.</p> <p>Amanda Moore asked if there would be a new Farm to School educator position. Ms. Saunders explained that one person will be stepping up to full time. She also explained that there will be two maintenance positions that will only work in the cafeterias and that should take the weight off the other maintenance team.</p> <p>Dr. Duke told the Board that Jaci Saunders is doing a fantastic job and has only been in the role for two months.</p>	<p>Dr. Trey Duke</p>
<p>C. FY26 General Purpose Budget Discussion Information Item</p> <p>Dr. Duke delivered a PowerPoint presentation to the Board to review the General Purpose budget. Dr. Duke explained that we have limited funds this year.</p> <p>Dr. Duke explained that there are no budget pages for the General Purpose section in the Board's budget notebook. He said that this presentation is just an overview of the budget and we will go into detail next week. The Board was asked to leave their budget books tonight so that the Revenue and Expenditure pages could be added and will be delivered to them on Friday of this week. .</p> <p>Dr. Duke explained that we have budget limitations because we can't hold debt as a school system. He told the Board that we we cant hold debt as a school system.</p> <p>He explained that we no longer have ESSER funds, and as of last week, we were notified that we would receive no more reimbursements. We have about \$220,000 of reimbursements that we are waiting on and he is concerned about the \$161,000 that we owe to vendors. He said that we will do an appeal, but he is not sure at this point that we will receive it.</p>	<p>Dr. Trey Duke</p>

Dr. Duke commended Daniel Owens and Beth Prater for their dedicated efforts since January in advancing the budget to its current state.

Dr. Duke discussed the feedback that he had received from teachers and principals and shared each group's top priorities.

He told the Board that he would update the parent feedback if needed by next week.

He covered enrollment projections for next year.

Dr. Duke talked about property tax projections for next year. There was discussion regarding the pennies that the county commission has taken each year and the fact that we are feeling the effects of a total of over 7 million dollars after three years.

After explaining how the pennies have added up over the years, Ms. Moore asked if the County Commission truly understands how much this has totalled. She asked if possibly we could invite the County Commissioners to a meeting and allow Dr. Duke to explain this to them. Dr. Duke said that he can arrange that meeting if that is the will of the Board. The Board agreed that they need to be invited. Mr. Richardson suggested that they invite the commissioners that represent Murfreesboro. Dr. Duke said that he will work on that.

Dr. Duke said that he is going over numbers with the city council on Thursday at the workshop. He said that this information may spur some additional conversation.

Dr. Duke covered expenditures with the Board. There were discussions about items that would possibly be cut from the budget along with the cost of living raise amount.

Karen Dodd asked about the "minus 4 teacher positions," and Dr. Duke explained that positions are not being cut, but we will not be hiring four positions that are retiring. At this point, twenty teachers have resigned/retired.

The Board discussed several options for a cost of living adjustment.

Dr. Duke said that this budget is only his recommendation based on the work that he and his team have done, but it is the Board's budget and he definitely needs their thoughts. Dr. Duke shared some decision points and asked for the board's direction. He said that he is happy for he and his team to make decisions and bring the budget back to the Board on Tuesday night, but he needs to know a specific direction that the Board wants to go in.

David Settles said that he was apprehension about decreasing the cost of living. He said that he is very concerned with where we are with economics in our country as a whole.

In order to understand the items that were being cut, Karen Dodd asked for the cost of those items, so Dr. Duke gave the Board those costs per item.

There was discussion regarding replacing teacher and student computers. Amanda Moore asked if we have not been intentional about replacing these old devices. Ms. Zavisa said that they have been in the rotation but were pushed back. Dr. Duke added that the property tax loss also affected the continual purchase of devices. He added that we have been using ESSER funds for technology over the past few years. There was also discussion of leasing computers in the future as compared to purchasing them. Ms. Bush said that she would look into a contract

<p>regarding leasing computers so that would keep us from having a huge replacement cost. Ms. Zavisia also suggested that we look at who we give computers to and who doesn't need one.</p> <p>The Board asked Dr. Duke to look at the MDA pay adjustment, the attendance pay, and the cost of living adjustment. Dr. Duke said that he would go back and look at a couple of options and when we discuss the budget next week, he will explain what is and what is not and will bring suggestions to the Board.</p> <p>Amanda Moore said thank you to the team for being responsible with the budget and thinking through the cuts.</p> <p>Dr. Duke said that we will have revised numbers for the Board next week. He told the Board that he had a conversation with the city to say that we will have to have more revenues next year. He said that we won't need a new building next year, but because of property tax, the need for new revenue has increased.</p> <p>Mr. Shacklett said that we couldn't have a better advocate than what we have with Mr. Gore and Dr. Duke.</p> <p>Dr. Duke said that he will do a brief presentation to council on Thursday to let them know where we are looking into next year and the impact of the property tax and how much we lose year over year.</p> <p>Chair Campbell asked when Dr. Duke would set up a meeting with the County Commission and he said he would work on something the first of May. He said that he will get a list of those that serve us and email them and will send the list to board so that they can reach out to them as well. Dr. Duke said that we will have an update for the Board regarding the meeting next week.</p> <p>Mr. Shacklett encouraged the Board to be clear in how this information is presented to the Commission. He said that he has tried to explain it. He said that the dollars should follow the students and the pennies add up to a large amount of money. The money is not being used for what was intended for property tax and it's not fair.</p>	
<p>VI. OTHER BUSINESS Information Item</p>	<p>Chair Butch Campbell</p>
<p>VII. ADJOURNMENT Action Item Motion to adjourn. This motion, made by Mr. Jimmy Richardson III and seconded by Mr. David Settles, passed. Yea: 7, Nay: 0 The meeting adjourned at 7:25 p.m.</p>	<p>Chair Butch Campbell</p>

Director of Schools

Agenda Item Title: Approval of Surplus Items

Board Meeting Date: April 15, 2025

Department: Finance and School Operations

Presented by: Trey Duke, Director of Schools

Board Agenda Category:

- Consent Agenda
 - Action Item
 - Reports and Information
-

Summary

Board policy 2.403 defines surplus property as property no longer having an intended use by the school district and/or no longer capable of being used because of the property's condition. Policy 2.403 requires the Director of Schools/designee to prepare a list of unusable items for Board approval.

These items have been deemed surplus items and will be either sold or discarded based on board policy.

Staff Recommendation

Recommending approval of the surplus of the items specified within this packet.

Fiscal Impact

All unusable items shall be sold to the highest bidder after advertising in a newspaper of general circulation and online at least seven (7) days prior to the sale. Surplus property which has no value or has a value of less than five hundred dollars (\$500) may be disposed of without the necessity of bids pending appropriate approvals.

Connection to MCS's Five-Year Strategic Plan

- Known:** Every student will be *known* through whole-child programs and support.
- Safe:** Every student will be *safe* through equitable access to buildings, facilities, and infrastructure that meets their needs.
- Challenged:** Every student will be *challenged* by learning from highly effective educators and employees.
- Empowered:** Every student will be *empowered* through academic success

Equipment	Tag#	MFG By	Model #	Serial #	Value
Chromebook	449	Dell	Chromebook 11 3180	3bc7mh2	\$0
Chromebook	450	Dell	Chromebook 11 3180	1g67mh2	\$0
Chromebook	454	Dell	Chromebook 11 3180	cxwcmh2	\$0
Chromebook	455	Dell	Chromebook 11 3180	68y6mh2	\$0
Chromebook	451	Dell	Chromebook 11 3180	71p7mh2	\$0
Chromebook	452	Dell	Chromebook 11 3180	cd27mh2	\$0
Chromebook	453	Dell	Chromebook 11 3180	c1j7mh2	\$0
Projector	N/A	EPSON	Powerlite 98	U48K4201061	\$0
Projector	N/A	EPSON	Powerlite 95	P9FF120891L	\$0
Projector	N/A	EPSON	Powerlite S5	JWUF81A237L	\$0
Chromebooks operating system will no longer update					
Projectors are over 10 years old					

Equipment	Tag#	MFG By	Model #	Serial #	Value
Chromebook	775	Dell	Chromebook 11 3180	3rg6mh2	\$0
Chromebook	771	Dell	Chromebook 11 3180	1f67mh2	\$0
Chromebook	774	Dell	Chromebook 11 3180	c528mh2	\$0
Chromebook	759	Dell	Chromebook 11 3180	3h27mh2	\$0
Chromebook	788	Dell	Chromebook 11 3180	83c7mh2	\$0
Chromebook	787	Dell	Chromebook 11 3180	37y6mh2	\$0
Chromebook	786	Dell	Chromebook 11 3180	hlndmh2	\$0
Chromebook	777	Dell	Chromebook 11 3180	8f27mh2	\$0
Chromebook	776	Dell	Chromebook 11 3180	31h6mh2	\$0
Chromebook	773	Dell	Chromebook 11 3180	68j7mh2	\$0
Chromebook	751	Dell	Chromebook 11 3180	40j7mh2	\$0
Chromebook	0783	Dell	Chromebook 11 3180	7wb8mh2	\$0
Chromebook	0784	Dell	Chromebook 11 3180	96j7mh2	\$0
Chromebook	0780	Dell	Chromebook 11 3180	28y6mh2	\$0
Chromebook	075?	Dell	Chromebook 11 3180	2zh7mh2	\$0
Chromebook	0770	Dell	Chromebook 11 3180	7by6mh2	\$0
Chromebook	0743	Dell	Chromebook 11 3180	C3Y6MH2	\$0
Laptop	N/A	Dell	Latitude 3340	98x0h52	\$0
Laptop	N/A	Dell	Latitude 3340	c8x0h52	\$0
Laptop	N/A	Dell	Latitude 3340	g8x0h52	\$0
Laptop	N/A	Dell	Latitude 3340	f8x0h52	\$0
Computer	3026	Dell	OptiPlex 5250 AIO	JW5Q7M2	\$0
Computer	960259	Dell	OptiPlex 7440 AIO	9MGDB02	\$0
Apple TV	N/A	Apple	A1469	C07KGT9RFF54	\$0
Apple TV	N/A	Apple	A1625	c07w21amjg2x	\$0
iPad	N/A	Apple	iPad 2	F5RKKY2JDFHW	\$0
Printer	N/A	Lexmark	T640	7903CY6	\$0
Printer	N/A	Lexmark	T630	991NXV5	\$0
Computer	960336	Dell	OptiPlex 3040	43Y7KH2	\$0
Computer	0916	Dell	OptiPlex 3060	2DSF7X2	\$0
Computers/Laptops won't go to Windows 11					
iPad, Apple TV , & Chromebooks operating system will no longer update					
Printers are over 20 years old and no longer work					

Agenda Item Title: Approve Changes to Board Policy 3.600, Insurance Management, on first reading

Board Meeting Date: April 15, 2025

Department: Legal

Presented by: Lauren Bush

Board Agenda Category:

- Consent Agenda
- Action Item
- Reports and Information

Requires City Council Approval: Yes No

Summary

Murfreesboro City Schools participates in the Tennessee-sponsored insurance benefits program administered by Tennessee Benefits Administration. Annually, MCS enters into a Memorandum of Understanding (MOU) with Benefits Administration outlining participation requirements. The MOU specifies that Local Education Agencies (LEAs) may not provide “subsid[ies], compensation, benefits, or item[s] of value” to eligible employees that decline enrollment in the Local Education Plan. To ensure continued alignment with this requirement, updates to Board Policy 3.600 are recommended.

Staff Recommendation

Approve changes to Board Policy 3.600, Insurance Management, on first reading

Fiscal Impact

For FY2025, 340 employees received a fringe benefit under Board Policy 3.600 for a total of \$510,000.00. These funds will be rebudgeted in FY26 in corresponding medical benefits line items.

Connection to MCS’s Five-Year Strategic Plan

- Known:** Every student will be *known* through whole-child programs and support.
- Safe:** Every student will be *safe* through equitable access to buildings, facilities, and infrastructure that meets their needs.
- Challenged:** Every student will be *challenged* by learning from highly effective educators and employees.
- Empowered:** Every student will be *empowered* through academic success

Murfreesboro City School Board

Monitoring: Review: Annually, in October	Descriptor Term: <h2 style="margin: 0;">Insurance Management</h2>	Descriptor Code: 3.600	Issued Date: 10/24/23 Reviewed: 11/10/20
		Rescinds: PER 2	Issued: 10/23/18

1 The insurance program shall provide coverages in a minimum of the following broad categories:

- 2 1. Property: Buildings and contents against fire, extended coverage, vandalism and malicious mischief, boiler and machinery explosion; and vehicles;
- 3
- 4 2. Liability: Board members, Director of Schools and employees resulting from discharging their
- 5 duties;
- 6 3. Worker's compensation; and
- 7 4. Fidelity: Blanket bond and fiscal agent's bond as required by statute.

8 The Director of Schools shall continually review the insurance program to ensure that adequate
 9 protection is being provided at a reasonable price.

10 **GROUP HEALTH**

11 The Board shall provide group health insurance for all benefit-eligible employees.¹ The Director of
 12 Schools, after consultation with personnel, shall recommend carriers of insurance for programs in
 13 which the Board makes partial or full payments. The Board shall approve all insurance carriers. The
 14 group health insurance will be provided to benefit-eligible employees pursuant to the official plan
 15 documents of the insurance carrier chosen. ~~Benefit-eligible employees who opt out of group health
 16 insurance may receive a one thousand five hundred dollar (\$1,500.00) taxable incentive annually.~~

17 The Director of Schools/designee shall develop procedures to ensure the privacy of HIPAA protected
 18 information.²

19 **GROUP LIFE INSURANCE**

20 The Board may also provide a group term life, accidental death, and dismemberment life insurance
 21 policy to benefit-eligible employees. Any policy administered by the district will be provided pursuant
 22 to the official plan documents of the insurance carrier chosen.

Legal References

1. TCA 49-2-209
2. 45 CFR § 164.306, 164.316

Cross References

Payroll Procedures 2.802

Agenda Item Title: Approve CBI Workplace Solutions Cooperative Purchasing Agreement

Board Meeting Date: April 15, 2025

Department: Finance

Presented by: Trey Duke

Board Agenda Category:

Consent Agenda

Action Item

Reports and Information

Requires City Council Approval: Yes No

Summary

MCS is seeking approval to utilize the Williamson County Schools RFP #1312 Agreement to purchase office furniture for the Reeves Rogers Elementary School Addition.

Staff Recommendation

Approve CBI Workplace Solutions Cooperative Purchasing Agreement

Fiscal Impact

Total cost of the CBI proposal is \$51,651.30. Funding is derived from the general purpose fund budget.

Connection to MCS's Five-Year Strategic Plan

- Known:** Every student will be *known* through whole-child programs and support.
- Safe:** Every student will be *safe* through equitable access to buildings, facilities, and infrastructure that meets their needs.
- Challenged:** Every student will be *challenged* by learning from highly effective educators and employees.
- Empowered:** Every student will be *empowered* through academic success



2552 South Church Street, Suite 100
Murfreesboro, TN 37127-6342
Phone: 615-893-2313
Fax: 615-893-2352
cityschools.net

MURFREESBORO CITY SCHOOLS
AND
ONE CBI, LLC, D/B/A CBI WORKPLACE SOLUTIONS
ACKNOWLEDGMENT OF COOPERATIVE PURCHASING AGREEMENT

Murfreesboro City Schools is a local education agency pursuant to Tennessee Code Annotated § 49-1-103(2). Murfreesboro City Schools entered into a cooperative purchasing pursuant to Tennessee Code Annotated § 12-3-1203 to purchase materials and services from One CBI, LLC, D/B/A CBI Workplace Solutions under the Williamson County Schools RFP #1312 Agreement.

Murfreesboro City Schools agrees to purchase materials and services directly from CBI Workplace Solutions at the same price and under the same terms of the contract awarded under Williamson County Schools RFP #1312. Murfreesboro City Schools agrees to be financially and legally responsible for all goods and services purchased under the cooperative purchasing agreement.

MURFREESBORO CITY SCHOOLS

Dr. Bobby N. Duke, III
Director of Schools

Date

Approved as to Form: _____
Lauren Bush, Assistant City Attorney

By signature below, CBI Workplace Solutions acknowledges that Murfreesboro City Schools is purchasing materials and services pursuant to the Williamson County Schools RFP #1312 Agreement and subject to the terms of the contract awarded. CBI Workplace Solutions agrees to make Murfreesboro City Schools aware of any substantive or legal changes to the contract referenced above, including termination of the agreement by either party.

ONE CBI, LLC, D/B/A CBI WORKPLACE SOLUTIONS

Authorized Agent

Date

Print Name: _____

Title: _____

BILL TO: Murfreesboro City Schools
2552 South Church Street
Murfreesboro, TN 37127

SHIP TO: Reeves-Rogers Elementary School
1807 Greenland Drive
Murfreesboro, TN 37130



Line #	Image	Qty.	Product Number/Description	List Unit	List Ext	Sell Unit	Sell Ext
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CONFERENCE ROOM

STORAGE


1		1	A2036SC 20"d x 36"w x 29.5"h, Storage Cabinet w/hinged doors and 1 adjustable shelf, ADAPTABILITIES	\$991.00	\$991.00	\$540.10	\$540.10
Material Type {19} M-Thermally Fused Laminate, High Performance (1" Thick) Top Finish {20} 1-Noce Leggero NEL Chassis/Base Finish {50} Adaptabilities Chassis Finish Chassis/Base Finish - {F2} 2-Noce Leggero NEL Handle Finish {80} M-Silver SIL Keys {40} C-Keyed for Lock #404 Grommet/Electrical Cut-Out Options - Left Position Grommet/Electrical Not Required - Left Position Grommet/Electrical Cut-Out Options - Center Position Grommet/Electrical Not Required - Center Position Grommet/Electrical Cut-Out Options - Right Position Grommet/Electrical Not Required - Right Position Custom Grommet Location (Application Drawing Required) Grommet/Electrical Not Required - Custom Grommet Location Commercial GSA Offering Non-GSA (Commercial Furniture Offering)				Total for Group:		\$991.00	\$540.10


TABLES

2		6	66640 GANGING DEVICE FOR Training Tables	\$31.86	\$191.16	\$19.59	\$117.54
3		6	90316-7938-7938 Height Adjustable Flipper 60x24 Table w/Grommet - Each features a 1" thick HPL Top Surface and Matching Edgeband - Black Base - 2.	\$830.43	\$4,982.58	\$510.71	\$3,064.26
New Age Oak Laminate and Edge Black Base				Total for Group:		\$5,173.74	\$3,181.80

PRIVATE OFFICES


DESKING

4		1	A2466D4 ADAPTABILITIES - Full to Floor Kneespace Credenza. Standard with full to floor box/box/file on right pedestal and file/file on left pedestal. Pedestal locks on box/box/file pedestal, lower box drawer and file drawer lock. One pencil tray. Shipped assembled in 1 carton.	\$2,438.00	\$2,438.00	\$1,328.71	\$1,328.71
19-Laminate Type 1" Thermally Fused Laminate Tops (TFL) 20-Finish Selection Noce Leggero NEL 40-Keys Keyed for Lock #W403 45-Edging 1" Top, Standard Flat Edge 50-Base Selection Noce Leggero NEL 70-Grommet Left/Collator No Standard Grommet at Left (FOG1) 71-Grommets Centre Standard Grommet Centre (FOG2) 72-Grommet Right No Standard Grommet at Right (FOG3) 73-Grommet Custom No Customer Specified Grommet							
5		1	ADOOR72 ADAPATABILITIES - Four-Door Kit. For use on 72", 71", 66" and 60"W straight hutches and overstorage units. Hinges included. Locks available. Doors for units 60" wide or more require two locks. Shipped easy to assemble, 1 kit per carton.	\$692.00	\$692.00	\$377.14	\$377.14
19-Laminate Type 1" Thermally Fused Laminate Tops (TFL) 20-Finish Selection Noce Leggero NEL 40-Keys Keyed for Lock #W404 65-Modesty Panel/Monopost/Locks Optional Lock							

Line #	Image	Qty.	Product Number/Description	List Unit	List Ext	Sell Unit	Sell Ext
6		1	A2072LS ADAPTABILITIES - Lateral File/Storage Cabinet Credenza. One 2-drawer lateral file on the left and one storage cabinet on the right. Locking doors/drawers, keyed alike. Storage cabinet includes one adjustable shelf. File bars included for side-to-side and front-to-back letter/legal filing capability. Anti-lock tilt suspension. Shipped assembled in 1 carton. MUST 19-Laminate Type 1" Thermally Fused Laminate Tops (TFL) 20-Finish Selection Noce Leggero NEL 40-Keys Keyed for Lock #W403 45-Edging 1" Top, Standard Flat Edge 50-Base Selection Noce Leggero NEL 70-Grommet Left/Collator No Standard Grommet at Left (FOG1) 73-Grommet Custom No Customer Specified Grommet 80-Misc./Handles Flared Handle - Silver	\$2,364.00	\$2,364.00	\$1,288.38	\$1,288.38
7		1	A72HOCEB ADAPTABILITIES - Open Hutch with Closed Back. One fixed shelf and fixed shelf divider. Closed back features a grommet and flexible sweep for wire management. A71HOCEB for use when spanning 30" x 60/66" SPL/R and 20/24" x 42" FL/FR/L4/R4. Shipped assembled in 1 carton. Clearance from worksurface to valance is 17.75"; clearance from worksurface to hutch doors 19-Laminate Type 1" Thermally Fused Laminate Tops (TFL) 20-Finish Selection Noce Leggero NEL 45-Edging 1" Top, Standard Flat Edge 50-Base Selection Noce Leggero NEL 71-Grommets Centre Remove Standard Grommet Position 2	\$1,167.00	\$1,167.00	\$636.02	\$636.02
8		1	ATB7016 ADAPTABILITIES - Tackboard. For use on A72HOCEB straight hutch. Includes mounting screws and covers. 10-Textile Selection UPHOLSTERY GRADE 01 02FABRIC Jenny LOLA Charcoal	\$367.00	\$367.00	\$200.02	\$200.02
9		1	A2448L4 24"d x 48"w x 29.5"h, Full to Floor Flush Return w/File/File Pedestal on Left, ADAPTABILITIES Material Type {19} M-Thermally Fused Laminate, High Performance (1" Thick) Top Finish {20} 1-Noce Leggero NEL Chassis/Base Finish {50} Adaptabilities Chassis Finish Chassis/Base Finish - {F2} 2-Noce Leggero NEL Keys {40} C-Keyed for Lock #401 Grommet/Electrical Cut-Out Options - Left Position Grommet/Electrical Not Required - Left Position Grommet Cut-Out Options - (STD) Center Position Grommet Cover (Black), Cut-Out 3.25" x 1.875" (STD) Center Position Grommet/Electrical Cut-Out Options - Right Position Grommet/Electrical Not Required - Right Position Custom Grommet Location (Application Drawing Required) Grommet/Electrical Not Required - Custom Grommet Location Commercial GSA Offering Non-GSA (Commercial Furniture Offering)	\$1,347.00	\$1,347.00	\$734.12	\$734.12
10		1	A2448R4 24"d x 48"w x 29.5"h, Full to Floor Flush Return w/File/File Pedestal on Right, ADAPTABILITIES Material Type {19} M-Thermally Fused Laminate, High Performance (1" Thick) Top Finish {20} 1-Noce Leggero NEL Chassis/Base Finish {50} Adaptabilities Chassis Finish Chassis/Base Finish - {F2} 2-Noce Leggero NEL Keys {40} C-Keyed for Lock #401 Grommet/Electrical Cut-Out Options - Left Position Grommet/Electrical Not Required - Left Position Grommet Cut-Out Options - (STD) Center Position Grommet Cover (Black), Cut-Out 3.25" x 1.875" (STD) Center Position Grommet/Electrical Cut-Out Options - Right Position Grommet/Electrical Not Required - Right Position Custom Grommet Location (Application Drawing Required) Grommet/Electrical Not Required - Custom Grommet Location Commercial GSA Offering Non-GSA (Commercial Furniture Offering)	\$1,347.00	\$1,347.00	\$734.12	\$734.12
11		2	A3072S4L 29.69"d x 72"w x 29.5"h, Single Pedestal Desk, Full to Floor Box/Box/File Pedestal on Left, ADAPTABILITIES Material Type {19} M-Thermally Fused Laminate, High Performance (1" Thick) Top Finish {20} 1-Noce Leggero NEL Chassis/Base Finish {50} Adaptabilities Chassis Finish Chassis/Base Finish - {F2} 2-Noce Leggero NEL Keys {40} C-Keyed for Lock #405 Grommet/Electrical Cut-Out Options - Left Position Grommet/Electrical Not Required - Left Position Grommet/Electrical Cut-Out Options - Center Position Grommet/Electrical Cut-Out Options - Center Position Grommet/Electrical Cut-Out Options - Center Position {71} M-Grommet Cover (Black), Cut-Out 3.25" x 1.875" (Accepts Global Monitor Arms) Grommet/Electrical Cut-Out Options - Right Position Grommet/Electrical Not Required - Right Position Custom Grommet Location (Application Drawing Required) Grommet/Electrical Not Required - Custom Grommet Location Commercial GSA Offering Non-GSA (Commercial Furniture Offering)	\$1,808.00	\$3,616.00	\$985.36	\$1,970.72

Line #	Image	Qty.	Product Number/Description	List Unit	List Ext	Sell Unit	Sell Ext
12		2	A3072S4R 29.69"d x 72"w x 29.5"h, Single Pedestal Desk, Full to Floor Box/Box/File Pedestal on Right, ADAPTABILITIES	\$1,808.00	\$3,616.00	\$985.36	\$1,970.72
			Material Type {19} M-Thermally Fused Laminate, High Performance (1" Thick)				
			Top Finish {20} 1-Noce Leggero NEL				
			Chassis/Base Finish {50} Adaptabilities Chassis Finish				
			Chassis/Base Finish - {F2} 2-Noce Leggero NEL				
			Keys {40} C-Keyed for Lock #405				
			Grommet/Electrical Cut-Out Options - Left Position Grommet/Electrical Not Required - Left Position				
			Grommet/Electrical Cut-Out Options - Center Position Grommet/Electrical Cut-Out Options - Center Position				
			Grommet/Electrical Cut-Out Options - Center Position {71} M-Grommet Cover (Black), Cut-Out 3.25" x 1.875" (Accepts Global Monitor Arms)				
			Grommet/Electrical Cut-Out Options - Right Position Grommet/Electrical Not Required - Right Position				
			Custom Grommet Location (Application Drawing Required) Grommet/Electrical Not Required - Custom Grommet Location				
			Commercial GSA Offering Non-GSA (Commercial Furniture Offering)				
13		1	A3672D4 ADAPTABILITIES - Full to Floor Double Pedestal Desk Standard with full to floor box/box/file on right pedestal and file/file on left pedestal. Pedestals lock. On box/box/file pedestal, lower box drawer and file drawer lock. One pencil tray. Shipped assembled in 1 carton.	\$2,335.00	\$2,335.00	\$1,272.58	\$1,272.58
			19-Laminate Type 1" Thermally Fused Laminate Tops (TFL)				
			20-Finish Selection Noce Leggero NEL				
			40-Keys Random Key Standard				
			45-Edging 1" Top, Standard Flat Edge				
			50-Base Selection Noce Leggero NEL				
			70-Grommet Left/Collator No Standard Grommet at Left (FOG1)				
			71-Grommets Centre Additional Grommet Centre (FOG2)				
			72-Grommet Right No Standard Grommet at Right (FOG3)				
			73-Grommet Custom No Customer Specified Grommet				
14		1	A3072D4 ADAPTABILITIES - Full to Floor Double Pedestal Desk Standard with full to floor box/box/file on right pedestal and file/file on left pedestal. Pedestals lock. On box/box/file pedestal, lower box drawer and file drawer lock. One pencil tray. Shipped assembled in 1 carton.	\$2,335.00	\$2,335.00	\$1,272.58	\$1,272.58
			19-Laminate Type 1" Thermally Fused Laminate Tops (TFL)				
			20-Finish Selection Noce Leggero NEL				
			40-Keys Random Key Standard				
			45-Edging 1" Top, Standard Flat Edge				
			50-Base Selection Noce Leggero NEL				
			70-Grommet Left/Collator No Standard Grommet at Left (FOG1)				
			71-Grommets Centre Additional Grommet Centre (FOG2)				
			72-Grommet Right No Standard Grommet at Right (FOG3)				
			73-Grommet Custom No Customer Specified Grommet				
15		3	A3636TBC 15"d x 36"w x 36"h, Bookcases, Table Top w/2 adj shelves, Use on 36"W Lat. File or Storage Cabinet, ADAPTABILITIES	\$759.00	\$2,277.00	\$413.66	\$1,240.98
			Top Finish {20} Laminate Top Finish				
			Top Finish {F1} 1-Noce Leggero NEL				
			Chassis/Base Finish {50} Adaptabilities Chassis Finish				
			Chassis/Base Finish - {F2} 2-Noce Leggero NEL				
			Custom Grommet Location (Application Drawing Required) Grommet/Electrical Not Required - Custom Grommet Location				
			Commercial GSA Offering Non-GSA (Commercial Furniture Offering)				
16		3	A2036SC 20"d x 36"w x 29.5"h, Storage Cabinet w/hinged doors and 1 adjustable shelf, ADAPTABILITIES	\$991.00	\$2,973.00	\$540.10	\$1,620.30
			Material Type {19} M-Thermally Fused Laminate, High Performance (1" Thick)				
			Top Finish {20} 1-Noce Leggero NEL				
			Chassis/Base Finish {50} Adaptabilities Chassis Finish				
			Chassis/Base Finish - {F2} 2-Noce Leggero NEL				
			Handle Finish {80} M-Silver SIL				
			Keys {40} C-Keyed for Lock #404				
			Grommet/Electrical Cut-Out Options - Left Position Grommet/Electrical Not Required - Left Position				
			Grommet/Electrical Cut-Out Options - Center Position Grommet/Electrical Not Required - Center Position				
			Grommet/Electrical Cut-Out Options - Right Position Grommet/Electrical Not Required - Right Position				
			Custom Grommet Location (Application Drawing Required) Grommet/Electrical Not Required - Custom Grommet Location				
			Commercial GSA Offering Non-GSA (Commercial Furniture Offering)				
			Total for Group:		\$26,874.00		\$14,646.39

GUEST CHAIRS

17		14	4076 ISLANDS, Armchair, Wood Slat (Horizontal) Back , Std 4 Legged Wood Frame, Does not Stack, GLOBAL SEATING USA	\$1,059.00	\$14,826.00	\$577.16	\$8,080.24
			Textile {10 10} Grade 02				

Line #	Image	Qty.	Product Number/Description	List Unit	List Ext	Sell Unit	Sell Ext
			Grade 02 Textile {GR} Vitality (Morbern)				
			Vitality (Mordern) {FR} 1-Black Velvet				
			Frame Finish {20} F-Noce Leggero, Wood Frame NEM				
			Commercial or GSA Offering Non-GSA (Commercial Furniture Offering)				
Total for Group:					\$14,826.00		\$8,080.24

TABLES


18		4	GSB19 18.5" x 28"h, Square Plate Base, Seated Height, Plate Base w/ 3" Dia x 27.5"h Column, Fully Assembled, 1/2" Adj. Glides, Use w/ Either GxBTP24,30, 36 or GRxxNTP or GRxxTP Tops, SWAP, TABLES	\$1,087.00	\$4,348.00	\$592.42	\$2,369.68
			Base Finish {50} SWAP Base Finish				
			Base Finish {F2} 2-Chrome CHM				
			Commercial GSA Offering Non-GSA (Commercial Furniture Offering)				
19		4	GSBTP30 30"d x 30"w x 1"h, TFL, Flat Edge, Square, Top Only, 1 Base Required, Use w/ Either GRB22, GRB22H26, GRB22H35, GRB22H41 or GSB19, GSB19H26, GSB19H35, GSB19H41 Base, SWAP, TABLES	\$293.00	\$1,172.00	\$159.69	\$638.76
			Laminate Top Type {30} (STD) Thermally Fused Laminate, High Performance (1" Thick)				
			Laminate Top Finish {20} SWAP Laminate Top Finish				
			Laminate Top Finish {F1} 1-Noce Leggero NEL				
			Edge Type {45} F-2mm Flat Edge (Standard)				
			Standard Edge Finish {46} M-Noce Leggero, Edge NEL				
			Commercial GSA Offering Non-GSA (Commercial Furniture Offering)				
Total for Group:					\$5,520.00		\$3,008.44

RECEPTION


COFFEE TABLE

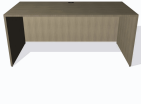
20		1	GC36317 CALIDON, 48"w x 24"d x 17.25"h, Rectangular Coffee Table, GLOBALcare	\$1,123.00	\$1,123.00	\$612.04	\$612.04
			Top Finish {19} M-Thermally Fused Laminate				
			Top Finish {20} 1-Noce Leggero NEL				
			Leg Finish {50} 2-Noce Leggero, Frame NEM				
			Commercial or GSA Offering Non-GSA (Commercial Furniture Offering)				
Total for Group:					\$1,123.00		\$612.04

CREDENZA

21		1	Z722036BD ZIRA - Buffet with 4 Doors. Buffet features two drawers and four doors with lock. Two fixed height adjustable shelves. Shipped assembled in 1 carton.. Buffet features two drawers and four doors with lock. Two fixed height adjustable shelves. Shipped assembled in 1 carton.	\$3,632.00	\$3,632.00	\$1,979.44	\$1,979.44
			19-Laminate Type 1" Thermally Fused Laminate Tops (TFL)				
			20-Finish Selection Noce Leggero NEL				
			40-Keys Keyed for Lock #W404				
			45-Edging 1" Top, Standard Edge A3				
			50-Base Selection Noce Leggero NEL				
			80-Handles/Locks/Legs Flared Handle - Silver				
			85-GLAZE STANDARD NO GLAZE				
Total for Group:					\$3,632.00		\$1,979.44

DESKING

22		1	A2448R4 24"d x 48"w x 29.5"h, Full to Floor Flush Return w/File/File Pedestal on Right, ADAPTABILITIES	\$1,347.00	\$1,347.00	\$734.12	\$734.12
			Material Type {19} M-Thermally Fused Laminate, High Performance (1" Thick)				
			Top Finish {20} 1-Noce Leggero NEL				
			Chassis/Base Finish {50} Adaptabilities Chassis Finish				
			Chassis/Base Finish - {F2} 2-Noce Leggero NEL				
			Keys {40} C-Keyed for Lock #401				
			Grommet/Electrical Cut-Out Options - Left Position Grommet/Electrical Not Required - Left Position				
			Grommet Cut-Out Options - (STD) Center Position Grommet Cover (Black), Cut-Out 3.25" x 1.875" (STD) Center Position				
			Grommet/Electrical Cut-Out Options - Right Position Grommet/Electrical Not Required - Right Position				
			Custom Grommet Location (Application Drawing Required) Grommet/Electrical Not Required - Custom Grommet Location				
			Commercial GSA Offering Non-GSA (Commercial Furniture Offering)				


Line #	Image	Qty.	Product Number/Description	List Unit	List Ext	Sell Unit	Sell Ext
23		1	A3066T 29.69"d x 66"w x 29.5"h, Freestanding Tables W 2 Full End Panels, ADAPTABILITIES	\$1,016.00	\$1,016.00	\$553.72	\$553.72
			Material Type {19} M-Thermally Fused Laminate, High Performance (1" Thick)				
			Top Finish {20} 1-Noce Leggero NEL				
			Chassis/Base Finish {50} Adaptabilities Chassis Finish				
			Chassis/Base Finish - {F2} 2-Noce Leggero NEL				
			Modesty Height Options {MP} M-Full Modesty Panel (1" A.F.F)				
			Grommet/Electrical Cut-Out Options - Left Position Grommet/Electrical Not Required - Left Position				
			Grommet Cut-Out Options - (STD) Center Position Grommet Cover (Black), Cut-Out 3.25" x 1.875" (STD) Center Position				
			Grommet/Electrical Cut-Out Options - Right Position Grommet/Electrical Not Required - Right Position				
			Custom Grommet Location (Application Drawing Required) Grommet/Electrical Not Required - Custom Grommet Location				
			Commercial GSA Offering Non-GSA (Commercial Furniture Offering)				
			Total for Group:		\$2,363.00		\$1,287.84

LOUNGE CHAIR



24		1	GC36308 CALIDON, 27.5"w x 29.5"d x 33.5"h, Fully Upholstered Wood Lounge Single Seat, GLOBALcare	\$2,021.00	\$2,021.00	\$1,101.45	\$1,101.45
			Back and Arm Textile {10 04} Grade 02				
			Grade 02 Textile {GR} Vitality (Morbern)				
			Vitality (Morbern) {FR} 1-Black Velvet				
			Seat Textile {10 10} Grade 02				
			Grade 02 Textile {GR} Vitality (Morbern)				
			Vitality (Morbern) {FR} 2-Black Velvet				
			Armcap and Frame Finish {19} M-No Armcap				
			Leg Finish {20} M-Noce Leggero, Frame NEM				
			Glide Type {65} M-(STD) Non-Marking Glide				
			Sealed Seam Back {01} M-No Sealed Seams				
			Seat Seams {02} M-No Sealed Seams				
			Moisture Barrier {70} M-No Moisture Barrier				
			Power Position and Finish {63} M-No Power				
			Commercial or GSA Offering Non-GSA (Commercial Furniture Offering)				
			Total for Group:		\$2,021.00		\$1,101.45

SHARED- ACADEMIC COACH

DESKING



25		1	A3072D4 ADAPTABILITIES - Full to Floor Double Pedestal Desk Standard with full to floor box/box/file on right pedestal and file/file on left pedestal. Pedestals lock. On box/box/file pedestal, lower box drawer and file drawer lock. One pencil tray. Shipped assembled in 1 carton.	\$2,335.00	\$2,335.00	\$1,272.58	\$1,272.58
			19-Laminate Type 1" Thermally Fused Laminate Tops (TFL)				
			20-Finish Selection Noce Leggero NEL				
			40-Keys Random Key Standard				
			45-Edging 1" Top, Standard Flat Edge				
			50-Base Selection Noce Leggero NEL				
			70-Grommet Left/Collator No Standard Grommet at Left (FOG1)				
			71-Grommets Centre Additional Grommet Centre (FOG2)				
			72-Grommet Right No Standard Grommet at Right (FOG3)				
			73-Grommet Custom No Customer Specified Grommet				
			Total for Group:		\$2,335.00		\$1,272.58

STORAGE

26		2	A3636TBC 15"d x 36"w x 36"h, Bookcases, Table Top w/2 adj shelves, Use on 36"W Lat. File or Storage Cabinet, ADAPTABILITIES	\$759.00	\$1,518.00	\$413.66	\$827.32
			Top Finish {20} Laminate Top Finish				
			Top Finish {F1} 1-Noce Leggero NEL				
			Chassis/Base Finish {50} Adaptabilities Chassis Finish				
			Chassis/Base Finish - {F2} 2-Noce Leggero NEL				
			Custom Grommet Location (Application Drawing Required) Grommet/Electrical Not Required - Custom Grommet Location				
			Commercial GSA Offering Non-GSA (Commercial Furniture Offering)				
27		2	A2036SC 20"d x 36"w x 29.5"h, Storage Cabinet w/hinged doors and 1 adjustable shelf, ADAPTABILITIES	\$991.00	\$1,982.00	\$540.10	\$1,080.20
			Material Type {19} M-Thermally Fused Laminate, High Performance (1" Thick)				
			Top Finish {20} 1-Noce Leggero NEL				
			Chassis/Base Finish {50} Adaptabilities Chassis Finish				
			Chassis/Base Finish - {F2} 2-Noce Leggero NEL				

Line #	Image	Qty.	Product Number/Description	List Unit	List Ext	Sell Unit	Sell Ext
			Handle Finish {80} M-Silver SIL				
			Keys {40} C-Keyed for Lock #404				
			Grommet/Electrical Cut-Out Options - Left Position Grommet/Electrical Not Required - Left Position				
			Grommet/Electrical Cut-Out Options - Center Position Grommet/Electrical Not Required - Center Position				
			Grommet/Electrical Cut-Out Options - Right Position Grommet/Electrical Not Required - Right Position				
			Custom Grommet Location (Application Drawing Required) Grommet/Electrical Not Required - Custom Grommet Location				
			Commercial GSA Offering Non-GSA (Commercial Furniture Offering)				
			Total for Group:		\$3,500.00		\$1,907.52

TABLES

28		4	66640 GANGING DEVICE FOR Training Tables	\$31.86	\$127.44	\$19.59	\$78.36
29		4	90316-7938-7938 Height Adjustable Flipper 60x24 Table w/Grommet - Each features a 1" thick HPL Top Surface and Matching Edgeband - Black Base - 2.	\$830.43	\$3,321.72	\$510.71	\$2,042.84
			New Age Oak Laminate and Edge Black Base				
			Total for Group:		\$3,449.16		\$2,121.20

SHARED- CLINIC


BEDS

30		2	1201 USA Capitol First Aid Couch	\$2,685.00	\$5,370.00	\$1,221.68	\$2,443.36
			Black Black				
			Total for Group:		\$5,370.00		\$2,443.36


DESKING

31		1	A2448S4R 24"d x 48"w x 29.5"h, Full to Floor Single Ped, Right, Full/Floor Box/Box/File Pedestal on Right, ADAPTABILITIES	\$1,456.00	\$1,456.00	\$793.52	\$793.52
			Material Type {19} M-Thermally Fused Laminate, High Performance (1" Thick)				
			Top Finish {20} 1-Noce Leggero NEL				
			Chassis/Base Finish {50} Adaptabilities Chassis Finish				
			Chassis/Base Finish - {F2} 2-Noce Leggero NEL				
			Keys {40} C-Keyed for Lock #402				
			Grommet/Electrical Cut-Out Options - Left Position Grommet/Electrical Not Required - Left Position				
			Grommet/Electrical Cut-Out Options - Center Position Grommet/Electrical Cut-Out Options - Center Position				
			Grommet/Electrical Cut-Out Options - Center Position {71} M-Grommet Cover (Black), Cut-Out 3.25" x 1.875" (Accepts Global Monitor Arms)				
			Grommet/Electrical Cut-Out Options - Right Position Grommet/Electrical Not Required - Right Position				
			Custom Grommet Location (Application Drawing Required) Grommet/Electrical Not Required - Custom Grommet Location				
			Commercial GSA Offering Non-GSA (Commercial Furniture Offering)				
			Total for Group:		\$1,456.00		\$793.52

GUEST CHAIRS


32		2	6711 POPCORN, Wall Saver, Polypropylene Back & Seat, Armless, Std Sled Chrome Frame, Std Without Glides, Stacks 10 High on Floor, 34 high on Dolly, GLOBAL SEATING USA	\$228.00	\$456.00	\$124.26	\$248.52
			Plastic Finish {20} Plastic Back / Seat Selections				
			Plastic Finish {F1} 1-Night BLK				
			Frame Finish {*1} F-Chrome Frame CHM				
			Glide Type {65} M- (STD) With Out Glides				
			Packaging Type {75} M-(STD) RTA Code in Pricebook per Model				
			Commercial or GSA Offering Non-GSA (Commercial Furniture Offering)				
			Total for Group:		\$456.00		\$248.52

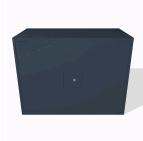
STOOL

33		1	1105 FILE BUDDY, Backless Stool, 5" Pneumatic Cylinder, 14" Dia. Seat, Std 20" Molded Black Base, Std 2" Dual Wheel Carpet Casters, GLOBAL SEATING USA	\$447.00	\$447.00	\$243.62	\$243.62
			Textile {10 10} Grade 02				

Line #	Image	Qty.	Product Number/Description	List Unit	List Ext	Sell Unit	Sell Ext
			Grade 02 Textile {GR} Vitality (Morbern)				
			Vitality (Mordern) {FR} 1-Black Velvet				
			Base Finish {50} M-(STD) Molded Black Base BLK				
			Cylinder Type {85} M-5" Range Lower Seat Height				
			Caster Type or Glide Type {60} C-(STD) Black, 2" Dual Wheel Caster				
			Total for Group:		\$447.00		\$243.62

STORAGE

34		1	AMPBF22 22.6"d x 16"w x 22"h, Pedestals, Mobile w/1 Box/1 File + front locking casters, ADAPTABILITIES	\$1,016.00	\$1,016.00	\$553.72	\$553.72
			Material Type {19} M-Thermally Fused Laminate, High Performance (1" Thick)				
			Top Finish {20} 1-Noce Leggero NEL				
			Chassis/Base Finish {50} Adaptabilities Chassis Finish				
			Chassis/Base Finish - {F2} 2-Noce Leggero NEL				
			Handle Option - (STD) Side Pull Side Pull (STD)				
			Keys {40} C-Keyed for Lock #401				
			Commercial GSA Offering Non-GSA (Commercial Furniture Offering)				


35		1	9336-2S1 18"d x 36"w x 27.12"h, 2 Door, 1 Fixed Non-Slotted Shelf, 9300 SERIES, UNIVERSAL FILING	\$609.00	\$609.00	\$331.91	\$331.91
			Metal File Case & Storage Front Paint Finishes Metal File Case & Storage Front Paint Finishes (Global Standard Paint Finishes)				
			Global Standard Paint Finishes {20} Global Standard Colors				
			Global Standard Finishes {F1} 1-Charcoal CHR				
			Lock Option {40} C-Keyed For Lock #W402				
			Commercial or GSA Offering Non-GSA (Commercial Furniture Offering)				
			Total for Group:		\$1,625.00		\$885.63

SHARED- ENTRY/ CORRIDOR

DISPLAY CASES


36		1	3174 80"H x 48"W x 16"D Spirit Lighted Display	\$4,877.00	\$4,877.00	\$3,375.69	\$3,375.69
			PLAQUE BACK				
			DARK BRONZE				
			BLACK				
			Total for Group:		\$4,877.00		\$3,375.69



TABLE

37		1	ENST3020 20"d x 30"w x 29"h, Students Table Desk, Top with Two H Legs and Levelers, EDVENTURE	\$543.00	\$543.00	\$295.94	\$295.94
			Laminate Top Type {30} (STD) Thermally Fused Laminate, High Performance (1" Thick)				
			Laminate Top Finish {20} Edventure Laminate Top Finish				
			Laminate Top Finish {F1} 1-Noce Leggero NEL				
			Top Edge Finish Edventure Top Edge Finish Options				
			Top Edge Finish {45} F-Noce Leggero, Edge NEL				
			Leg Finish {50} Edventure Leg Finish				
			Leg Finish {F2} 2-Black TBL				
			Custom Grommet/Electrical Location (Application Drawing Required) Cut-Out Not Required - Custom Grommet/Electrical Location				
			Commercial GSA Offering Non-GSA (Commercial Furniture Offering)				
			Total for Group:		\$543.00		\$295.94

WORK AREA

GUEST CHAIRS

38		8	6711 POPCORN, Wall Saver, Polypropylene Back & Seat, Armless, Std Sled Chrome Frame, Std Without Glides, Stacks 10 High on Floor, 34 high on Dolly, GLOBAL SEATING USA	\$228.00	\$1,824.00	\$124.26	\$994.08
			Plastic Finish {20} Plastic Back / Seat Selections				
			Plastic Finish {F1} 1-Night BLK				
			Frame Finish {*1} F-Chrome Frame CHM				
			Glide Type {65} M- (STD) With Out Glides				
			Packaging Type {75} M-(STD) RTA Code in Pricebook per Model				
			Commercial or GSA Offering Non-GSA (Commercial Furniture Offering)				
			Total for Group:		\$1,824.00		\$994.08

Line #	Image	Qty.	Product Number/Description	List Unit	List Ext	Sell Unit	Sell Ext
TABLES							
39		4	66640 GANGING DEVICE FOR Training Tables	\$31.86	\$127.44	\$19.59	\$78.36
40		5	90316-7938-7938 Height Adjustable Flipper 60x24 Table w/Grommet - Each features a 1" thick HPL Top Surface and Matching Edgeband - Black Base - 2. New Age Oak Laminate and Edge Black Base	\$830.43	\$4,152.15	\$510.71	\$2,553.55
Total for Group:					\$4,279.59		\$2,631.91
xFREIGHT							
<i>FREIGHT</i>							
41		1	EXT.FREIGHT FREIGHT- ghent	\$0.00	\$0.00	\$0.00	\$0.00
42		1	EXT.FREIGHT FREIGHT	\$0.00	\$0.00	\$0.00	\$0.00
Total for Group:					\$0.00		\$0.00
xLABOR							
<i>LABOR</i>							
43		1	EXT.LABINST External - Labor	\$0.00	\$0.00	\$0.00	\$0.00
Total for Group:					\$0.00		\$0.00
GRAND TOTAL:					\$92,685.49		\$51,651.31

DESIGN APPROVAL

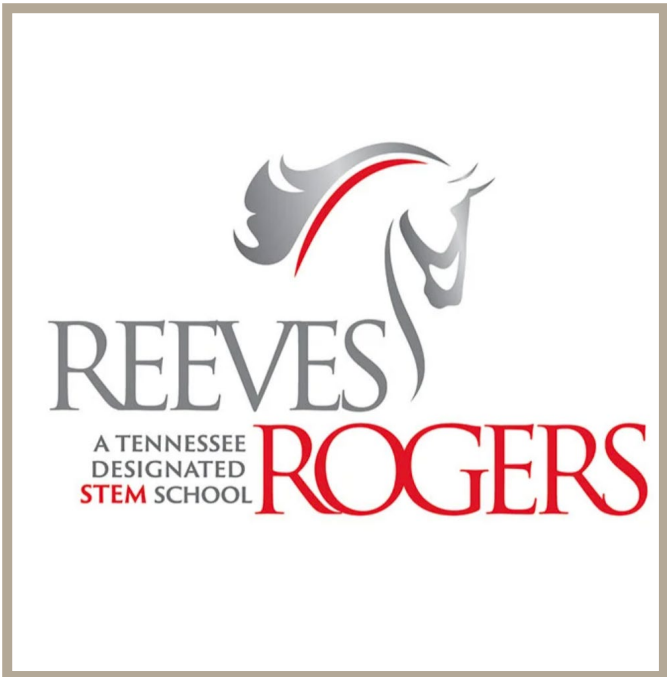
THANK YOU FOR THE OPPORTUNITY TO WORK ON YOUR PROJECT.
THIS PROPOSAL IS VALID FOR 30 DAYS FROM DATE ON THIS PAGE.
Client has reviewed product, quantity and finishes. Client agrees that the above proposal has been reviewed and is ready to be ordered when accompanied by a purchase order. Orders will not be placed until both the purchase order and design approval are received.

Please sign/date below.

ACCEPTED BY: _____

DATE ACCEPTED: _____

REQUESTED INSTALLATION DATE: _____



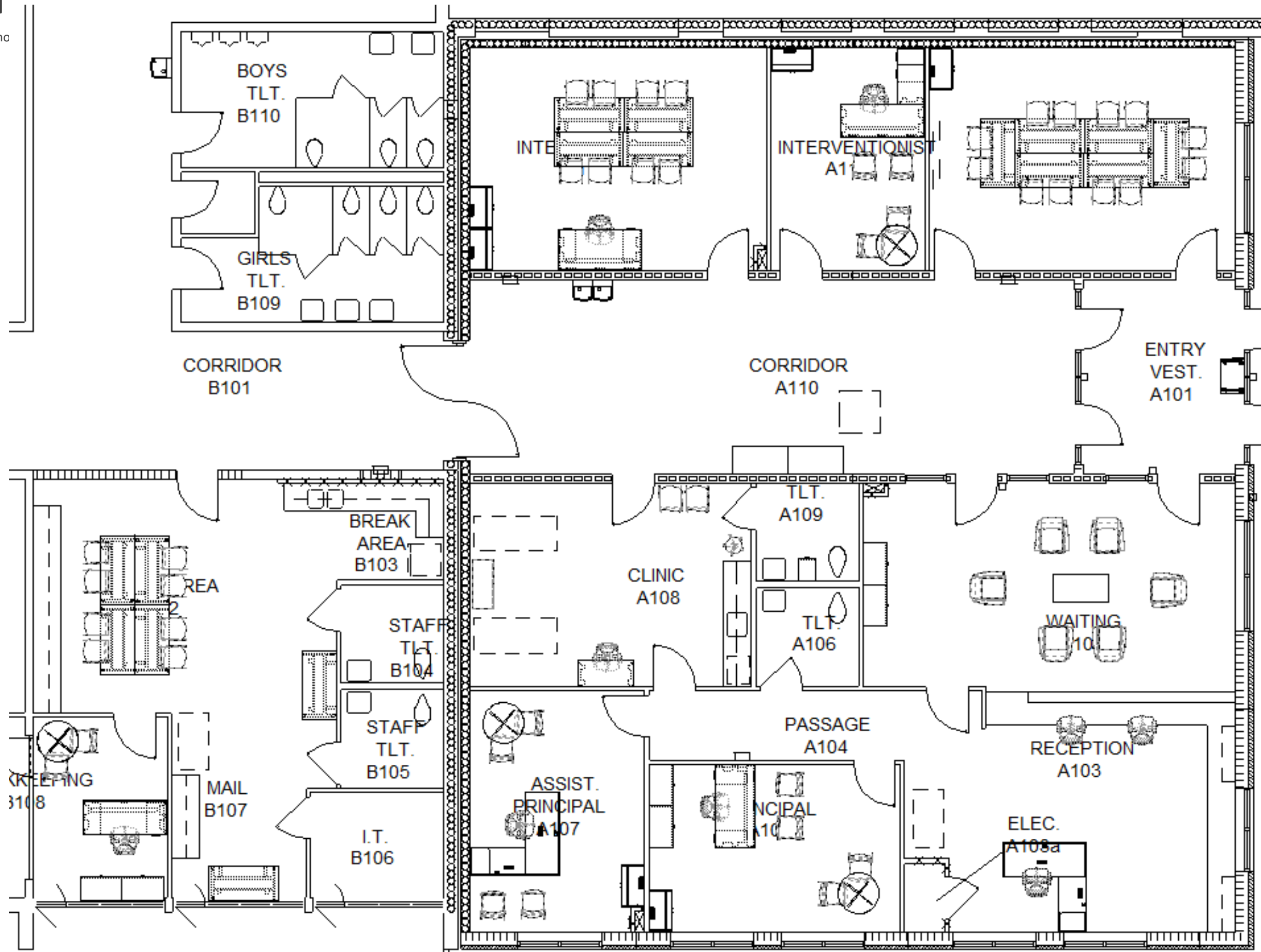
Furniture Selections

4.2.2025

ADAM COHEN

FLOORPLAN

Reeves Rogers Elementary Scho



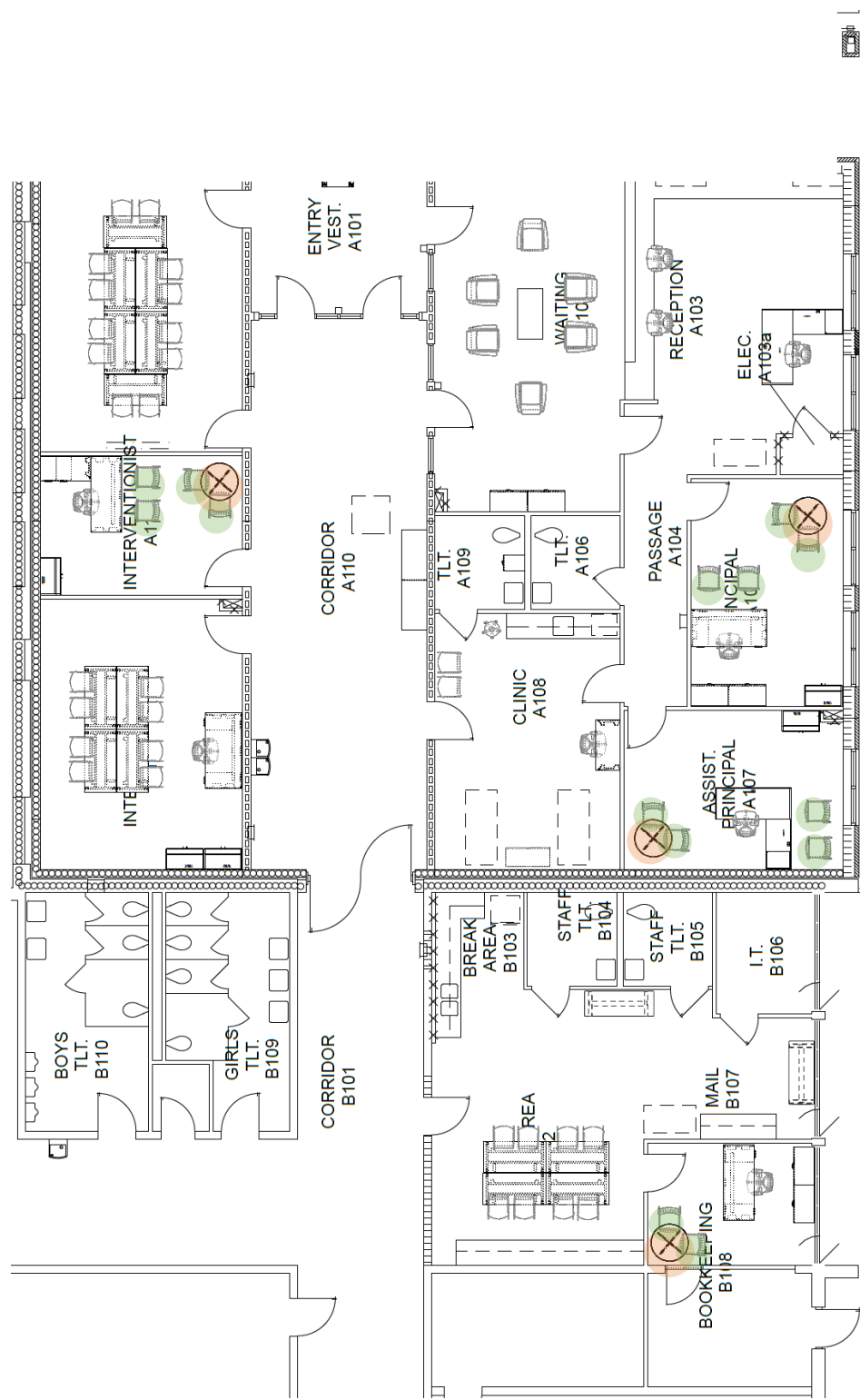
PRIVATE OFFICES

Reeves Rogers Elementary School



PRIVATE OFFICES

Reeves Rogers Elementary School



Acceptance of Product Selection



CH.02



MANUFACTURER

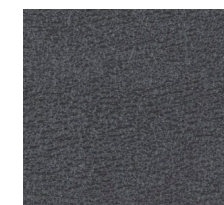
Global
Island

DIMENSIONS

24.5" w x 23.5" d x 32" h

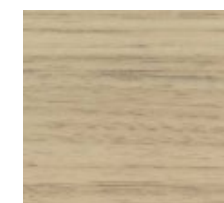
DETAILS

- Upholstered Seat and Back
- Wood Frame



Upholstery

Global
Vitality
Black



Frame

Global
Laminate
Noce Leggero



TB.01



MANUFACTURER

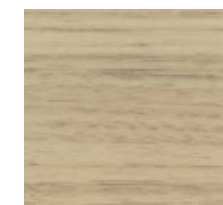
Global
Swap

DIMENSIONS

30" w x 30" d x 29" h

DETAILS

- Metal Base
- Laminate Surface
- 2mm Edge Band
- No Power



Surface

Global
Laminate
Noce Leggero

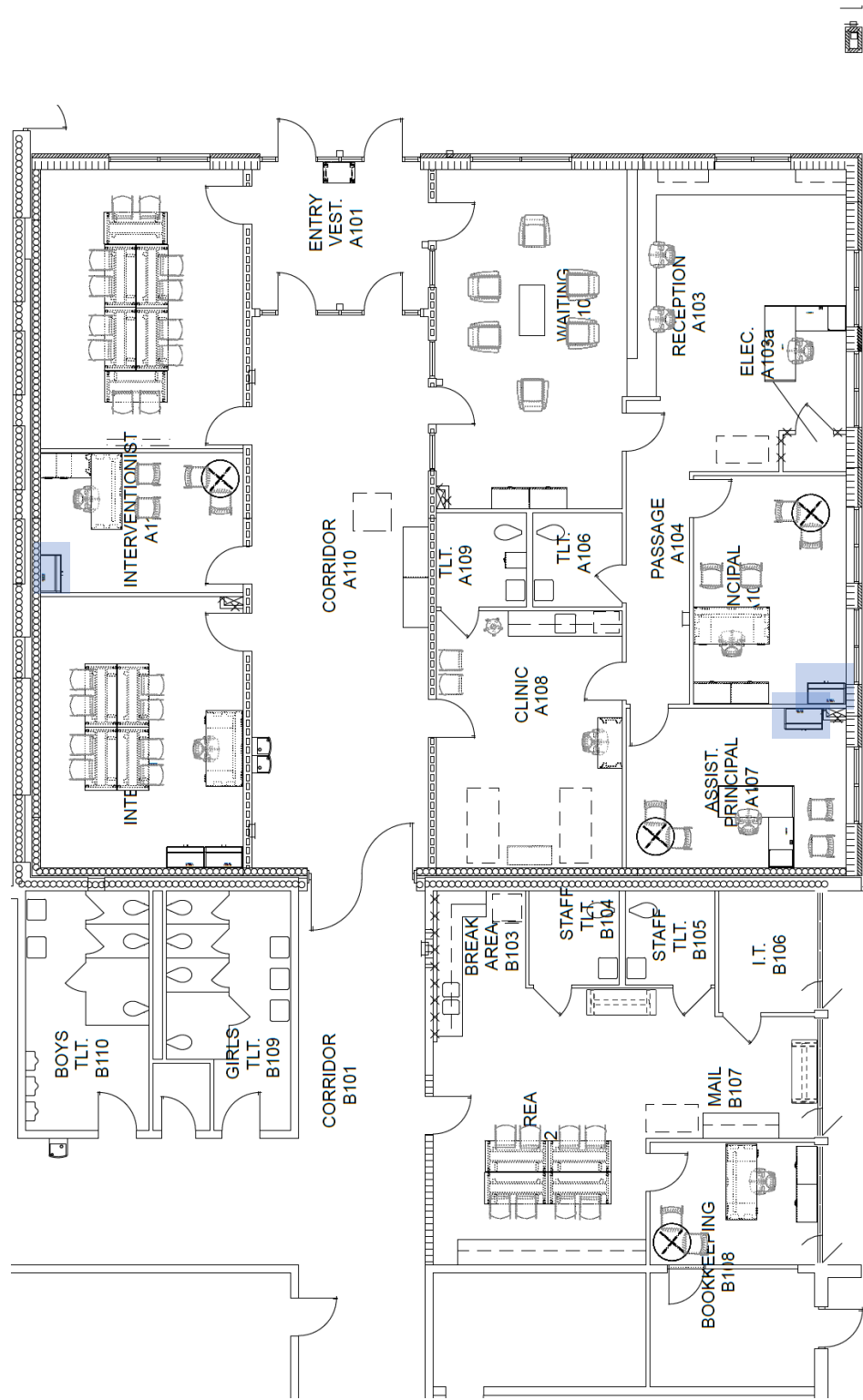


Base

Global
Metal
Chrome

PRIVATE OFFICES

Reeves Rogers Elementary School



Acceptance of Product Selection



ST.01

MANUFACTURER

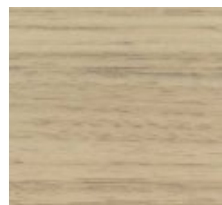
Global
Adaptabilities

DIMENSIONS

36" w x 20" d x 66" h

DETAILS

- Locking Hinged Cabinet Doors on bottom
- Hutch on top of Cabinet.
- 2 Fixed Shelves
- Flared Pulls



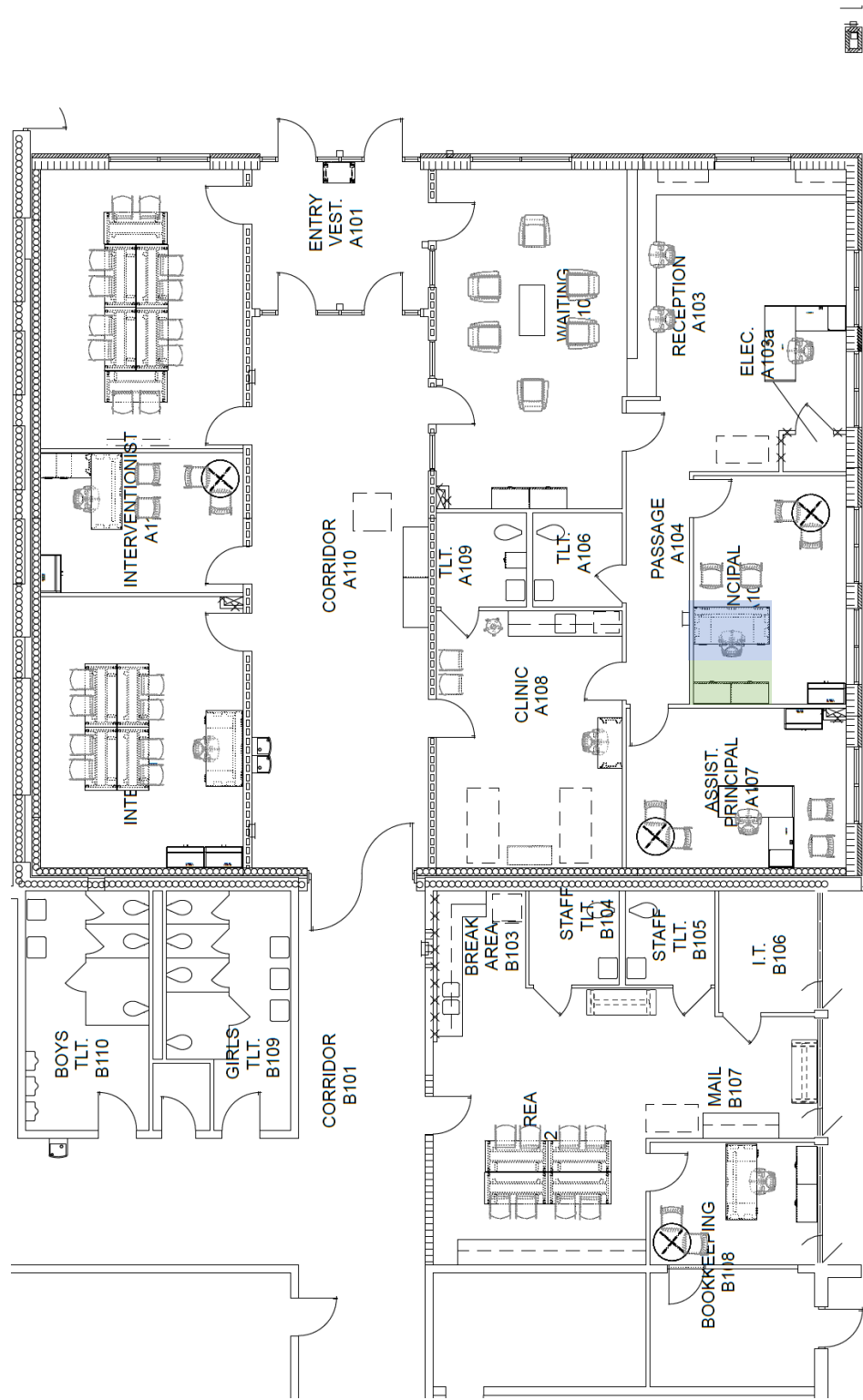
Finish
Global
Laminate
Noce Leggero



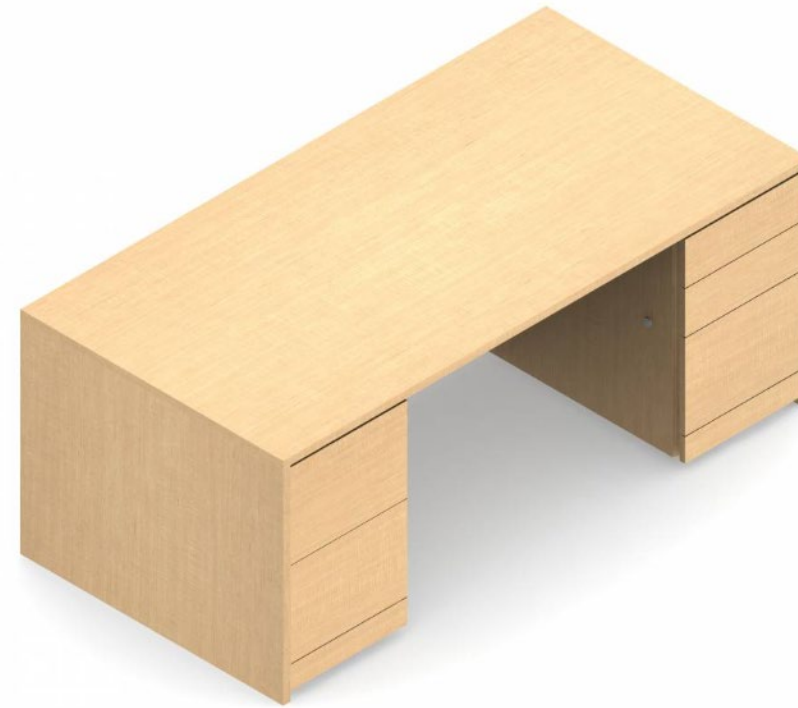
Handles
Global
Metal
Silver

PRIVATE OFFICES

Reeves Rogers Elementary School



Acceptance of Product Selection



PO.02

MANUFACTURER

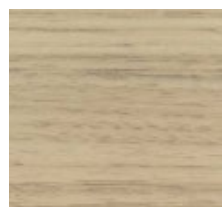
Global
Adaptabilities- A3672d4

DIMENSIONS

72" w x 36" d x 29.6" h

DETAILS

- File/File on Left
- Box/Box/File On Right
- Full Laminate Case
- Full Modesty
- Center Grommet



Finish
Global
Laminate
Noce Leggero



CR.03

MANUFACTURER

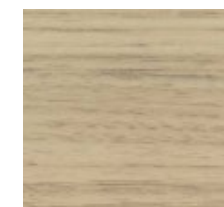
Global
Adaptabilities- A2072LS

DIMENSIONS

72" w x 20" d x 29.6" h

DETAILS

- File/File on Left
- Hinged Cabinet on Right
- Hutch with ENCLOSED doors(not shown)
- Locking
- Flared Pull
- Center Grommet
- Tackboard



Finish
Global
Laminate
Noce Leggero



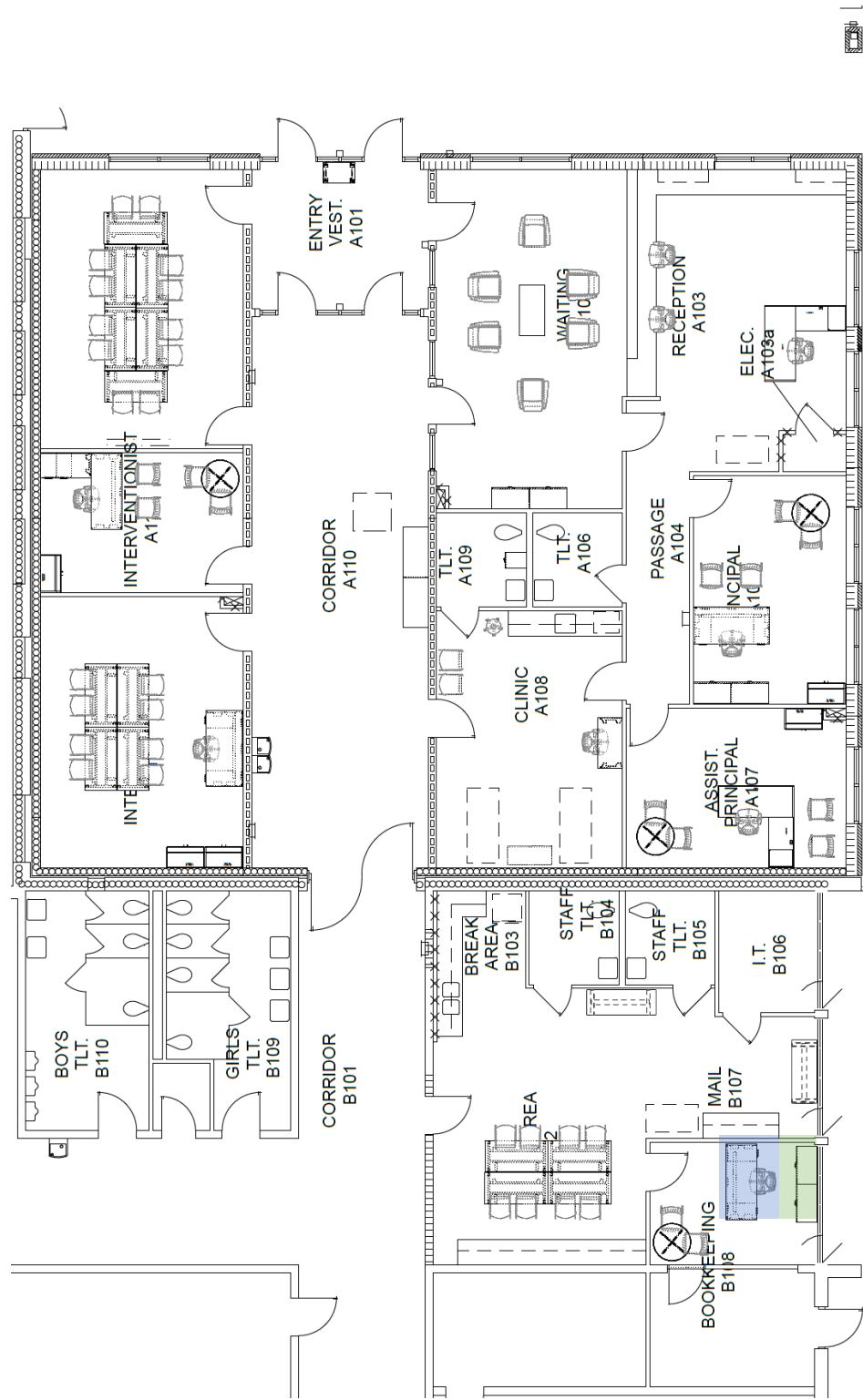
Tackboard
Global
Jenny
Charcoal



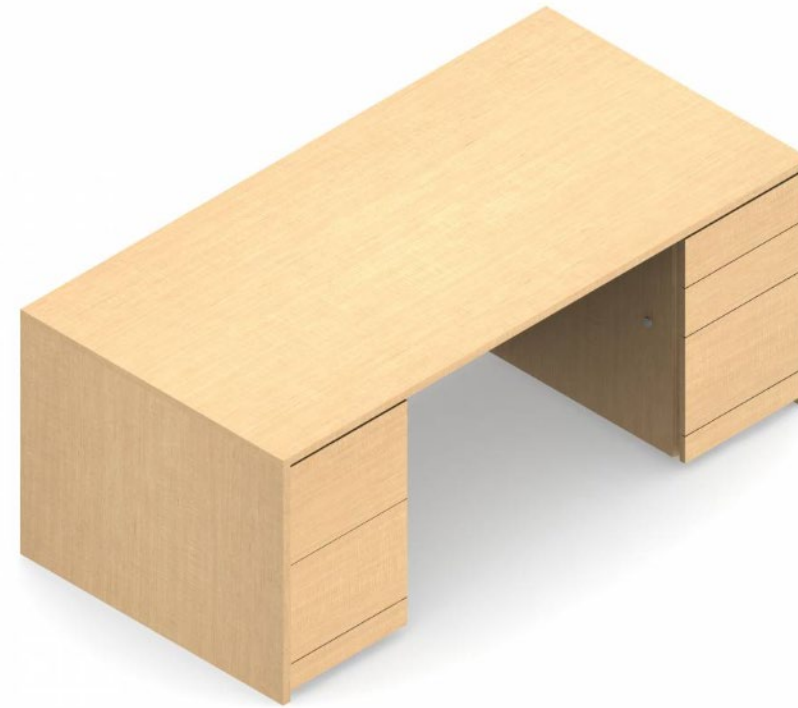
Handles
Global
Metal
Silver

PRIVATE OFFICES

Reeves Rogers Elementary School



Acceptance of Product Selection



PO.03

MANUFACTURER

Global
Adaptabilities- A3672d4

DIMENSIONS

66" w x 30" d x 29.6" h

DETAILS

- File/File on Left
- Box/Box/File On Right
- Full Laminate Case
- Full Modesty
- Center Grommet



Finish
Global
Laminate
Noce Leggero



CR.02

MANUFACTURER

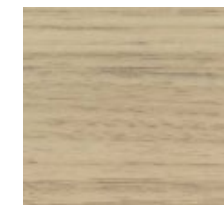
Global
Adaptabilities- A2466D4

DIMENSIONS

66" w x 20" d x 29.6" h

DETAILS

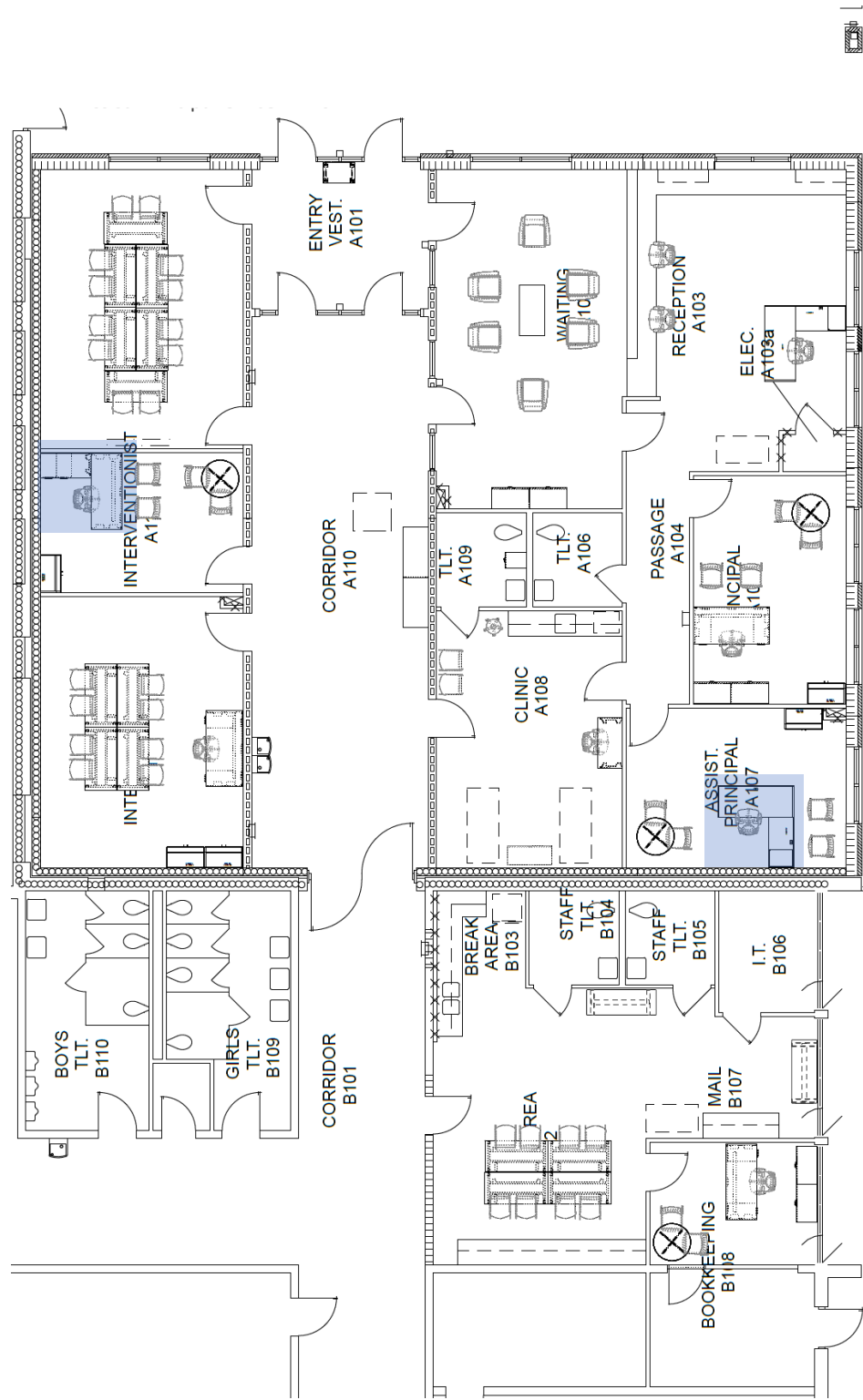
- File/File on Left
- Box/Box/File On Right
- Locking
- Center Grommet



Finish
Global
Laminate
Noce Leggero

PRIVATE OFFICES

Reeves Rogers Elementary School



Acceptance of Product Selection

PO.01

MANUFACTURER

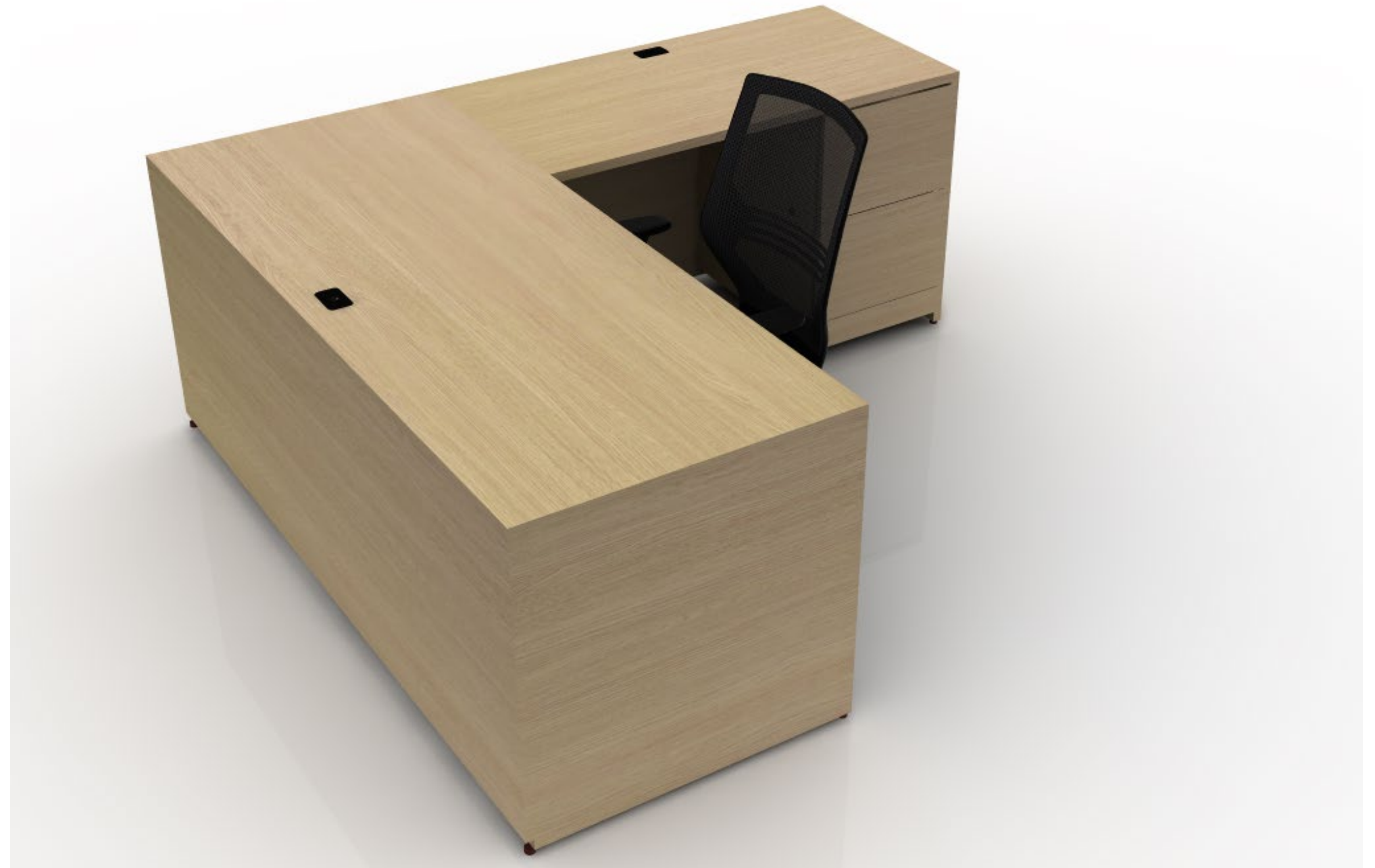
Global
Adaptabilities

DIMENSIONS

72" w x 78" d x 30" h

DETAILS

- 72" x 30" Main Desk
- 48" x 24" Return
- Locking Fixed Box/Box/File & File/File
- Center Grommet for Wire management



Finish
Global
Laminate
Noce Leggero

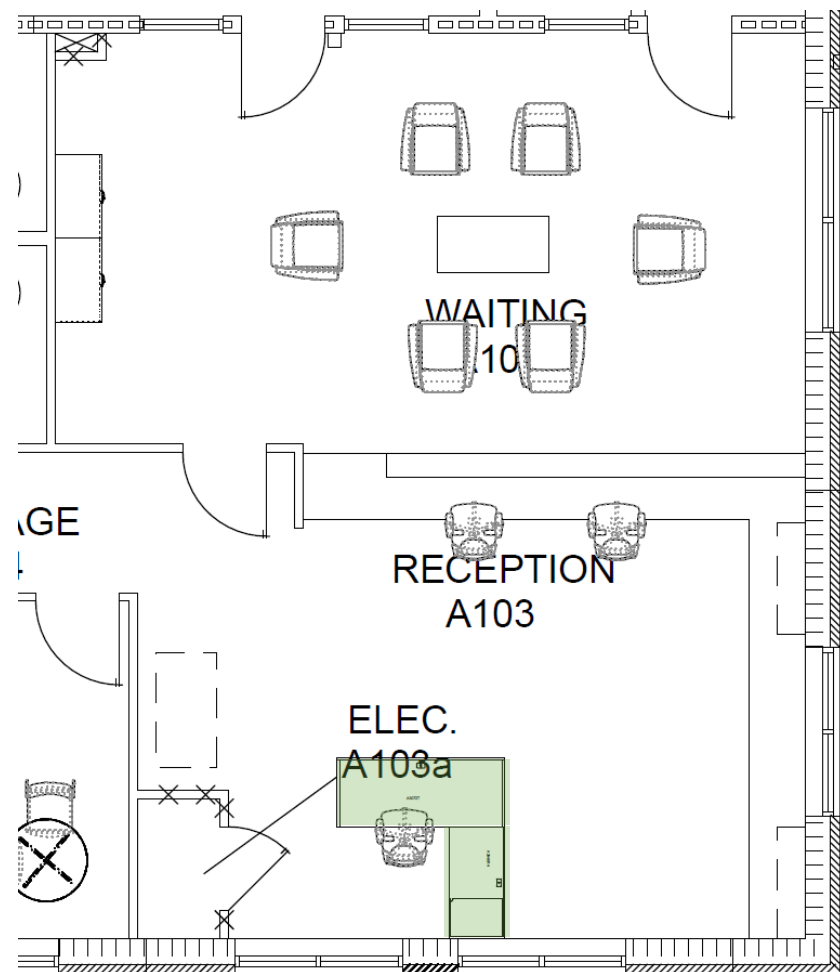
RECEPTION

Reeves Rogers Elementary School

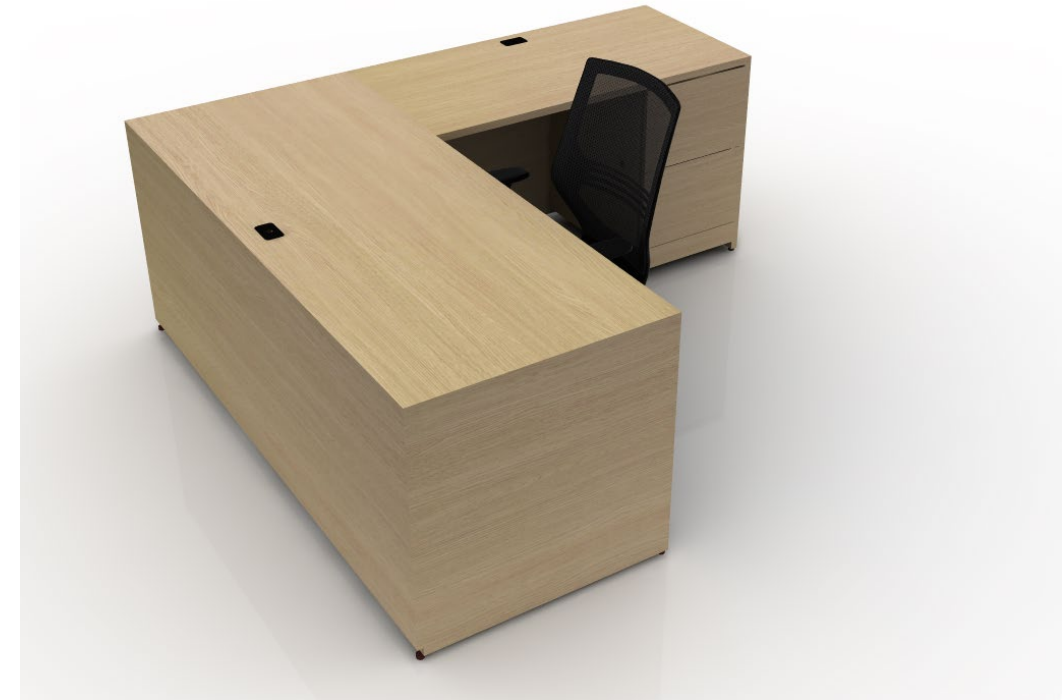


RECEPTION

Reeves Rogers Elementary School



Acceptance of Product Selection



PO.01



MANUFACTURER

Global

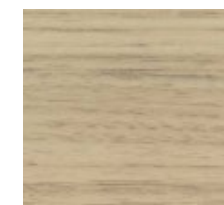
Adaptabilities

DIMENSIONS

72" w x 78" d x 29" h

DETAILS

- Laminate
- Full Modesty
- Center Grommet
- File/File



Finish

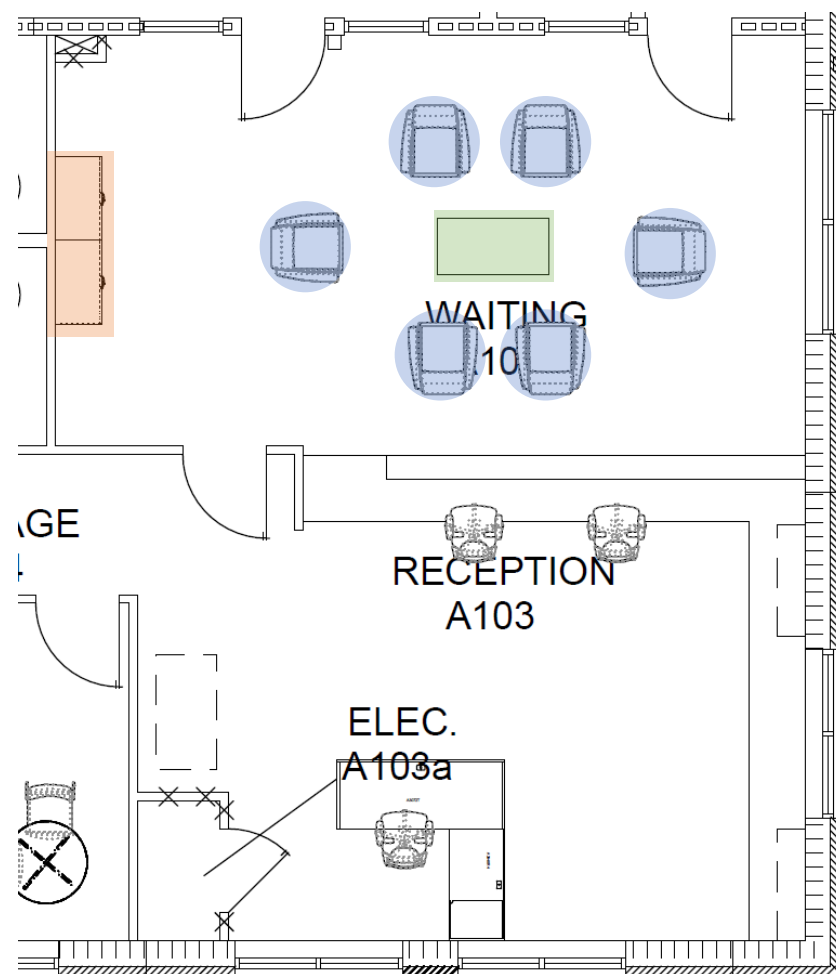
Global

Laminate

Noce Leggero

WAITING ROOM

Reeves Rogers Elementary School



Acceptance of Product Selection



CH.03 ●

MANUFACTURER

Global
Calidon Lounge Chair

DIMENSIONS

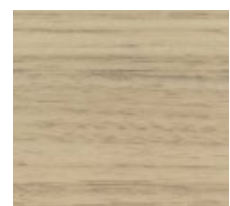
27.5" w x 29.5" d x 33.5" h

DETAILS

- Wooden Legs
- Single Upholstery
- Crumb Catcher
- Arms
- Non-Marking Glides



Upholstery
Global
Vitality
Black



Legs
Global
Wood
Noce Leggero



TB.02 ●

MANUFACTURER

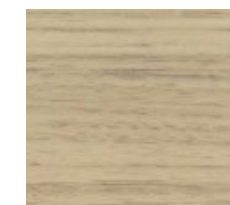
Global
Calidon Coffee Table

DIMENSIONS

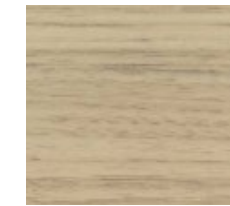
48" w x 24" d x 17.25" h

DETAILS

- Laminate
- 4 leg posts
- Additional support Stretcher



Surface
Global
Laminate
Noce Leggero



Base
Global
Laminate
Noce Leggero



ST.01 ●

MANUFACTURER

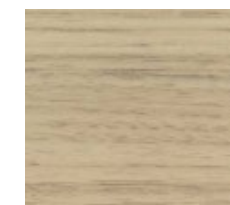
Global
Zira Credenza

DIMENSIONS

72" w x 20" d x 36" h

DETAILS

- Laminate Case
- Flared Pulls
- Hinged Doors
- Storage Drawers



Case
Global
Laminate
Noce Leggero



Handles
Global
Metal
Silver

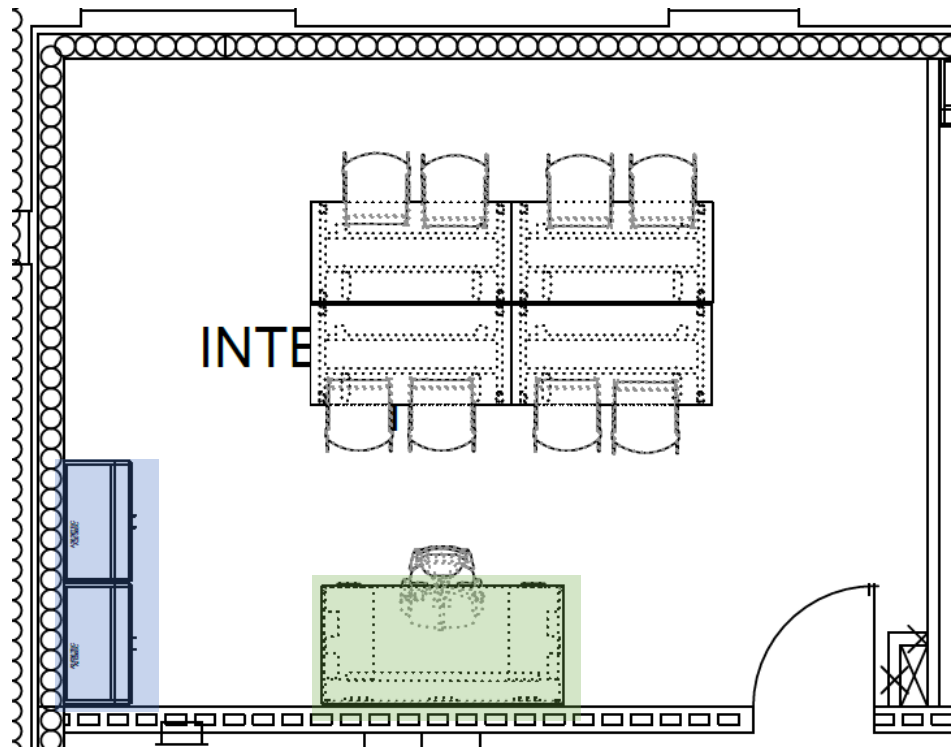
SHARED SPACES

Reeves Rogers Elementary School



ACADEMIC COACH

Reeves Rogers Elementary School



Acceptance of Product Selection



ST.02



MANUFACTURER

Global
Adaptabilities

DIMENSIONS

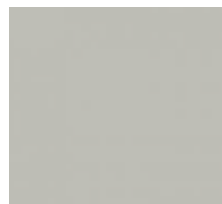
36" w x 20" d x 66" h

DETAILS

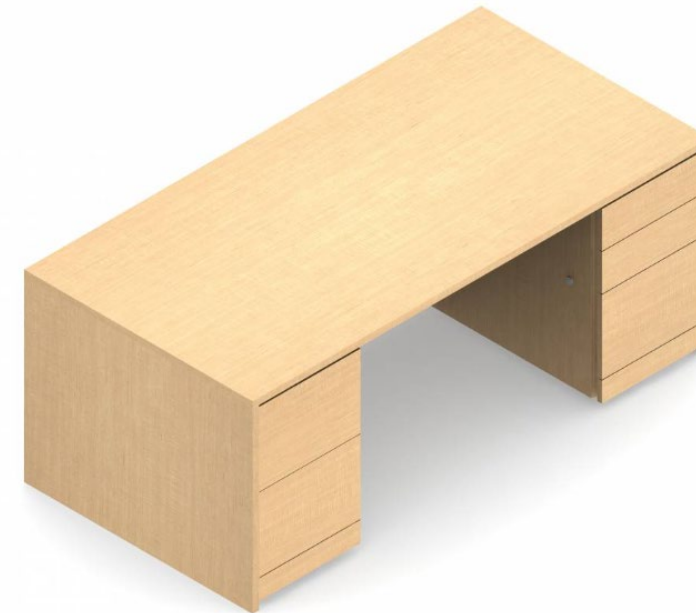
- Locking Hinged Cabinet Doors on bottom
- Hutch on top of Cabinet.
- 2 Fixed Shelves
- Flared Pulls



Finish
Global
Laminate
Noce Leggero



Handles
Global
Metal
Silver



PO.03



MANUFACTURER

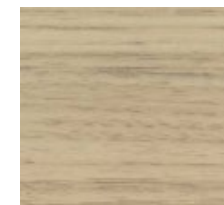
Global
Adaptabilities- A3672d4

DIMENSIONS

30" D x 66" W x 29" H

DETAILS

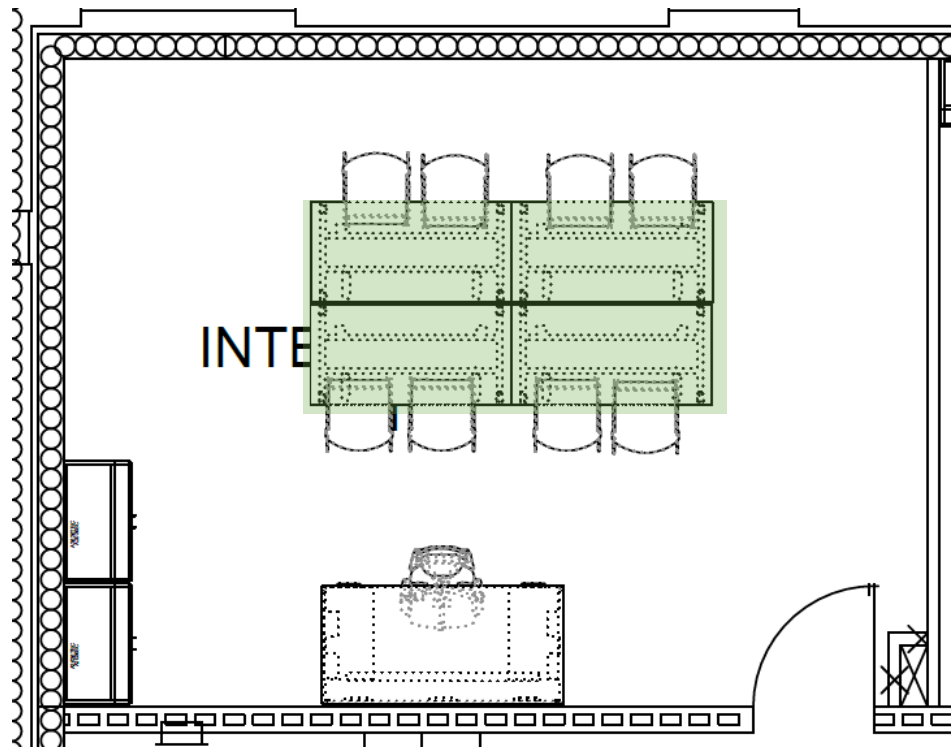
- File/File on Left
- Box/Box/File On Right
- Full Laminate Case
- Full Modesty
- Center Grommet



Finish
Global
Laminate
Noce Leggero

ACADEMIC COACH

Reeves Rogers Elementary School



Acceptance of Product Selection



TB.03



MANUFACTURER

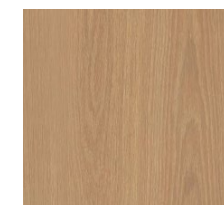
MooreCo
Height Adjustable Flipper Table

DIMENSIONS

60"W x 24"d x 30"H

DETAILS

- Hard Casters
- 3mm Edge
- Flip Nest



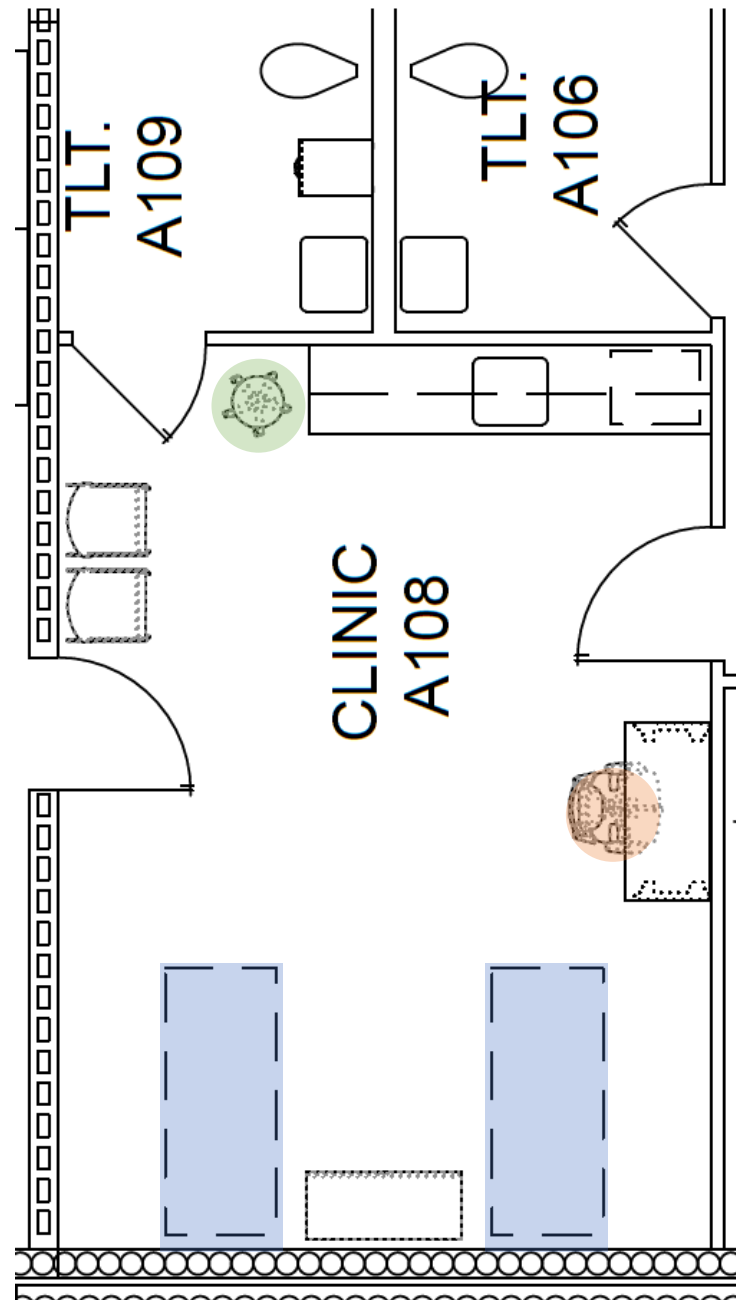
Worksurface
MooreCo
Laminate
New Age Oak



Frame
MooreCo
Metal
Black

CLINIC

Reeves Rogers Elementary School



Acceptance of Product Selection



CH.04 ●

MANUFACTURER
USA Capital
First Aid Couch

DIMENSIONS
72" w x 26" d x 22.25" h

- DETAILS**
- Detachable Pillow
 - Glides
 - Metal Frame

Upholstery
USA Capital
Vinyl
Black

Frame
USA Capital
Metal
Black



CH.05 ●

MANUFACTURER
Global
File Buddy

DIMENSIONS
14" w x 14" d x 18.5"

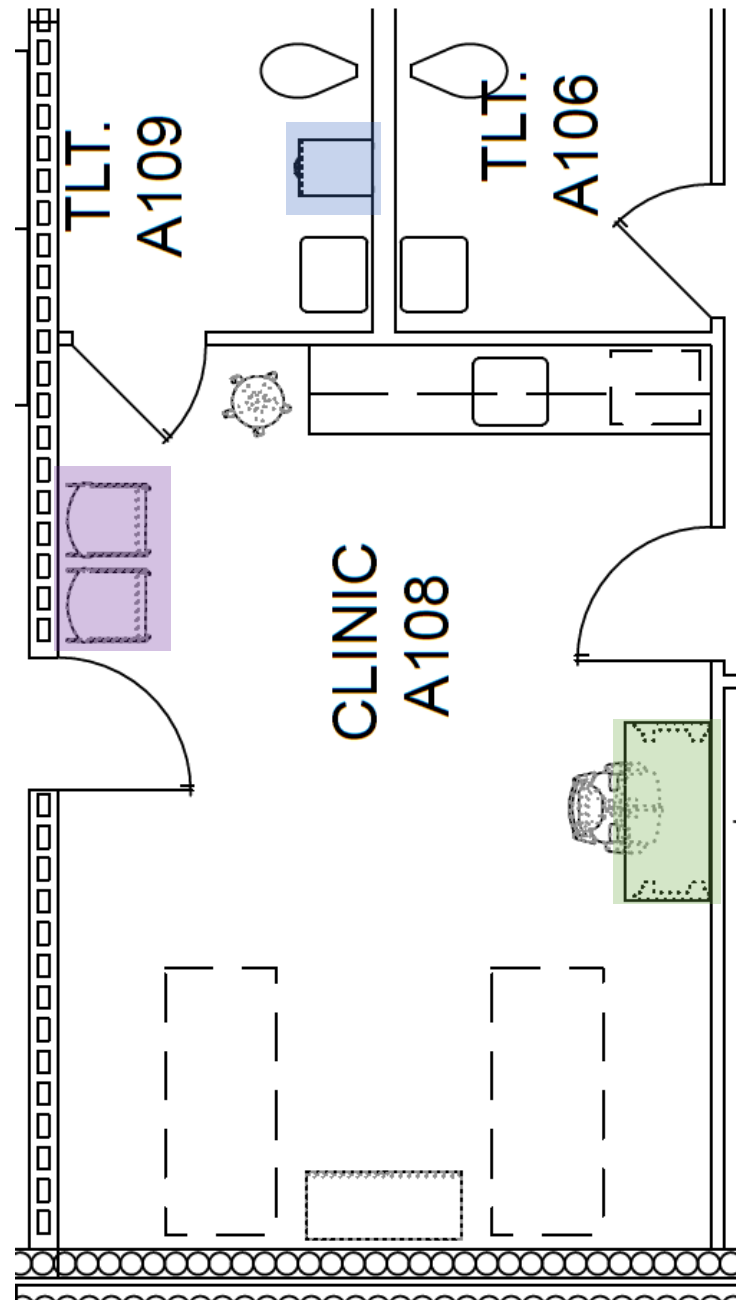
- DETAILS**
- Hard Floor Caster
 - Height Adjustable with 5" Cylinder

Upholstery
Global
Black Velvet?

Frame
Global
Plastic
Black

CLINIC

Reeves Rogers Elementary School



Acceptance of Product Selection



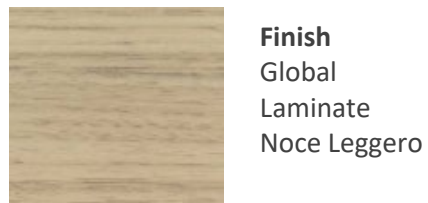
MB.01 ●

MANUFACTURER
Global
Adaptabilities Pedestal

DIMENSIONS
16" w x 19" d x 28" h

DETAILS

- Mobile Box/File
- Locking



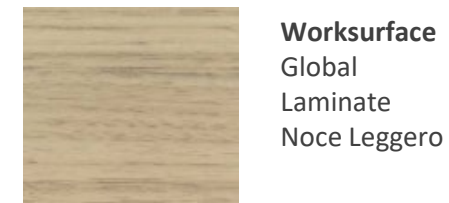
TB.07 ●

MANUFACTURER
Global
Adaptabilities- A2448S4R

DIMENSIONS
24" D x 48" W x 29" H

DETAILS

- Box/Box/File On Right
- Full Laminate Case
- Full Modesty
- Center Grommet



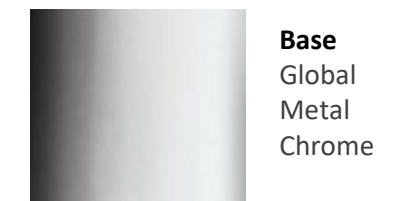
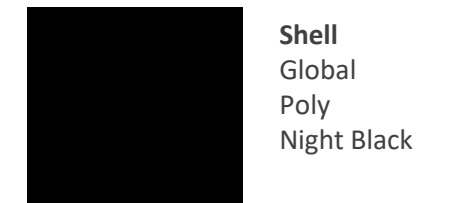
CH.06 ●

MANUFACTURER
Global
Popcorn

DIMENSIONS
20" w x 23.5" d x 32.5" h

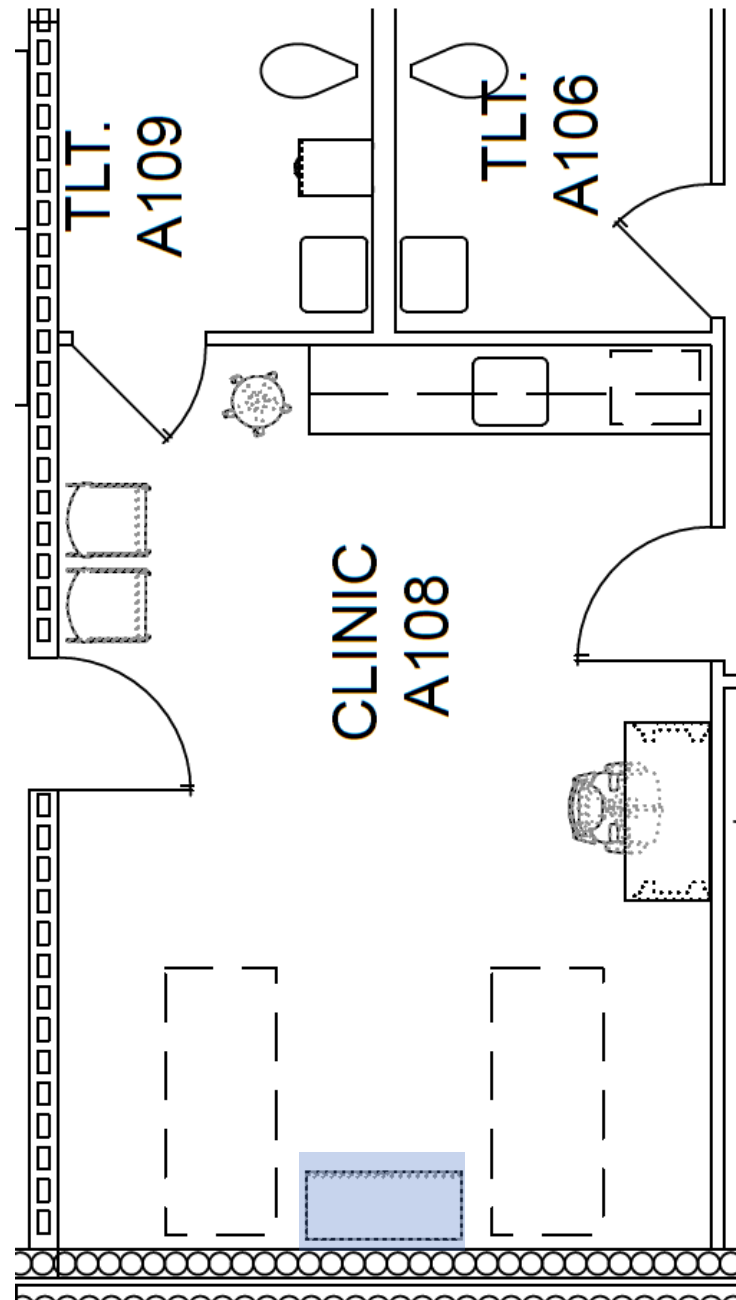
DETAILS

- Stacking
- Poly Shell
- Metal Frame
- Handle



CLINIC

Reeves Rogers Elementary School



ST.03

MANUFACTURER

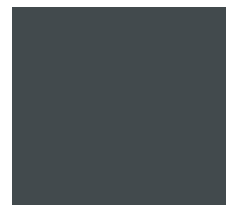
Global
9300 Cabinet

DIMENSIONS

42" w x 18" d x 27.12" h

DETAILS

- Metal Cabinet
- W pulls
- Locking

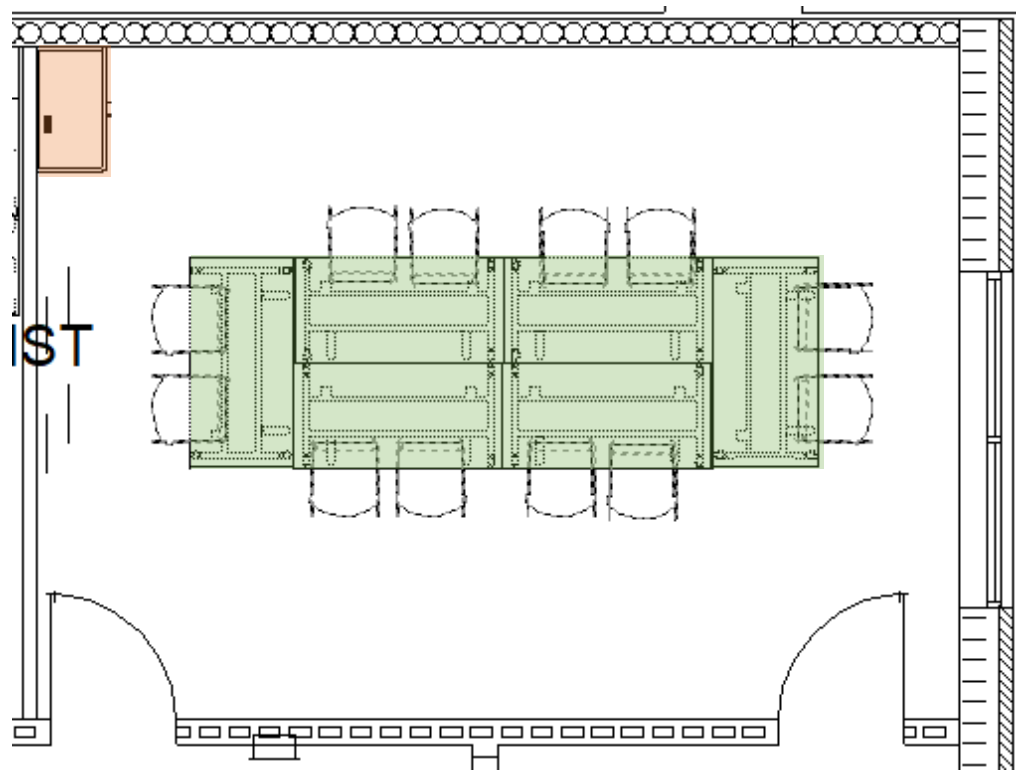


Finish
Global
Paint
Charcoal

Acceptance of Product Selection

CONFERENCE ROOM

Reeves Rogers Elementary School



Acceptance of Product Selection



TB.03 ●

MANUFACTURER

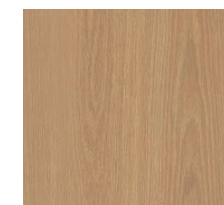
MooreCo
Height Adjustable Flipper Table

DIMENSIONS

60"W x 24"d x 30"H

DETAILS

- Hard Casters
- 3mm Edge
- Flip Nest



Worksurface
MooreCo
Laminate
New Age Oak



Frame
MooreCo
Metal
Black



ST.04 ●

MANUFACTURER

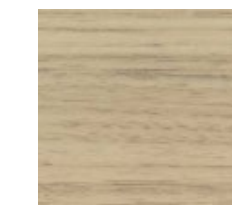
Global
Adaptabilities

DIMENSIONS

36"w x 20"d x 31"h

DETAILS

- Locking Hinged Cabinet Doors
- Flared Pulls



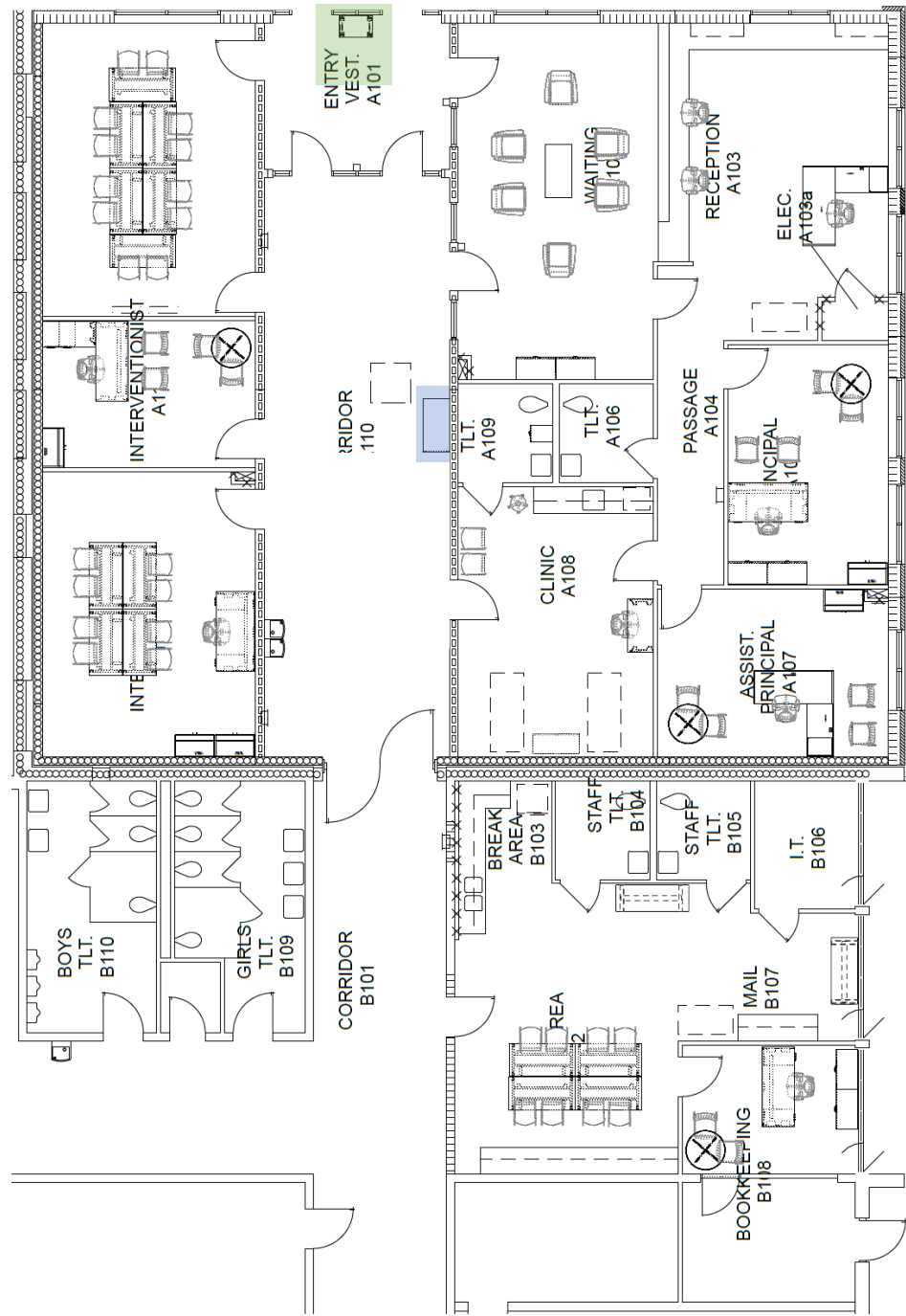
Finish
Global
Laminate
Noce Leggero



Handles
Global
Metal
Silver

ENTRY & CORRIDOR

Reeves Rogers Elementary School



Acceptance of Product Selection



DS.01

MANUFACTURER

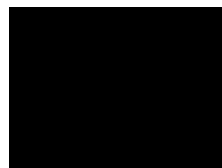
Ghent
Spirit Display Case

DIMENSIONS

48" w x 16" d x 72" h

DETAILS

- Glass Shelves
- Colored Top and Bottom
- Mirror or Laminate backing
- Bronze Frame



Base & Cornice
Ghent
Laminate
Black



Base & Cornice
Ghent
Frame
Dark Bronze



Backing
Ghent
Fabric
Plaque



TB.06

MANUFACTURER

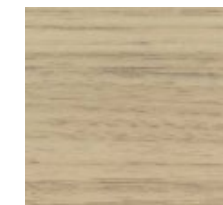
Global
Edventure

DIMENSIONS

30" w x 20" d x 29" h

DETAILS

- Metal Legs
- Laminate Surface



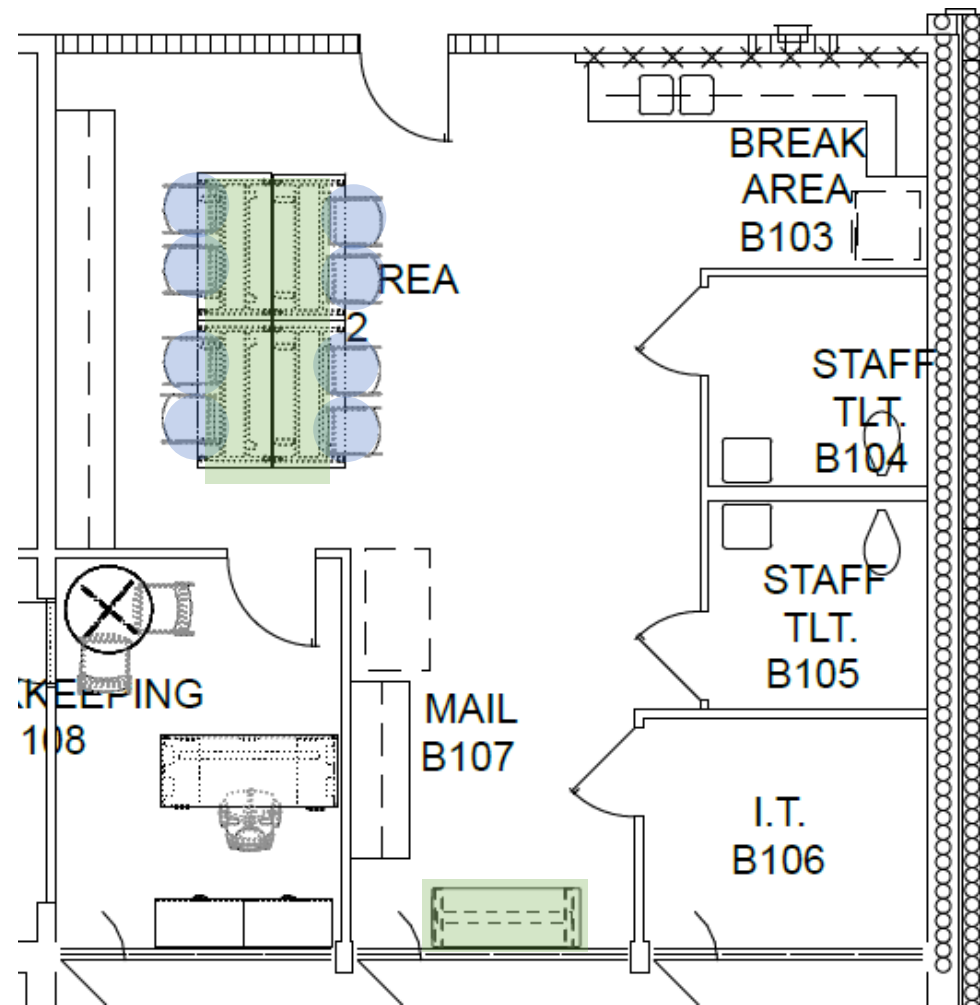
Surface
Global
Laminate
Noce Leggero



Base
Global
Metal
Black

WORK AREA

Reeves Rogers Elementary School



Acceptance of Product Selection



CH.06 ●

MANUFACTURER

Global
Popcorn

DIMENSIONS

20" w x 23.5" d x 32.5" h

DETAILS

- Stacking
- Poly Shell
- Metal Frame
- Handle

Shell
Global
Poly
Night Black

Frame
Global
Metal
Chrome



TB.03 ●

MANUFACTURER

MooreCo
Height Adjustable Flipper Table

DIMENSIONS

60" W x 24" d x 30" H

DETAILS

- Hard Casters
- 3mm Edge
- Flip Nest

Worksurface
MooreCo
Laminate
New Age Oak

Frame
MooreCo
Metal
Black



THANK YOU FOR YOUR CONSIDERATION

Purchasing Department
1320 West Main Street Suite 202
Franklin, Tennessee 37064-3700
Phone (615) 472-4010
Fax (615) 472-5609



NOTICE OF AWARD

**WILLIAMSON COUNTY SCHOOLS RFP # 1312
School District Comprehensive Furniture and Fixtures Program
Wednesday October 25, 2023**

This award notice hereby documents the award by Williamson County Schools (WCS) to One CBI, LLC. dba CBI Workplace Solutions. The award of RFP # 1312 is for the district's comprehensive furniture and fixtures program. The terms of the award are pursuant to the terms and conditions outlined in WCS – RFP # 1312, One CBI's submitted proposal and CBI's amended price schedule that was sent by email dated October 24, 2023. *(Inclusive of CBI's comments on WCS-RFP#1312)*

WCS publicly advertised the aforementioned RFP and directly solicited over a dozen companies for this project. Six companies attended the pre-proposal meeting on September 19, 2023 and one company submitted a proposal for consideration. The participating proposer was One CBI. The proposal evaluation was based upon 60% pricing/cost structure and 40% qualitative measures. WCS completed our detailed evaluation of responses to RFP # 1312 and pursuant to the terms outlined our evaluation committee has recommended One CBI as the successful proposer. Therefore, this document acknowledges the formal award to One CBI. The quality and proficiency of One CBI's work within the district has been good and was supported by the more compelling proposal.

The term of the first year of award is effective October, 25, 2023 through October 24, 2024. Five additional annual renewals are permissible for a total possible contract period of six years. WCS annual review and possible renewal will be in August of each of the five consecutive year renewals. Should all successive annual renewals be exercised, the final year of the contract term would end on October 24, 2029. The new WCS – One CBI pricing structure derived from this project commences on October 26, 2023 for all One CBI products and services.

As indicated in WCS-RFP # 1312 other school districts, county governments and municipalities throughout the state of Tennessee are welcome to piggy-back on the award as permissible by Tennessee Code Annotated 12-3-104. In addition, over the life of the agreement, WCS reserves the right to negotiate with One CBI to add other manufacturers at the same or similar price discount structure compared to the core listing submitted from One CBI.

Kirk Elliott _____ Date 10/27/23
Kirk Elliott, WCS Purchasing Manager

DocuSigned by: Lori Smith-Manlove DocuSigned by: Tom Emmrich 10/27/2023
EDB990956392432 932A76F4EBC54E6...
One CBI – LLC. Representative _____ Date

**PROPOSAL COVER SHEET
WILLIAMSON COUNTY SCHOOLS
REQUEST FOR PROPOSAL # 1312
WCS DISTRICT FURNITURE & FIXTURES PROGRAM**

If WCS is satisfied with awarded vendor and all annual renewals occur, this awarded program will last form October 2023 to October 2029.

This Proposal Cover Sheet must be attached as the first page of the submitted packet.

Representatives Printed Name: Lori Smith-Manlove **Title:** Market Leader
Tom Emmrich President

I have carefully read the specifications, terms, conditions and instructions contained within this document. I understand, comprehend and agree to all the language set forth in this document. By signing this document below and submitting my proposal in a sealed envelope to Williamson County Schools, I fully acknowledge, and accept the language contained within. As commented in our response.

Notice to Proposer: If you find any of the language, terms, conditions or specifications unacceptable — then do not submit a proposal package for this project.

AUTHORIZED REPRESENTATIVES SIGNATURE:

Lori Smith-Manlove

DocuSigned by:
Tom Emmrich
932878FAEBC54E6...

DATE: 10/17/2023

Company Name: ONECBI, LLC - DBA CBI Workplace Solutions

Address: 7111 Commerce Way
Brentwood, TN 37027

Phone Number: 615-969-2744 **Email:** lori.smith-manlove@cbi-tn.com

ITEM I

PROPOSAL COST Please list your selected manufactures appropriate for public K-12 Education and quote discount form manufacturer's list price. Name of Manufacturer MSRP / Catalog Discount %...includes turnkey delivery, assembly, installation and all of the other factors stated through this document.

The following are types of furniture that WCS will typically purchase (but are not limited to):

- Conference tables
- Systems Furniture
- Files — lateral & other
- Classroom furniture
- Teacher's desk
- Library furniture
- Lobby furniture
- Music- Science, Art, classroom furniture, cafeteria tables, folding chairs, folding tables, desk chairs and any other aforementioned categories.

Proposers should attach to this proposal a list of up to 30 Manufacturers with Discount from MSRP.

PROPOSAL COVER SHEET

Page Two

WILLIAMSON COUNTY SCHOOLS

RFP #1312

FURNITURE & FIXTURES PROGRAM

Company Name: ONECBI, LLC Date: 10/19/2023

ITEM II

- SIZE OF WAREHOUSE STORAGE AREA THAT WILL BE DEVOTED TO WCS
3,000 Square Footage (Floor Space)
- THIS WAREHOUSE IS HOW MANY MILES FROM THE WCS CENTRAL OFFICE, 1320 West Main Street, Franklin, TN 37064
1.3 miles
- If Awarded, this WCS FFE Program – this warehouse shall be secured and fully accessible, ready and operated by 01/01/24 YES NO
Failure to provide warehouse by this deadline may certainly result in WCS cancelling the award agreement.

ITEM III

- Hourly rate for experienced, skilled furniture technician/carpenter/installer to troubleshoot and repair FFE items that are past the 2 year dealer warranty and include all tools and labor \$ 75.00
- MOVERS: includes all tools, equipment labor and truck.
- Hourly rate for two men and a truck with moving material/handling tools and equipment...one lead foreman and one helper \$ 150.00
- Hourly rate for three men and a truck with moving material/handling tools and equipment...one lead foreman and two helpers \$ 195.00
- Hourly rate for four men and a truck with moving material/handling tools and equipment...one lead foreman and three helpers \$ 285.00

ITEM IV

Proposer agrees to allow other Tennessee County or Local Public-School Districts, Local Governments or Municipalities to "piggyback" on the WCS — RFP # 1312 award as allowable and applicable through TN Cooperative Purchasing Laws

Yes No

Purchasing Department
1320 West Main Street Suite 202
Franklin, Tennessee 37064
Phone (615) 472-4011



**WILLIAMSON COUNTY SCHOOLS
REQUEST FOR PROPOSAL # 1312
WCS DISTRICT FURNITURE & FIXTURES PROGRAM**

This document incorporates discussion points from the pre-bid/proposal meeting conducted on Tuesday, September 19, 2023. The document is being released and distributed to bidders on Friday, September 29, 2023. The document will also be published on the WCS website under Purchasing Department bid projects. This RFP opening has been rescheduled from an earlier date (as originally advertised in the Tennessean on Friday, July 7, 2023) to a new date and time below.

Williamson County Board of Education (WCS) is accepting sealed proposals from interested and qualified full-service Furniture Vendors for our WCS District Furniture & Fixtures Program. Sealed RFP envelopes must be marked "**RFP #1312 WCS District Furniture & Fixtures Program**".

Proposers may include any related literature, brochures or other proposal materials pertinent to their submission. Sealed proposal envelopes must be mailed or hand delivered to Williamson County Schools, Central Office, 1320 West Main Street, Suite 202, Franklin, TN 37064 Attn: Skip Decker, by or before **10:30 a.m. on Friday, October 20, 2023** at which time proposals will be publicly opened. Absolutely no proposals will be accepted after this time. Faxed or emailed proposals will not be accepted. Sealed proposal envelopes shall be stamped (date and time) by WCS to verify the authenticity of receipt.

IMPORTANT NOTE: A pre-bid/proposal meeting was held on Tuesday, September 19, 2023 at 2:30 p.m. for this project. Although this meeting was not mandatory, it was encouraged and recommended. The interested proposers that participated by attending the pre-bid were given specific details, requirements and specifications concerning this project. During the pre-bid the participants were allowed to ask questions. Those questions and any changes discussed are included in this document. However, if there are additional questions they must be received by or before the cut-off date of 10:00am on Thursday, October 5, 2023 and those questions will be answered in an addendum. After this time, no further questions will be allowed. Questions must be submitted via email to WCS Purchasing Dept. – contact Skip Decker, email address skipd@wcs.edu.

**THE FOLLOWING INFORMATION MUST BE PRINTED ON
THE OUTSIDE OF THE SEALED PROPOSAL ENVELOPES**

- RFP #1312 WCS District Furniture & Fixtures Program
- Proposer's Company Name
- Company Address
- Date & Time of RFP Opening

**THE FOLLOWING MUST BE INCLUDED INSIDE
THE SEALED PROPOSAL ENVELOPE**

- Bid/proposal bond in the amount of 5% of the RFP submittal
- Drug Free Workplace Affidavit
- Criminal Background Check Affidavit
- Certificate of Iran Divestment Act
- Non-Boycott of Israel Certificate

Important Note Concerning this RFP Project:

- | | |
|--|---|
| <ul style="list-style-type: none"> ● Professional Service ● Installation ● Consulting ● Design ● Delivery ● Quality Workmanship ● Warehousing Service | <ul style="list-style-type: none"> ● Transportation & Materials Handling ● High Output & Quality Results ● Cash Flow/Credit ● Proper Accounting & Reporting |
|--|---|

All of the above are equally as important as the furniture pricing. Potential proposers should take all of these critical overhead factors into consideration before submitting their proposals. WCS is seeking a competent, **FULL-SERVICE PARTNER**. This partner should also successfully administer a comprehensive program to meet the custom needs of the district. The successful proposer must have a strong-working infrastructure in Williamson County in order to effectively, efficiently and with agility meet the demands and challenging needs of WCS.

This RFP document was prepared by the WCS Purchasing Department, please read the specifications carefully. If you have questions concerning this request for RFP document, contact the WCS Purchasing Department by emailing either Skip Decker skipd@wcs.edu or Kirk Elliott kirke@wcs.edu.

- To reiterate, the project is an RFP for a Performance Based Service Contract for Furniture, Fixtures and related Equipment. This includes but is not limited to:
 - Dedicated Experienced Team
 - Account Manager for all WCS School projects
 - Account Manager for all WCS Central Office /other projects
 - Project Designer
 - Sales Administrator
 - Project Manager
 - Installation Team
 - Furniture Repair Technician
 - Furniture Movers
- Williamson County Schools reserves the right to accept or reject proposals, upon the evidence (or determined by WCS Staff) before or after the RFP opening, that a proposer

is not necessarily qualified by experience, is not in a position to perform the work specified in the time allotted, or upon evidence of collusion with intent to defraud or other illegal practice.

- All proposals are to be complete in every detail as required. Proposals that are incomplete, contain irregularities or are not in accordance with the specifications may be rejected. WCS reserves the right to waive any formalities to accept any bids as a whole, split bid, and /or accept any individual item or items within a bid or to reject any or all bids in the best interest of WCS.
- An apparent successful proposer will be established from the RFP process. A contract for this project will be awarded to the lowest, best and most responsive proposal that reasonably meets specifications and qualifications. Once the successful proposer has been established through the competitive RFP process the WCS Purchasing Director will notify the said proposer of our intent to proceed with documented award.
- Note – this project is an RFP not an RFB. Request for Proposals are indeed different from an RFB in that RFPs are more subjective with qualitative elements as judged and determined by reasonable means through a small evaluation team from WCS.
- The Awarded Vendor must provide to WCS the following item within (15) consecutive calendar days from the date of WCS award notice.
CERTIFICATE OF INSURANCE: WCS must be named as an additional insured on vendors' policy. Awarded Vendor will obtain and maintain insurance to protect vendor and owner from claims which may arise out of or result from contractor's operations under the contract. The Certificate of Liability must be for no less than \$2,000,000 and must list WCS as additional insured.
- All proposals are ultimately subject to funding as with all WCS projects. WCS is a tax-exempt organization. However, proposers are to factor into their respective proposals any applicable sales and use tax, payroll tax, insurance, bonds, etc. as applicable by State of TN procurement laws.
- The language of this RFP shall be binding unless mutually amended by WCS and the awarded proposer. Issuance of the award notice will take place within approximately 10 - 15 days of RFP opening. The terms, conditions and language of this RFP shall supersede and take precedence over any resulting contract / agreement and shall be binding unless mutually amended by WCS and proposer. Disputes or legal matters will be litigated in Williamson County or the Middle District of Tennessee. WCS Purchasing Director must approve any change to original proposal specifications. For any resulting agreement from this RFP, WCS reserves the right to cancel upon 30 days written notice without penalty.
- Proposals are to be valid for a minimum of 60 days or until awarded whichever comes first. For all awarded proposals price structure will be fixed and remain in effect throughout the entire contract period. The awarded proposal will be in effect for a period of (1) year. WCS reserves the right to extend the annual option to renew at the anniversary date of the contract for five (5) annual renewals. However, renewals are not to exceed a

total of six (6) years which includes the first year. Awarded proposal price shall remain fixed for the duration of the agreement, including renewals, unless an increase is mutually agreed upon for extenuating circumstances.

- **WCS will consider up to and not to exceed a 2% annual escalator.**
It is understood that WCS is subject to manufacture MSRP (LIST) price increases as provided for by the manufacture and not limited by this contract and that CBI can not control MSRP (LIST) price increases.
- **The awarded proposer should abide by and comply with the true intent of the specifications and not take advantage of any unintentional error or omission but shall fully address the full intent and meaning of each aspect of the specifications. WCS reserves the right to waive any technicalities or formalities or informalities.**
- **It is the awarded proposer's responsibility to comply with all local, state and federal laws, regulations, codes, licensing, and other requirements. The proposer must be prepared to substantiate compliance upon request by the Board's representative.**
- **In the event a proposer fails to perform, WCS reserves the right to cancel the agreement with the awarded vendor and begin negotiations with the "next best proposer" to complete the projects or services. In addition, the original vendor may forfeit future business with WCS.** Agreement with this clause assumes that the vendor will be notified of the default and given a reasonable opportunity to remedy prior to cancellation.

SCOPE OF PROJECT

Furniture procurement and implementation obviously plays a critical role in the operations of WCS especially in new construction projects. Due to the extreme importance of this role, we place a high value on companies and or experienced account managers whose main focus is in furniture sales, design services and related project management in the K - 12 or Higher Education Market.

DEDICATED ACCOUNT TEAM

WCS requires dedicated personnel servicing our account that are knowledgeable and competent in the delivery of our comprehensive furniture program. The following roles are required with a single point of contact for each. If there is a change in personnel on our account we require notification of such changes.

1. **LEAD ACCOUNT MANAGER:** WCS requires the account to be managed professionally and properly by a high-level account executive with K - 12 Education Furniture experience. This person must have the authority to delegate and direct appropriate personnel to service our account effectively. We are seeking a relationship beyond order taking and desire a business partner that values our business and prioritizes our account.
Experienced & Effective Account Manager must be accessible and responsive to calls, texts and emails. Because future purchases and renewals will be performance based, timely installation, minimal mistakes, punch lists and corrections made in an expedient manner will be considered.
2. WCS often has large scale projects requiring a seasoned / experienced professional to manage the project. Therefore, the Lead Account Manager must have a proven 4-5

years' experience in furniture sales and management with emphasis on project management of K-12 Educational projects. WCS would like to review the resume of the Account Manager to be assigned to the districts account. If our designated account Manager is out of the office on a vacation, illness or work-related travel, a reliable 2nd person who can step up and manage the account is required. Additionally, installation supervisor must have comparable experience due to the complexity and scope of WCS projects.... The lead account executive must be competent and professional to occasionally meet, collaborate and serve in possible advisory roles with WCS executive members. The lead account executive will monitor and keep abreast of WCS capital projects through WCS Board meetings and budget process — in order to engage strategic planning, ideas and value with the Purchasing Dept. Finally, this position requires that the Lead Account Manager live in the Nashville, Tennessee metropolitan area and be able to visit a school any day for which assistance is needed.

3. **CAD DESIGNER:** WCS requires a CAD Designer with at least 5 years of experience with the ability to be on-site when necessary and be able to collaborate to turn projects around efficiently.
 4. **FIELD OPERATIONS MANAGER:** The Field Operations Manager will oversee the moving and installation crews, warehousing, etc. to ensure timely and quality operational performance.
 5. **ACCOUNTING CONTACT PERSON:** Our contact in accounting should be responsive to our quote and invoicing questions and be accurate in producing detailed reporting and other information relevant to our account.
- **Required Reporting:** A monthly perpetual activity report of all open and closed furniture transactions is required to be prepared and emailed to WCS Purchasing Director as an Excel spreadsheet within 3 business days of each month reporting on the prior month activity. The information required to be included: PO number, PO date, dollar amount of PO, project description, installation date, invoice date, invoice number, invoice amount and any related notes.
 - **COMPLETE SHIPPING AND DELIVERY:** Purchase orders for goods and services must be completed at one time. Therefore, the awarded vendor must hold items until all are ready to be installed rather than have incomplete, staggered installations.
 - **INVOICING:** WCS requires net 30 from date of invoice which must be after 100% project completion and punch list is cleared. Partial invoices will not be accepted for incomplete week. We do NOT wish to receive statements — we pay by invoice. Supporting documentation required from the vendor with the invoice includes the original PO, original quote, and a signed delivery/install work ticket with WCS authorization of project completion. Vendor must finish project to get paid, no piece mill invoices will be accepted.

- WCS must be approved by your company for a revolving credit limit of \$2 million. We do not intend to complete individual credit applications for transactions. Similarly, we expect that your company will have similar credit capacity with the manufacturers so that delays are not incurred because of credit issues. While we agree with the credit limit provided to WCS, for your information manufactures do not offer "credit terms" to distribution partners so as a vendor we will not have similar terms with the manufacturers. Vendors (such as CBI) are generally expected to make full payment by time of shipment. Some require partial or full payment at time of order.
- Successful proposer must have an excellent rapport and experience with various manufacturers to provide optimal — maximum discounts and to take care of warranty claims and issues or other related issues in an expedient manner. Failure to abide and uphold this commitment will result in a notice of cancellation of any awarded contract.
- The proposer shall quote a percentage discount off the manufacturer's catalog list price no more than 30 manufacturers should be utilized in the WCS Portfolio. WCS reserves the right to negotiate with the awarded vendor to add manufacturers as needed with a similar discount structure. Due to the bulk load of several catalogs, it is not necessary to submit manufacture catalogs in your bid packet. Upon the evaluation of proposals, WCS may request catalogs — at which time they should be made available in a timely manner. Submitted proposals should be no longer than 30 pages maximum. We wish to receive the most competitive pricing on your bid based upon annual aggregated spend and do not wish to receive tiered, complicated proposals.

- **INSTALLATIONS:** An experienced installation crew supervisor (Field Operations Manager) is required. Crew members must be uniformed personnel with appearance and conduct appropriate for school district and central office on-site work. Proposer should disclose how installation will be completed, will installer be company personnel or outsource crews. Vendor must provide and insure installers and all employees providing services or equipment on their behalf are background checked and drug free. It is the sole responsibility of the vendor to provide and complete these background checks and provide proof of such if necessary.

Approximately 20% of WCS installations (especially systems installations) require a skilled, experienced carpenter to make field cuts and some occasional millwork. It is critical that vendors carefully protect the schools, floors, walls, ceilings, canopies, etc. during deliveries and installations.

- **TURNKEY SERVICES:** Vendor must provide 100% turnkey service — complete delivery, assembly and installation. This includes any pre-site visits, quotes or cad services. No dropships from manufacturers at WCS locations unless pre-approved by WCS Purchasing for a coordinated large, new school installation. Vendor must ensure 100% complete removal of project debris away from the school premises. WCS dumpsters cannot be used for this purpose. This may include delivery to the warehouse to be stored. Turnkey installations of new furniture include removal of old, obsolete furniture from the school and transportation to the surplus warehouse so this must be included in bid price. This furniture must be inventoried for later sale at WCS surplus auction. Trash should be disposed of at the vendor's location.
- Quotes must be turned around quickly, accurately and efficiently with itemization, detailed manufacturer list price, WCS discounted price, illustrations/pictures of items and CAD

diagrams of project when applicable. Note: if a school is using its own funds the district is not responsible for paying that invoice. This should be documented prior to PO issuance.

- **MANAGED WAREHOUSE:** Vendor must provide a full-service warehouse within 4 - 5 miles of the WCS central office with approximately 3,500 square feet of concrete floor space (exclusive for WCS use – no other customers to use this space). The WCS items must be partitioned/secured. Industrial racks including the floor result in at least 3 tiers are required. The ceiling of the warehouse must have at least 18 foot clearance. The warehouse must include all utilities, manpower, security and material handling equipment. WCS must have convenient access Monday — Friday year-round. Weekend access may be needed on occasion and will be coordinated ahead of time. To reiterate this warehousing space and services must be factored into the turnkey price... Vendor is responsible to manage, sort and keep this warehouse organized and operational. The main purpose of this warehouse is for WCS surplus staging, transfers, etc. This is all part of the WCS – Outsourced Furniture, Fixtures & Equipment Program.
- WCS will typically have multiple projects under one consolidated purchase order. We typically state on each purchase order that the vendor must issue one consolidated detailed invoice pursuant to the PO — after all work has been successfully completed Vendor must understand this may be several weeks. The awarded proposer / vendor must have the financial stability to accommodate this type of invoicing and payment arrangement and not request partial payments from WCS. Partial payments (for partially completed projects) will not be honored. CBI understands, generally, that "projects" that are grouped together would be projects that have a similar timeline and duration and may include scope of work in multiple locations.
- Awarded proposer must be able to provide multiple furniture line solutions. Awarded proposer must provide a minimum of 5 manufacturer / furniture product lines that are appropriate for public K— 12 utilizations as previously noted no more than 30 manufacturer lines. WCS desires the ability to add new furniture manufacturers / lines during the term of the contract. These new lines must be added with approval by WCS, at comparable discount arrangements. Successful vendor must maintain letters of Representation/Authorization to provide WCS products from each of the Manufacturers offered on this contract. The Authorization must be specific to this RFP and Contract and addressed to WCS.
- Any manufacturers offered without such an authorization will not be considered. In the event the manufacturer distributes through open "distributor / warehouse / wholesaler" a letter from the entity may authorize the vendor accordingly.
- WCS will give the awarded proposer the general plan and budget for a project and will expect the vendor to produce a binder/proposal of design, furniture recommendations and related images and details to support project proposal for WCS personnel to review and approve.
- Furniture Project Management pursuant to this RFP includes but is not limited to the following...All factors into your respective "discount off MSRP" proposal:
 - Major Project visibility and management
 - Room by Room Layouts

- Product choices and comparisons
- Product specifications sheets, finishes, fabrics, sizes image of product etc..
- Room by room department and overall costing
- Virtual punch list (plan grid) and onsite installation documentation
- Detailed proposal, delivery tickets, comprehensive invoice
- Day to Day Purchase Management
 - Detailed proposals for sign off
 - CAD Design included in project cost (not billed separately)
 - Comprehensive Proposal
 - Specifications Sheet for each line of proposal
 - Product Image
 - Finishes offer and approve
 - Cost
 - Inventory Management
 - E-mail notification (to be designated WCS user) of all items checked into inventory

- As permissible through the State of Tennessee Cooperative Purchasing Laws - the awarded proposer may opt or agree to extend the terms and conditions of the awarded contract to other Middle Tennessee counties, cities, governments and school systems and municipalities.

- WCS PO for Furniture & Fixtures that falls under \$200,000 must be 100% turnkey satisfactorily delivered, assembled, installed with all debris removed from the WCS facility premises by or before 80 consecutive calendar days from date of WCS purchase order... Failure to comply and perform contractual duties and meet this 80 day requirement _will result in \$150 per consecutive calendar days liquidated damages (penalty) which shall be deducted from the final invoice until project is 100% satisfactorily complete.

- Any WCS PO for Furniture & Fixtures that is over \$200,000 must be 100% turnkey satisfactorily delivered, assembled, installed with all debris removed from the WCS facility premises by or before 180 consecutive calendar days from date of WCS purchase order... Failure to comply and perform contractual duties and meet this 180 day requirement will result in \$300 per consecutive calendar day liquidated damages (penalty) which shall be deducted from the final invoice until project is 100% satisfactorily complete. This is a Performance Based Contract... liquidated damages will be enforced.

- WCS certainly reserves the right to change or adjust liquidated damages on as needed basis. This was discussed at pre-bid meeting and is implemented as an alternative to a PPLM Bond for this program.

- There is a remote possibility that WCS may consider awarding the bid to a primary and secondary vendor. Therefore, WCS reserves the right to accept any bids as a whole, split bid, and /or accept any individual item or items within a bid or to reject any or all bids in

the best interest of WCS... WCS also reserves the right to conduct final negotiations between the two best proposers as determined by our evaluation committee.

- If awarded successful bidder fails to perform, then WCS reserves the right to cancel the agreement and begin negotiations with the next best bidder.
- WCS anticipates spending on average approximately \$1,500,000 - \$2,000,000 in district furniture purchases annually (conservative estimate). This estimate includes district tax dollars being spent plus school site based resources (not district tax based funds). Upon initial award an immediate order for various schools may be placed.
- On occasion during the year, an open PO will be issued for instances whereby WCS requires obsolete furniture removal or transfer without new furniture being purchased. This open PO will be used for these services.
- On certain occasions, it may be more feasible to require two men and a truck with tools and equipment to be utilized for miscellaneous transfers. Vendor will include a rate per hour which will be used for these purposes. WCS Purchasing Manager will determine appropriateness of the terms for the situation.
- CAD design work that is requested without a new furniture purchase can be billed to WCS at a rate of \$55.00 per hour. This is likely a rare occurrence, as CAD design is included as overhead in all project quotes and resulting PO's.
- Experienced Furniture Service Technician may be used for fixing or tweaking certain projects that might arise during the contract. Vendor will supply an hourly rate for these services and only applies to situations that aren't covered by warranty.
- Important – All new furniture installation must be covered by a 2 year full parts and labor warranty covered by vendor/dealer.
- **QUALIFYING FEATURES:** Pursuant to the terms, conditions and qualifying features of a request for proposal, certain qualitative factors allow WCS to make valid determinations and informed award decisions to be in the best interest of the district. WCS anticipates several participating bidders on the project. In an attempt to qualify bidders regarding service to be provided reference will be utilized. It is certainly not necessary to have conducted business with WCS previously to bid on the proposal. WCS will consider their performances (specific to furniture & fixtures projects) as a reference to be relevant in the evaluation process. . . However, past positive experience with WCS could certainly be a plus.

INSTRUCTIONS TO PROPOSERS

COMPLIANCE WITH THE RFP: Proposals must be in strict compliance with this Request for Proposal. Failure to comply with all provisions of the RFP may result in disqualification. By signing proposal, proposer acknowledges that he/she has read and understands the

requirements for the proposal. The response to the RFP will be included as an attachment to the contract to ensure compliance without additional cost to WCS.

PROPOSAL PREPARATION COSTS: WCS will not be liable in any manner for costs incurred by any vendor for preparation of proposal, communication, travel and associated expenses, and/or demonstration.

REJECTION OF PROPOSALS: WCS reserves the right to accept or reject in whole or in part any or all proposals submitted.

ACCEPTANCE OF PROPOSALS: WCS shall accept proposals that are submitted properly. However, WCS reserves the right to request clarifications or corrections to proposals.

REQUESTS FOR CLARIFICATIONS OF PROPOSALS: Request by WCS for clarification of proposals shall be in writing. Said requests should not alter the vendor's pricing information contained in its cost proposal.

RESPONSE FORMAT

1. PROPOSERS MUST SUBMIT, (2) HARD COPIES, OF THE PROPOSAL RESPONSE along with an electronic copy (thumb drive preferably). Proposal size shall not exceed 30 pages.
2. PROPOSALS MUST BE ACCOMPANIED BY ALL REQUIRED DOCUMENTS. The items listed below shall be submitted with each proposal and shall be in the order shown.
 - Each section shall be clearly labeled with pages numbered and separated by tabs. Failure by the proposer to include all listed items may result in the rejection of the proposal. Responses to the RFP shall be submitted by **identifying each category by the referenced headings as detailed below:**
3. **COVER PAGE:** The cover page that contains the name of the proposer, at a minimum, should be the first sheet of the proposal. A table of contents may be provided also.
4. **EXECUTIVE SUMMARY:** Provide a description (overview) of your company's proposal to meet the requirement of the RFP.
5. **QUALIFICATIONS:** Provide information pertaining to your company's abilities and capabilities to successfully provide the furniture and fixtures products and implementation services required by Williamson County Schools District. Responses should address the following:
 1. *When was the company founded?*
 2. *How long has your company been involved in the sale and support of furniture and fixtures to school systems? (Provide supporting Proof)*
 3. *How many school districts in Tennessee currently use your services? Please provide a list and a contact person.*

4. *Please provide at least three reference sites comparable to WCS and in close proximity as possible where your comprehensive furniture and fixtures solution has been implemented. Include the following information about each site: District Name, Location of District, Number of employees broken down by hourly and salaried, name of individual we may contact for references, phone and email. Reference information must be provided. Failure to provide complete and accurate client information, as specified here, may result in the disqualification of your proposal. If proposer has engaged or conducted business with WCS in the past — then this direct experience shall also be taken into consideration in this RFP process.*

EVALUATION OF PROPOSALS

Outlined below are the general criteria that will be used to evaluate vendor qualifications

1. Ability to meet requirements identified in RFP specifications that meet (or exceed) the district needs as described here within.
2. Experience of vendor in providing comprehensive furniture and fixtures and service and infrastructure.
3. Pricing strategy must be most competitive and aggressive overall pricing based upon WCS anticipated annual volume. Bidders are cautioned not to propose lesser / inferior quality furniture.
4. WCS seeks high quality products that will stand the test of time in the public K-12 environment -- therefore, avoid proposing certain deeply discounted (*in attempts to skew the results*) furniture items that will most likely never or rarely be purchased by WCS. Furniture proposed must be relevant to WCS FFE program and consistent with high quality standards.
5. Completeness of response, vendor should complete and answer all questions to the best of their ability and expertise.
6. Proposers should include any "out of the box" value added services or compelling amenities they may provide, programs to enhance relationships, etc.

EVALUATION PROCESS

WCS expects proposers to submit competitive responses to this RFP that will meet WCS requirements identified in the RFP specifications. Based on proposer's responses to this RFP, Williamson County Schools District plans to negotiate final terms and details with a single vendor for the Comprehensive Furniture and Fixtures project. Williamson County Schools District reserves the right to deny all proposals. Vendors should complete all changes and clarifications to proposals before submitting for evaluation. Williamson County Schools District Purchasing Department will evaluate and assess each proposal. The proposals will be evaluated based on the content and solutions offered using the following criteria:

I. Subjective and Qualitative Analysis Weighted 40 Points

Criteria

- Proposer information, clarity, and length of proposal
- Executive Summary
- Proposer's qualifications – financial strength and business history

Client references, reputation, and similar projects
Implementation plan and project staffing
Technical specifications, quality, and reliability
Local infrastructure, operations support, and warehouse distribution capabilities
Valued added, additional services proposer may bring to the table, beyond what is required in the RFP specifications.

II. Objective and Quantitative Analysis Weighted 60 Points

Pricing, cost, percentage discount off MSRP, quality of goods/brands offered; plus a few line item costs for various services (see proposal cover page).

Pricing may be evaluated based upon weighted purchase history by furniture categories. Proposers will be ranked based upon pricing and assigned values in this section of RFP analysis in 3 point increments — lowest bidder receives 60 points, next lowest 57, next 54 and so on). Be competitive with your pricing and be smart...know and acknowledge all of the overhead items you are bidding on as this is a Comprehensive Furniture Program.

100 Points Maximum (for both sections)

EVALUATING & ACCEPTANCE OF PROPOSALS: The evaluation team shall accept all proposals that are properly submitted. However, the team reserves the right to request clarifications or corrections to proposals. Acceptance of a proposal by Williamson County School District or a submission of a proposal to the school district offers no rights upon the proposer nor obligates Williamson County School District in any manner. After completion of the evaluation — WCS will begin to negotiate and select a firm that is determined to be the best value, interest and best solution for WCS District.

Stephens

Stephens Insurance, LLC

Sherri Escovedo
Vice President – Commercial
P&C Senior Bonds Manager

October 10, 2023

Mr. Clint Barlow
CBI Workplace Solutions

Project Bid: RFP#1312 WCS District Furniture & Fixtures Program

Dear Mr. Barlow,

The above captioned bid bond has been approved by Travelers with the condition that any and all final bonds (performance and/or payment bonds) required under this contract will be for one (1) year periods only, once the contract has been accepted by the owner. For your review, I have enclosed a copy of the Annual Bond form that will be used, if you are awarded the project. Subject to Traveler's favorable review of the relevant underwriting information at the time the bond expires, it is their intention to renew the Annual Bond form for the life of the contract. It is understood that any arrangements for the renewals is a matter between you and Travelers. Travelers assumes no liability to third parties or to you if for any reason they do not renew the said bond.

Please qualify and attach to your bid/proposal the above mentioned Annual Bond form.

Should you have any questions, please feel free to contact our office.

Sincerely,



Sherri Escovedo
Vice President
Commercial P&C Senior Bonds Manager

BID BOND

Travelers Casualty and Surety Company of America
Hartford, CT 06183

CONTRACTOR:

(Name, legal status and address)

ONECBI, LLC d/b/a CBI
4020 Yancey Rd
Charlotte, NC 28217

OWNER:

(Name, legal status and address)

Williamson County Schools
1320 West main Street, Suite 202
Franklin, TN 37064

SURETY:

(Name, legal status and principal place of business)

Travelers Casualty and Surety Company of America
1 Tower Square
Hartford, CT 06183-0003

BOND AMOUNT: Five Percent (5%) of Amount Bid *****

PROJECT:

(Name, location or address, and Project number, if any)

RFP#1312 WCS District Furniture & Fixtures Program

The Contractor and Surety are bound to the Owner in the amount set forth above, for the payment of which the Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, as provided herein. The conditions of this Bond are such that if the Owner accepts the bid of the Contractor within the time specified in the bid documents, or within such time period as may be agreed to by the Owner and Contractor, and the Contractor either (1) enters into a contract with the Owner in accordance with the terms of such bid, and gives such bond or bonds as may be specified in the bidding or Contract Documents, with a surety admitted in the jurisdiction of the Project and otherwise acceptable to the Owner, for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof; or (2) pays to the Owner the difference, not to exceed the amount of this Bond, between the amount specified in said bid and such larger amount for which the Owner may in good faith contract with another party to perform the work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect. The Surety hereby waives any notice of an agreement between the Owner and Contractor to extend the time in which the Owner may accept the bid. Waiver of notice by the Surety shall not apply to any extension exceeding sixty (60) days in the aggregate beyond the time for acceptance of bids specified in the bid documents, and the Owner and Contractor shall obtain the Surety's consent for an extension beyond sixty (60) days.

If this Bond is issued in connection with a subcontractor's bid to a Contractor, the term Contractor in this Bond shall be deemed to be Subcontractor and the term Owner shall be deemed to be Contractor.

When this Bond has been furnished to comply with a statutory or other legal requirement in the location of the Project, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. When so furnished, the intent is that this Bond shall be construed as a statutory bond and not as a common law bond.

Signed and sealed this 20th day of October, 2023.

ONECBI, LLC d/b/a CBI

(Principal)

(Seal)

(Witness)

(Title)

Travelers Casualty and Surety Company of America

Sherese Escovedo

(Surety) Sherese Escovedo

(Seal)

Sam

(Witness)

Attorney-in-Fact

(Title)

**Travelers Casualty and Surety Company of America
Travelers Casualty and Surety Company
St. Paul Fire and Marine Insurance Company**



POWER OF ATTORNEY

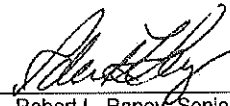
KNOW ALL MEN BY THESE PRESENTS: That Travelers Casualty and Surety Company of America, Travelers Casualty and Surety Company, and St. Paul Fire and Marine Insurance Company are corporations duly organized under the laws of the State of Connecticut (herein collectively called the "Companies"), and that the Companies do hereby make, constitute and appoint **Sherri Escovedo** of **LITTLE ROCK, Arkansas**, their true and lawful Attorney(s)-in-Fact to sign, execute, seal and acknowledge any and all bonds, recognizances, conditional undertakings and other writings obligatory in the nature thereof on behalf of the Companies in their business of guaranteeing the fidelity of persons, guaranteeing the performance of contracts and executing or guaranteeing bonds and undertakings required or permitted in any actions or proceedings allowed by law.

IN WITNESS WHEREOF, the Companies have caused this instrument to be signed, and their corporate seals to be hereto affixed, this **21st** day of **April**, 2021.



State of Connecticut

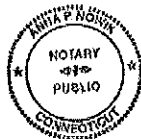
City of Hartford ss.

By: 
Robert L. Raney, Senior Vice President

On this the **21st** day of **April**, 2021, before me personally appeared **Robert L. Raney**, who acknowledged himself to be the Senior Vice President of each of the Companies, and that he, as such, being authorized so to do, executed the foregoing instrument for the purposes therein contained by signing on behalf of said Companies by himself as a duly authorized officer.

IN WITNESS WHEREOF, I hereunto set my hand and official seal.

My Commission expires the **30th** day of **June**, 2026




Anna P. Nowik, Notary Public

This Power of Attorney is granted under and by the authority of the following resolutions adopted by the Boards of Directors of each of the Companies, which resolutions are now in full force and effect, reading as follows:

RESOLVED, that the Chairman, the President, any Vice Chairman, any Executive Vice President, any Senior Vice President, any Vice President, any Second Vice President, the Treasurer, any Assistant Treasurer, the Corporate Secretary or any Assistant Secretary may appoint Attorneys-in-Fact and Agents to act for and on behalf of the Company and may give such appointee such authority as his or her certificate of authority may prescribe to sign with the Company's name and seal with the Company's seal bonds, recognizances, contracts of indemnity, and other writings obligatory in the nature of a bond, recognizance, or conditional undertaking, and any of said officers or the Board of Directors at any time may remove any such appointee and revoke the power given him or her; and it is

FURTHER RESOLVED, that the Chairman, the President, any Vice Chairman, any Executive Vice President, any Senior Vice President or any Vice President may delegate all or any part of the foregoing authority to one or more officers or employees of this Company, provided that each such delegation is in writing and a copy thereof is filed in the office of the Secretary; and it is

FURTHER RESOLVED, that any bond, recognizance, contract of indemnity, or writing obligatory in the nature of a bond, recognizance, or conditional undertaking shall be valid and binding upon the Company when (a) signed by the President, any Vice Chairman, any Executive Vice President, any Senior Vice President or any Vice President, any Second Vice President, the Treasurer, any Assistant Treasurer, the Corporate Secretary or any Assistant Secretary and duly attested and sealed with the Company's seal by a Secretary or Assistant Secretary; or (b) duly executed (under seal, if required) by one or more Attorneys-in-Fact and Agents pursuant to the power prescribed in his or her certificate or their certificates of authority or by one or more Company officers pursuant to a written delegation of authority; and it is

FURTHER RESOLVED, that the signature of each of the following officers: President, any Executive Vice President, any Senior Vice President, any Vice President, any Assistant Vice President, any Secretary, any Assistant Secretary, and the seal of the Company may be affixed by facsimile to any Power of Attorney or to any certificate relating thereto appointing Resident Vice Presidents, Resident Assistant Secretaries or Attorneys-in-Fact for purposes only of executing and attesting bonds and undertakings and other writings obligatory in the nature thereof, and any such Power of Attorney or certificate bearing such facsimile signature or facsimile seal shall be valid and binding upon the Company and any such power so executed and certified by such facsimile signature and facsimile seal shall be valid and binding on the Company in the future with respect to any bond or understanding to which it is attached.

I, **Kevin E. Hughes**, the undersigned, Assistant Secretary of each of the Companies, do hereby certify that the above and foregoing is a true and correct copy of the Power of Attorney executed by said Companies, which remains in full force and effect.

Dated this **20th** day of **October**, 2023




Kevin E. Hughes, Assistant Secretary

**To verify the authenticity of this Power of Attorney, please call us at 1-800-421-3880.
Please refer to the above-named Attorney(s)-in-Fact and the details of the bond to which this Power of Attorney is attached.**

DRUG-FREE WORKPLACE AFFIDAVIT

State of North Carolina

County of Mecklenburg

The undersigned, principal officer of CBI, an employer of five (5) or more employees contracting with Williamson County government to provide construction services, hereby states under oath as follows:

1. The under signed is a principal officer of CBI (hereinafter referred to as the "Company"), and is duly authorized to execute this Affidavit on behalf of the Company.
2. The Company submits this Affidavit pursuant to T.C.A. 50-9-113, which requires each employer with no less than five (5) employees receiving pay who contacts with the state or any local government to provide construction services to submit an affidavit stating that such employer has a drug-free workplace program that complies with Title 50, Chapter 9, of the Tennessee Code Annotated.
3. The Company is in compliance with T.C.A. 50-9-113.
Further affiant saith not.

Principal Officer Edgar Garcia (CFO)

STATE OF North Carolina

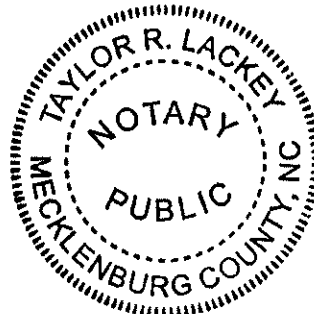
COUNTY OF Mecklenburg

Before me personally Edgar Garcia appeared with whom I am personally acquainted (or proved to me on the basis of satisfactory evidence), and who acknowledged that such person executed the forgoing affidavit for the purposes therein contained.

Witness my hand and seal at office this 16th day of October 2023

Notary Public Taylor R. Lackey

My commission expires:
10/05/2028



NON-BOYCOTT OF ISRAEL CERTIFICATION

Tenn. Code Ann. § 12-4-119 prohibits public entities from entering into a contract for services, supplies, information technology or construction unless the contract includes a written certification that the company is not currently engaged in and will not be engaged in for the duration of the contract, a boycott of Israel. This applies to any contract entered into on or after July 1, 2022. The law does not apply to contracts with a value of less than \$250,000 or in contracts where the supplier has less than ten employees.

A boycott of Israel means engaging in refusals to deal, terminating business activities or other commercial actions that are intended to limit commercial relations with Israel, or companies doing business in or with Israel or authorized by, licensed by or organized under the laws of the State of Israel to do business, or persons or entities doing business in Israel, when such actions are taken: (1) In compliance with, or adherence to, calls for a boycott of Israel, or (2) In a manner that discriminates on the basis of nationality, national origin, religion, or other unreasonable basis and is not based on a valid business reason. Tenn. Code Ann. § 12-4-119.

Certification Requirements.

Complete all sections of this certification and sign and date it, under oath, in the presence of a Notary Public or a person authorized to take an oath in another state.

CERTIFICATION:

The Contractor certifies that it is not currently engaged in, and will not for the duration of the contract engage in, a boycott of Israel as defined by Tenn. Code Ann. § 12-4-119. This provision shall not apply to contracts with a total value of less than two hundred fifty thousand dollars (\$250,000) or to contractors with less than ten (10) employees.

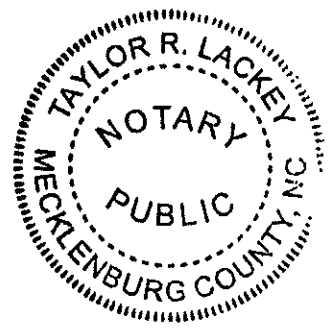
Edgar Garcia CFO
Printed Name and Title of Authorized Official

[Signature]
Signature of Authorized Official

10-16-23
Date

STATE OF North Carolina

COUNTY OF mecklenburg



Before me personally appeared Edgar Garcia, with whom I am personally acquainted (or proved to me on the basis of satisfactory evidence), and who acknowledged that such person executed the forgoing affidavit for the purposes therein contained.

Witness my hand and seal at office this 16th day of October 2023

Notary Public My commission expires: 10/05/2028

CRIMINAL BACKGROUND COMPLIANCE AFFIDAVIT

STATE OF North Carolina
COUNTY OF Mecklenburg

The undersigned, principal officer of CBI, an employer contracting with Williamson County Board of Education to provide services having direct contact with children or access to grounds of a Williamson County public school while students are on grounds, hereby states under oath as follows:

1. The undersigned is a principal officer of CBI (Hereafter referred to as the "Company"), and is duly authorized to execute this Affidavit on behalf of the Company.
2. The Company submits this Affidavit pursuant to T.C.A. 49-5-4 13 as amended effective September 1, 2007 for entities entering into contracts with a local board of education where the company's employees will have direct contact with school children or access to the grounds of a school when children are present. It is the duty of the Company to require applicants supply a fingerprint sample and submit to criminal history records check to be conducted by the Tennessee Bureau of Investigation and the Federal Bureau of Investigation prior to permitting the person to have contact with such children or enter school grounds and to take certain other actions based upon the results of the records check.
3. The Company is in compliance with the terms of T.C.A. 49-5-413.

Further affiant saith naught.

Principal Officer Edgar Garcia CFO



STATE OF North Carolina
COUNTY OF Mecklenburg

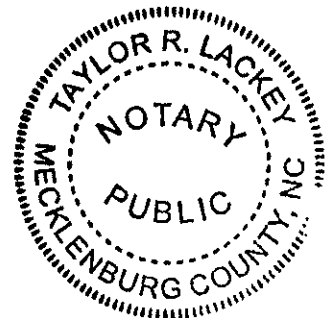
Before me personally Edgar Garcia appeared with whom I am personally acquainted (or proved

to me on the basis of satisfactory evidence), and who acknowledged that he/she is the of CFO CBI and is authorized to execute this instrument on behalf of the principal for the purposes therein contained.

Witness my hand and seal at office this 10th day of October 2023

Notary Public Taylor R. Lackey

My commission expires: 10/05/2028



CERTIFICATION OF COMPLIANCE WITH THE IRAN DIVESTMENT ACT

Effective July 1, 2016, this form must be submitted for any contract that is subject to the Iran Divestment Act, Tenn. Code Ann. 12-12-101, et seq., ("Act"). This form must be submitted with any bid or proposal regardless of where the principal place of business is located.

Pursuant to the Act, this certification must be completed by any corporation, general partnership, limited partnership, limited liability partnership, joint venture, nonprofit organization, or other business organization that is contracting with a political subdivision of the State of Tennessee.

Certification Requirements.

No state agency or local government shall enter into any contract subject to the Act, or amend or renew any such contract with any bidder/contractor who is found ineligible under the Act.

Complete all sections of this certification and sign and date it, under oath, in the presence of a Notary Public or a person authorized to take an oath in another state.


CERTIFICATION:

I, the undersigned, certify that by submission of this bid, each bidder and each person signing on behalf of any Respondent certifies, and in the case of a joint bid or contract each party thereto certifies, as to its own organization, under penalty of perjury, that to the best of its knowledge and belief that each bidder is not on the list created pursuant to Tenn. Code Ann. 12-12-106.

Respondent represents it has the full power, knowledge, and authority to make this Certification and that the signatory signing this Certification on behalf of bidder/contractor has been duly authorized to do so on behalf of the bidder/contractor.

Sworn as true to the best of my knowledge and belief, subject to the penalties of false statement.

Edgar Garcia CFO
Printed Respondent Name Printed Name of Authorized Official


Signature of Authorized Official

10-16-23
Date