

**MEMO TO: BOARD MEMBERS
DR. JOHN SIMPSON**

FROM: BRUCE ELLERMAN

DATE: DECEMBER 5, 2016

RE: KNIGHT AUDITORIUM SEATING REPLACEMENT

The accompanying materials are related to the planned replacement of seating in Knight Auditorium. The project is scheduled for the summer of 2017 during school break but the seating needs to be ordered in advance since there is a lead time for its production. Rob Steuber, Webster's Facilities Project Manager, has solicited bids on this seating and his recommendation and supporting materials are attached. Sufficient funds for this project are in the district's existing budget for Line 96 - Building Improvements.

Please note this bid and the requested approval are for the seating materials only from CI Select and do not include the labor for removal of old seating and installation of the new seating. While CI Select did also quote the labor component of the seat replacement, we are choosing to separately bid labor in order to insure competitive pricing. A recommendation for the labor component will therefore be separately presented to the Board for approval in January. However, since materials pricing for the seating was only good through December 31, 2016, we are requesting board approval of that aspect now.

Please contact me or Mr. Steuber should you have any questions or need further information.

RECOMMENDED BOARD ACTION....that the Webster Groves School District Board of Education approve the bid from CI Select in the amount of \$190,962.78 for Knight Auditorium replacement seating per the attached materials.

MEMO TO: BOARD MEMBERS

FROM: ROBERT J. STEUBER

DATE: December 5th, 2016

RE: AUDITORIUM SEATING SELECTION

Based on Board approval, the District moved forward with researching the costs for the replacement of the High School Auditorium Seating. Several planning meetings (which included the District Administration, High School Administration and our Districts Building Advisory Committee) were held to review and discuss what options should be considered to best suit our needs.

As part of the planning, a survey of the existing interior space was performed to document the current seating count and layout, and to assist in understanding the application of current codes and standards including any and all ADA requirements.

Through the various discussions along with the incorporation of the existing area survey, a revised auditorium layout was developed. A review of the revised layout was performed by the various groups. During the review with the High School Administrators (including Jon Clark, Pat Voss and John Raimondo), it was realized that based on the actual curriculum needs, there was an opportunity to reduce the overall quantity of seating which resulted in a cost savings to the overall seating budget. Also, by reducing the quantity of seating we were able to improve on the seat width and row spacing (aisle spacing) for an increased level of comfort and trafficking.

After the final layout was approved, several product lines were considered along with the multiple options offered by each. The decision was made to request physical samples of various seat assemblies which were provided by the manufacturers and reviewed by the various District groups

The product line that is being recommended to the Board is the *Lancaster* model from KI Incorporated and distributed by CI Select here in St Louis. Included within you will find a product summary sheet and cost breakdown.

Please note that the cost reflected in the summary is for the purchase of the seating product only and does not include labor cost for:

- *the removal of the existing seating or
- * Installation of the new seating.

We are currently in the process of obtaining competitive pricing for the removal of existing and installation of the new seating.

Also included as an attachment to this recommendation is a statement provided to us by procurement manager for the Education Plus program which is a State purchasing cooperative that provides products to School Districts at a deeply discounted rate. (the WGSD district recently took advantage of a similar coop program when purchasing all of the furniture for the North Addition Project)

The cost for the procurement of the seats for the Auditorium Seating Replacement Project is:

Total: \$190,962.78

I will be available to answer any questions the Board has regarding the process or recommendation. If you have any questions, please feel free to contact me.

CI Select
 11840 Westline Industrial
 St. Louis, MO 63146
 Phone: 314.909.1990
 Fax: 314.909.1911

Webster Groves High School - RS
 100 Selma Avenue
 Webster Groves, MO 63119
 Attn: Rob Steuber
 Phone: 314-963-6400
 Fax: 314-963-6483

Item	Mfg	Cat	Qty	Part Description	Sell	Ext Sell
1				ADA Compliant		\$ 0.00
2				Wood on 1st floor & All Poly on 2nd floor		\$ 0.00
3		*CU ST...	762	Lancaster Auditorium Seating Seat and Back Assembly COM Fabric (Pending Testing & Appro... 3" Foam on Seat & 2" on Back Plastic Arm Caps Plastic Back Panel and Seat Bottom. Standard KI Finishes (See Color Adden... Floor Mounted Upright (With or Without...	\$ 141.35	\$ 107,708.70
4		*CU ST...	762	Pallas P1 Fabric on Seat and Back Complies with California Tech. Bulletin ...	\$ 49.50	\$ 37,719.00
5			477	Aluminum Row Markers Gold or Silver .78 x 1.18 Ellipse, Attached by two small Brads. Row Markers Recessed and Secured on Top Surface at Rear of Armcap	\$ 4.40	\$ 2,098.80
6		*CU ST...	356	Seat/Row Markers .78 x 1.18 Ellipse .020 Thick Lexan Fil... Seat Numbers Recessed on Front of S... Row Markers Recessed and Secured o...	\$ 1.10	\$ 391.60
7		*CU ST...	8	ADA Flip-up Arm Standard KI Finishes (See Color Adden... Not Available With Power, Data and Ai...	\$ 73.70	\$ 589.60
8		*CU ST...	81	First Floor Wood Veneer End Panels 18mm Thick Baltic Birch Plywood Core ... Edges Stained to Match Veneer Faces Standard KI Finishes (See Color Adden...	\$ 42.90	\$ 3,474.90

Signature _____ Date: _____

11/28/2016 10:07:39 AM

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Created by: kj

Revised by: XXX _/_/_

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Item	Mfg	Cat	Qty	Part Description	Sell	Ext Sell
9		*CU ST...	436	First Floor Wood Back Panels Maple Wood Veneer Back Standard KI Finishes (See Color Adden... Not Available with Power and Data	\$ 59.95	\$ 26,138.20
10		*CU ST...	436	First Floor Wood Arm Caps Standard KI Finishes (See Color Adden... Maple Wood Armcaps	\$ 17.60	\$ 7,673.60
11		*CU ST...	57	Second Floor Plastic End Panels Constructed of Injected Molded Polypro... Standard KI Finishes (See Color Adden...	\$ 6.05	\$ 344.85
12		*CU ST...	1	Freight Do Not Discount	\$ 4,823.53	\$ 4,823.53
			1	TAX EXEMPT	\$ 0.00	\$ 0.00
			1	50% Deposit Required Prior to Order Placement.	\$ 0.00	\$ 0.00
			1	A 2.75% convenience fee applies to credit card payments.	\$ 0.00	\$ 0.00
			1	Please see our website at www.ciselect.com/terms for full terms and conditions.	\$ 0.00	\$ 0.00
				Grand Total		\$ 190,962.78

Signature _____ Date: _____

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Revised by: XXX _/_/_



October 19, 2016

To Whom It May Concern:

Education Plus is a State procurement cooperative providing products, procurement resources and services to the school districts of Missouri which support their education goals. The EducationPlus cooperative purchasing program meets Missouri State statutes for the competitive bidding process thus saving districts time and money. CI Select is an approved furniture vendor of the EducationPlus, and has a long standing relationship with EducationPlus and many local school districts. CI Select's approved bid number through Education Plus is 141212.

If you need any further information, please feel free to contact me at 314-692-1224 upon receipt of this information.

Sincerely,

Stephanie Everhart Brown
Manager of Procurement & Sales
EducationPlus
314-692-1224
severhartbrown@edplus.org