



East Lansing Board of Education

509 Burcham Drive, East Lansing, MI 48823

Special Meeting
January 29, 2021 - 8:00 AM
Zoom meeting

Agenda



I. Opening of Meeting

- A. *Call to Order*
- B. *Roll Call*
- C. *Mission: Nurturing Each Child, Educating All Students
Citizens*
- D. *Approval of Agenda*

Motion: The Board of Education approve the agenda of the January 29, 2021 special meeting as presented.

II. Public Comment: This is the opportunity to address the Board. Speakers are to confine their remarks to five minutes. If a speaker requires more than five minutes, after all other persons who have requested to speak during this part of the meeting have spoken, that speaker will be allowed additional time. The Superintendent or other district staff may comment to clear up or avoid significant misunderstandings.

III. Action Items

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A. Purchase of Desk Partitions

Motion: The Board of Education approve the purchase of 3500 desk/table partitions from Cleveland Menu in the amount of \$57,700 as presented.

IV. Announcements

V. Adjournment

Respectfully Submitted,

***Dori Leyko
Superintendent***



East Lansing
Public Schools

MEMORANDUM

TO: ELPS Board of Education Members

FROM: Dori Leyko, Superintendent

SUBJECT: Purchase of Desk Partitions

DATE: January 28, 2021

Motion

The Board approve the purchase of 3500 desk/table partitions from Cleveland Menu in the amount of \$57,700.

Background Information

Due to the nearness of in-person instruction offering, we are requesting that the Board approve this purchase since it is greater than the bid threshold of \$25,288. The District does not have ample time to bid this item and receive them prior to reopening.



1441 E. 17th Street
Cleveland, OH 44114
216.241.5256
clevelandmenu.com

Quote Prepared For:

East Lansing Public Schools
Attn: Glenn Mitcham
501 Burcham Dr.
East Lansing, MI 48823
glenn.mitcham@elps.us

Order Information:

Client ID:28017
Quote Date: 1/28/2021

Contact Information:

Jim Ramella – Jimr@clevelandmenu.com

DESCRIPTION

U-shaped desk dividers – Will ship flat to be folded on property by the customer. Each divider comes with 2 plastic feet for additional stabilization. 2 material options available:

- 1.) Regular PVC – with handles 24 inches tall
- 2.) Premium Poly Carbonate – with handles 23 inches tall

LEAD TIME

3-5 days

PACKAGING

Ship flat on pallets, to be folded on property. Poly Carbonate is masked both sides that will also be peeled off on property

PRICING

Premium Poly Carbonate:

3,500 U-shaped desk dividers w/ 2 plastic feet = \$16 each = \$56,000

Freight Shipping for 3,500 dividers = \$1,700

Total: \$57,700

Authorized Client Signature

Printed Name

Date Accepted

PO Number