

BOARD OF EDUCATION OF HARFORD COUNTY

INFORMATIONAL REPORT

DECISION ON CONTRACT USE WITH AMERICAN DESIGN ASSOCIATES

<b>Board Meeting Date:</b>	May 22, 2023
<b>Contract Number and Title:</b>	2015-42 Furniture and Equipment

<b>Procurement Type:</b>	Piggyback – Mid-Atlantic Purchasing Team (MAPT)
<b># of Vendors Sent Bid Announcement:</b>	n/a
<b># of Bids Received:</b>	79

<b>Term:</b>	Current through December 31, 2023
<b>Renewals:</b>	2, additional 1-year renewals

<b>Estimated Value of Contract</b>	Over \$100,000
<b>Funding Source:</b>	Operating or Capital, as needed
<b>Department:</b>	Various

**Description:**

- American Design Associates provides a wide range of furniture for administrative offices, classrooms, libraries, and cafeterias.
- This contract will be utilized districtwide, on an as-needed basis. Schools and offices request the purchase of furniture throughout the year. When requested, American Design Associates will coordinate with the school or department to determine specific furniture requirements.
- The amount of this request will cause the total purchases with this vendor to exceed \$100,000 per school year.
- Additional purchases may be made on an as needed basis.
- For any single purchase exceeding \$100,000, board approval will be requested.
- Market research of other contracts was conducted and based on pricing and scope of work; this contract was selected.

**Recommended Award To:**

American Design Associates	Towson, MD
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