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MSBA Working to Save School Districts Money on School Furniture

Many of you have requested that we simplify the Collaborative Procurement Program (C.P.P.). You spoke, we listened. See C.P.P. 2021 participation details below.

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Collaborative Procurement Program (C.P.P.) 2021

PARTICIPATION IS AS EASY AS SAYING "YES"

- ▶ Opt in: Say Yes (*confirm participation with MSBA*)
- ▶ Choose Furniture Manufacturer + Installer/Dealer
- ▶ Receive Deeper Discounts than MHEC's Top Tier Discount

Steps to Participation



- Step 1** Choose your Manufacturer + Installer/Dealer
- Step 2** Request a Quote (*facilitated through MHEC*)
- Step 3** Receive Pricing
- Step 4** Place Order with Installer/Dealer (*copy to MHEC*)

BENEFITS

- Lowest Pricing (*through aggregation*)
- MHEC's Punch-List Support (*if desired*)

Pricing Examples
[Click Here!](#)

C.P.P. 2021 Timeline

October 30th (or before) - Provide completed specifications to MSBA/MHEC with final quantities, fabrics and finishes for pricing of classroom, cafeteria and administrative furniture. (*If this date is too early for your schedule please let us know your target date.*)

November 16th (or earlier) - Pricing available based on final quantities

November 30th - Commit to participate by informing MSBA that "YES - we are ordering from the C.P.P." When you place your order with the manufacturer, please copy the MSBA and the MHEC to assist us to accurately track the volume per manufacturer.



DID YOU KNOW?

Are you curious about which brands of furniture are popular in MA Schools? Check out the *School Furniture Highlights 2017-2019*, where you can view school furniture that MSBA schools have recently purchased. Categories of school furniture include, administrative, classroom, and cafeteria. Just click on the image and enjoy!



Did you know that the MSBA created a webpage dedicated to display trends, cost data analyses and reports solely for Furniture, Fixtures, and Equipment (FF&E)? To learn more about FF&E and to see what other MSBA school projects purchased and paid for their FF&E, please click [here](#).

We Are Ready When You Are

Have you determined all quantities, fabrics and finishes for your classroom, cafeteria and administrative spaces? If so, please send the final specifications to Barbara Hansberry at the MSBA and Rika Monzillo at MHEC to determine C.P.P. pricing/savings for your order.

Manufacturer Presentations

Below are the manufacturer presentations that we have received so far based on school district's preferred manufacturers. To view presentations, simply click on the manufacturer name link.



School Furniture Satisfaction Survey: Common Themes

Here are the common themes that resulted from our first annual school furniture satisfaction survey. This information may be helpful to your planning process. For school districts that participate with the C.P.P. to buy furniture, MHEC will provide any necessary follow-up support with manufacturers, dealers and installers.

The following highlights the common themes that we learned from our stakeholders:

Chair Glides

Ten out of nineteen school projects experienced issues with their chair glides.

In a recent MSBA roundtable discussion, one school district's facilities director stated that his district's solution to the wear and tear of chair glides is to put tennis balls on the feet of all classroom chairs.

Wrong/Missing/Damaged Items

The furniture delivery process is not without potential issues. Wrong, missing or damaged items from a furniture delivery reportedly occurred in five out of the nineteen school projects.

- *"My biggest complaint is that all companies took a long time for items that had issues to be corrected. We went into the year with wrong items, items that needed to be fixed, missing items, etc. I know this is normal, but in some cases it took many months for these issues to be resolved. I don't think this was any one company, but a global concern to be aware of."*

One survey respondent stated that their supplier, delivered items late and damaged.

- *"... a number of items not on time and delivered damaged. At one point, the building committee voted to withhold payment until the arrival of items."*

Installation

Installation issues manifested four out of nineteen times according to Survey respondents.

- *"Several pieces needed to assemble product[s] were missing on original delivery or misplaced in the field. All of the library shelving had to be taken apart and reassembled because improper installation."*

Carelessness of assembling and handling of school furniture was also reported.

- *"... companies used installers that were not necessarily concerned about damaging the school or furniture during their installations. Furniture, floors, doors and walls were gauged as a result of the installer's carelessness delivering, setting up and installing the furniture. Many legs on the students' desks fell off in the middle of class."*

The full *Furniture Survey Report* will be available on the MSBA FF&E webpage.



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