



21 W. Nicolet St.
Banning, CA 92220
(951) 849-3192 (tel.)
(951) 849-6355 (fax)
www.banninglibrarydistrict.org

STAFF REPORT

Meeting Date: August 12, 2020
By: Kevin Lee, District Director
Agenda Item 10.1

TITLE:

Discussion and Authorization to enter into an agreement with a library furniture interior designer company

DISCUSSION/INFORMATION:

At the last regular board meeting the Board directed the Director to revise the quotes, in particular: 1) Agati needed to include bookshelves in the Children Room and 2) Yamada needed to reduce cost, without altering the design plan.

In attached revised proposals, Agati added bookshelves in the Children's Room and replaced Etta tables with Manifest Round tables. The new cost is \$201,316.12. Yamada replaced two tables and six chairs with one alphabet table and four chairs. This is by the entrance next to the parent/child station. We eliminated new circulation chairs because our current chairs are still solid. Yamada removed the Omit Imprint Side Panels for the parent/pen station. We switched our circulation desk to have laminate instead of the Corian. The new cost is \$209,898.77.

In the new cost, Yamada included the applique items, trees, and learning activity panels. Agati does not offer such items.

RECOMMENDATION:

Authorize the Director to enter into an agreement with Yamada in the amount not to exceed \$209,893.77; or

Authorize the Director to enter into an agreement with Agati in the amount not to exceed \$201,316.12



16552 Burke Lane, Huntington Beach, CA 92647-4538
 (714) 843-9882 • (800) 444-4594 • FAX (714) 843-9202

To: Kevin Lee
 Banning Library District
 21 W Nicolet St.
 Banning, CA 92220

Date: 7/21/2020
Job Location: Banning Library
Est. Lead Time: 90-120 Days
Freight: Incl.
F.O.B.: Destination
Terms: 50% Dep/Bal Net 30

ITEM	QTY.	PART NO.	DESCRIPTION	UNIT PRICE	EXTENSION
Teen Library					
3branch					
A	2	SK-3636-LAM	Skware table with laminate top and PVC edge, 36" x 36" x 29-1/2"H.	1,606.00	\$ 3,212.00
B	2	SK-4836-LAM	Skware table with laminate top and PVC edge, 36" x 48" x 29-1/2"H. Unit will have a 17"H x 30"W Snowsound divider.	1,752.00	\$ 3,504.00
C	2	SK-8430-LAM	Skware table with laminate top and PVC edge, 84" x 30" x 29-1/2"H.	2,398.00	\$ 4,796.00
C	4	GMT-01	Grommets.	23.00	\$ 92.00
Byrne					
C	4		Receptacles, jumpers, power entry.	365.00	\$ 1,460.00
Humanscale					
C	2		Neat Tech large wire management tray, 48"L x	199.00	\$ 398.00
Snowsound					
E	4		Mitesco 17.3" x 63" panel.	508.00	\$ 2,032.00
E	4		Mitesco connection brackets and front caps.	38.00	\$ 152.00
C	2		Mitesco 17.3" x 30" panel.	415.00	\$ 830.00
C	2		Mitesco Desk desktop bracket stem with fixings.	160.00	\$ 320.00
SitOnIt					
D	12		Lumin 4-legged side chair.	226.00	\$ 2,712.00
Estey Steel Library Bookstacks					
	1	Lot	Steel bookstacks, wood veneer end panels, and high pressure laminate canopy tops on 45"H.	13,225.00	\$ 13,225.00

SA	9		84"H x 30"/36"W x 10"D single face shelving with one integral back base, five integral back adjustable shelves and a steel canopy top.		
SB	3		Mobile shelving, 45"H x 36"W x 20"D double face shelving with two integral back base and four integral back adjustable shelves.		

NOTES:

Quote is based on current manufacturer's pricing.
 Assumes abandoned HVAC system will be removed.
 Assumes new carpet will be in place.

			COST OF MATERIAL	\$	32,733.00
			LABOR		Included
			SUBTOTAL	\$	32,733.00
			7.750% TAX	\$	2,536.81
			FREIGHT		Included
			TOTAL	\$	35,269.81

1. This quotation is subject to change unless accepted within 30 days from the above date.
2. Shipping dates are approximate and are based upon receipt of all necessary information.
3. Prices quoted do not include direct taxes imposed by Federal, State or Municipal authorities unless stated.
4. A service charge of 1½% per month (18% annum) will be charged on all past due accounts.
5. If paying with credit card, add 3.5% to total.

Linda Braverman

Linda Braverman
linda@yamadaenterprises.com



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To: Kevin Lee
 Banning Library District
 21 W Nicolet St.
 Banning, CA 92220

Date: 7/22/2020
Job Location: Banning Library
Est. Lead Time: 90-120 Days
Freight: Incl.
F.O.B.: Destination
Terms: 50% Dep/Bal Net 30

ITEM	QTY.	PART NO.	DESCRIPTION	UNIT PRICE	EXTENSION
Children's Library					
TMC Furniture					
A	1		Whistler round ottoman with leaf divider, 44" diameter x 15"SH. Fabric: 4.25 yds	2,580.00	\$ 2,580.00
B	1		Perimeter single-faced book bin with frog, 48"W x 23-3/4"D x 26"TH.	2,586.00	\$ 2,586.00
	1		Optional casters. Adds .75" to total height. Locking or Unlocking.	112.00	\$ 112.00
C	1		Family workstation, 72"L x 45"D x 47-1/2"H with <i>ImPrinted sides</i> , mat, mirror and one flat activity panel.	6,120.00	\$ 6,120.00
	-1		Omit ImPrinted side panels.	1,363.00	\$ (1,363.00)
	1		Learning activity panel, peg style.	719.00	\$ 719.00
	1		Learning activity panel, sliding style.	782.00	\$ 782.00
D	3		Learning activity panel, flat style.	602.00	\$ 1,806.00
	3		Learning activity panel, peg style.	719.00	\$ 2,157.00
	3		Learning activity panel, sliding style.	782.00	\$ 2,346.00
E	4		Kestrel child chair, 14-1/2"W x 17"D x 28"H with 14" seat height. Includes InScribed cut-out.	521.00	\$ 2,084.00
F	19		Kestrel child chair, 14-1/2"W x 17"D x 30"H with 16" seat height. Includes InScribed cut-out.	460.00	\$ 8,740.00
	-19		Omit InScribed cut-out for above.	72.00	\$ (1,368.00)
G	2		Plover bench, 36"W x 14"D x 16" seat height.	1,079.00	\$ 2,158.00
H	2		Learning Corner panels. L-shaped and approximately 8' x 5' x 45"H.	1,368.00	\$ 2,736.00
I	2		Tampa Cloud, medium mobiles.	593.00	\$ 1,186.00
	3		Tampa Cloud, large mobiles.	784.00	\$ 2,352.00

J	3		Freestanding Arbor trees to be floor mounted with metal plate and wood cover.	4,210.00	\$ 12,630.00
K	1		Plover table, 24" square x 20"H with plywood edge.	835.00	\$ 835.00
L	4		Plover stool, 16"OW x 14"W x 14"D x 12" seat height.	481.00	\$ 1,924.00
M	2		Grove Tree applique 1, 46-1/3"W x 95"H x 1/2" thick.	1,105.00	\$ 2,210.00
	2		Grove Tree applique 2, 40"W x 95"H x 1/2" thick.	1,105.00	\$ 2,210.00
	2		Grove Tree applique 3, 20-3/4"W x 95"H x 1/2" thick.	1,105.00	\$ 2,210.00
N	3		Butterfly, medium applique.	409.00	\$ 1,227.00
	1		Sun, medium applique.	409.00	\$ 409.00
	4		Butterfly, small applique.	279.00	\$ 1,116.00
	4		Dragonfly, small applique.	279.00	\$ 1,116.00
	3		Bird, small applique.	279.00	\$ 837.00
	2		Bumblebee, small applique.	279.00	\$ 558.00
	21		Wood mounting dowels.	81.00	\$ 1,701.00
T	1		Alphabet table, 42" diameter x 24"H.	2,304.00	\$ 2,304.00
			Arcadia		
O	1		Buds children's inLine/end bench, 19-3/4"W x 17-1/4"D x 15"H. Fabric: (1 yd)	681.00	\$ 681.00
P	3		Buds children's bench, 22-1/4"W x 17-1/4"D x 15"H. Fabric: (1-1/4 yds)	718.00	\$ 2,154.00
Q	2		Buds children's 45 degree bench, 21-1/2"W x 17-1/4"D x 15"H. Fabric: (1 yd)	681.00	\$ 1,362.00
R	2		Leaf mid size inline/end bench, 26"W x 21-1/2"D x 18-1/2"H.	985.00	\$ 1,970.00
R1	1		Leaf mid size bench, 28-1/4"W x 21-1/2"D x 18-1/2"H.	991.00	\$ 991.00
S	3		Leaf lounge chair, 37"W x 27-1/4"D x 31"H with 18-1/2" seat height.	1,349.00	\$ 4,047.00
			Muzo		
V	2		Mini Mobile 850 crescent folding table on casters, 33.5" diameter x 27"H.	872.00	\$ 1,744.00
W	2		Mini Mobile 850 circle folding table on casters, 33.5" diameter x 27"H.	872.00	\$ 1,744.00
			SitOnIt		
Y	1		Movi light task chair with arms.	511.00	\$ 511.00

		Millwork			
Z & AA	1		Circulation desk with storage cabinets and L-shaped computer workstation. Wood veneer construction with Corian worksurfaces. Tall storage cabinets are high pressure laminate construction.	58,400.00	\$ 58,400.00
	-1		Omit decorative 3-form panels on face of desk but leave 3-form 12"H divider panels on desk worksurface as shown in renderings.	2,958.00	\$ (2,958.00)
	-1		Use high pressure laminate worksurface with solid wood edge in lieu of Corian.	8,312.00	\$ (8,312.00)
	2		Omit keyboard trays. (Qty of 2)	205.00	\$ 410.00
		Estey Steel Library Bookstacks			
	1		Steel bookstacks, wood veneer end panels, and high pressure laminate canopy tops.	33,500.00	\$ 33,500.00
SA	17		72"H x 36"W x 12"D single face shelving with one divider type base and four divider type adjustable shelves.		
SB	6		72"H x 36"W x 24"D double face shelving with two divider type base and eight divider type adjustable shelves.		
SC	5		45"H x 36"W x 24"D double face shelving with two divider type base and four divider type adjustable shelves.		
SD	15		45"H x 36"W x 12"D single face shelving with one divider type base and two divider type adjustable shelves.		
	-1		Omit seismic anchoring calculations for Children's as long as the Teen area is purchased.	1,200.00	\$ (1,200.00)

NOTES:

Quote is based on current manufacturer's pricing.
 Assumes abandoned HVAC system will be removed.
 Assumes paint will be complete and new carpet will be in place.
 See presentation dated 7-22-20.

			COST OF MATERIAL	\$	162,064.00
			LABOR		Included
			SUBTOTAL	\$	162,064.00
			7.750% TAX	\$	12,559.96
			FREIGHT		Included
			TOTAL	\$	174,623.96

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2. Shipping dates are approximate and are based upon receipt of all necessary information.
3. Prices quoted do not include direct taxes imposed by Federal, State or Municipal authorities unless stated.
4. A service charge of 1½% per month (18% annum) will be charged on all past due accounts.
5. If paying with credit card, add 3.5% to total.

Linda Braverman

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Quote #: 2000141.6

Project #: 200141



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451 N. Claremont Ave. Chicago, IL 60612 O.312.829.1977 F. 312.829.8249

Project Name: Banning Library District - Children's Area

Ship to:

Banning Library District
21 West Nicolet Street
Banning, CA 92220

Quote Recipient:

For questions on your quote please contact your Project Coordinator below

Pam Tinsley

ptinsley@agati.com

312-465-4620

Please Note: Information listed below in RED is missing and will delay processing of your order

QTY	Item#	Item Specification	List	Ext. List	Net	Ext. Net
1	DSK-1	CUS-LIB-DSK-14430-30-M Custom Manifest Librarian's Desk Desk for (2) people, made of Maple solids and veneer attached top, modesty and end panels. Radiused corners and curved at return. Powdercoat round legs. Desk: 144w 30d 30h Return: 40w 30d 30h TAG: Children's Room Top Inset Material: Maple Veneer Top Edge Type: Agati Square Wood Edge Top Edge Material: Solid Maple Base Material: Metal Wood Finish: Stain to Match Sample Metal Base Finish: Metallic Silver	19,900.00	19,900.00	10,945.00	10,945.00
2	DSK-1	ELEC-PGRM-RD-35-BK Electrical Power & Data Access 3" Plastic Round Grommet and Cutout Grommet comes with cap and sleeve	138.00	276.00	75.90	151.80
2	DSK-1	ELEC-HSWT-TM-SVL Half Shell Wire Tray Top Mount <i>Finish: Metallic Silver</i>	122.00	244.00	67.10	134.20
2	DSK-1	ELEC-UL101-4-BC Compact Plug-In Outlet Power Strip 4 outlet 6' Cord Set	105.06	210.12	57.78	115.57
3	PED-1	EMT-PED-3-DRW-1519-28 Pedestal BP/B/F Metal Pedestals 15w 19d 28h Base Material: Metal Metal Base Finish: White	651.00	1,953.00	358.05	1,074.15
2	PED-1	EMT-PED-CASTERS	122.00	244.00	67.10	134.20

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		Set of 4 Casters				
3	CAB-1	PRM-STRG-SF-3684-22-M Primary Storage Storage cabinet, single faced with 5 adjustable shelves, locking doors. 36w 22d 84h TAG: Children's Room Base Material: Wood Wood Finish: Stain to Match Sample	7,789.00	23,367.00	4,283.95	12,851.85
1	CAB-2	PRM-STRG-SF-2484-22-M Primary Storage Storage cabinet, single faced with 5 adjustable shelves, locking doors. 24w 22d 84h TAG: Children's Room Base Material: Wood Wood Finish: Stain to Match Sample	7,410.00	7,410.00	4,075.50	4,075.50
1	WKS-2	MFT-TBL-13648-27-MOD Manifest table Metal Base table with plastic laminate work surface and PVC edge 136w 48d 27h Modification: height TAG: Children's Room Top Inset Material: Plastic Laminate Top Edge Type: 3mm PVC Top Edge Material: TBD Table Laminate Material: TBD Base Material: Metal Metal Base Finish: Metallic Silver	3,970.00	3,970.00	2,183.50	2,183.50
5	WKS-2	ELEC-PGRM-RD-35-BK Electrical Power & Data Access 3" Plastic Round Grommet and Cutout Grommet comes with cap and sleeve	138.00	690.00	75.90	379.50
5	WKS-2	ELEC-HSWT-TM-SVL Half Shell Wire Tray Top Mount <i>Finish: Metallic Silver</i>	122.00	610.00	67.10	335.50

5	WKS-2	<p>ELEC-UL101-4-BC Compact Plug-In Outlet Power Strip 4 outlet 6' Cord Set</p>	105.06	525.30	57.78	288.92
2	T-1	<p>MFT-TBL-42-27-MOD Manifest Study Table 42 dia 27h Round Study Table - plastic laminate top, PVC edge and (4) Manifest Legs - 42 dia 27h</p> <p>Modification: base Top Inset Material:Plastic Laminate Top Edge Type: 3mm PVC Top Edge Material: TBD Table Laminate Material: TBD Base Material: Metal Metal Base Finish: Metallic Silver</p>	3,110.82	6,221.64	1,710.95	3,421.90
1	T-3	<p>MFT-TBL-42-29-MOD Manifest Study Table 42 dia 29h Round Study Table - plastic laminate top, PVC edge and (4) Manifest Legs - 42 dia 29h</p> <p>Modification: base Top Inset Material:Plastic Laminate Top Edge Type: 3mm PVC Top Edge Material: TBD Table Laminate Material: TBD Base Material: Metal Metal Base Finish: Metallic Silver</p>	3,110.82	3,110.82	1,710.95	1,710.95
1	WKS-1	<p>MFT-TBL-7248-4429-MOD Manifest table Metal Base table with plastic laminate work surface and PVC edge. 3Form center divider panel. 72w 48d 44h 29wsh</p> <p>Top Inset Material:Plastic Laminate Top Edge Type: 3mm PVC Top Edge Material: TBD Table Laminate Material: TBD Base Material: Metal Metal Base Finish: Metallic Silver Divider Panel Material: 3Form-Price Group B</p> <p>Divider Panel Edge Type: Sanded Edges</p>	3,867.02	3,867.02	2,126.86	2,126.86
1	WKS-1.1	<p>MFT-TBL-7248-29 Manifest table Metal Base table with plastic laminate work surface and PVC edge 72w 48d 29h</p> <p>Top Inset Material:Marmoleum Top Edge Type: 3mm PVC</p>	2,545.00	2,545.00	1,399.75	1,399.75

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		<p>Top Edge Material: TBD Table Laminate Material: TBD Base Material: Metal Metal Base Finish: Metallic Silver</p>				
1	FG-1 TE	<p>MFT-CRV-TBL-17524-29-MOD Manifest curved table Table with marmoleum work surface and PVC edge, metal legs with casters. Table will be built in three sections and butted up against each other for ease of moving. 175w 24d 29h Modification: curved top, size, casters TAG: Children's Room Top Inset Material: Marmoleum TBD Top Edge Type: 3mm PVC Top Edge Material: TBD Table Laminate Material: TBD Base Material: Metal Metal Base Finish: Metallic Silver</p>	14,404.57	14,404.57	7,922.51	7,922.51
2	CFG-1	<p>GEE-STG-2201-INC-MOD Gee Lounge Chair Gee 45 Degree Inner Curve Lounge Chair cushioned seat and back, metal legs*. *(Anodized aluminum) Fabric Included - See Below. 45.5w 32d 33h 16sh Modification: 16" seat height TAG: Children's Room Fabric A-Seat: \$30/yd fabric allowance Fabric B-Back: \$30/yd fabric allowance</p>	3,459.98	6,919.96	1,902.99	3,805.98
3	CFG-1	<p>GEE-STG-2201-OTC-MOD Gee Lounge Chair Gee 22.5 Degree Outer Curve Lounge Chair cushioned seat and back, metal legs*. *(Anodized aluminum) Fabric Included - See Below. 35w 30d 33h 18sh Modification: 16" seat height TAG: Children's Room</p>	2,879.69	8,639.07	1,583.83	4,751.49

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		Fabric A-Seat: \$30/yd fabric allowance Fabric B-Back: \$30/yd fabric allowance				
4	CFG-1	OPT-GNG-01 Gee ganging charge	126.69	506.76	69.68	278.72
5	CFG-1	OPT-CST-01 Gee Caster Option	53.50	267.48	29.42	147.11
13	CH-1	ETA-STG-1600-B Etta Youth Chair 18 1/2w 22 1/2 d 31 1/2h 16sh Side Chair, Solid Wood, Seat and Back 18 1/2w 22 1/2d 31 1/2h 16sh TAG: Children's Room Seating Wood Material: Beech Seating Wood Finish: Stain to Match Sample	813.70	10,578.10	447.54	5,817.96
17	CH-2	ETA-STG-1800-B Etta Chair 19w 22 1/2 d 33 1/2h 18sh Chair, Solid Wood, Seat and Back 19w 22 1/2d 33 1/2h 18sh TAG: Children's Room Seating Wood Material: Beech Seating Wood Finish: Stain to Match Sample	813.70	13,832.90	447.54	7,608.10
2	TS-1	ALT5112-1 Toad Stool 12" 16dia 12h Orange/Blue TAG: Children's Room	451.00	902.00	248.05	496.10
4	TS-2	ALT5114-1 Toad Stool 14" 16dia 14h Gold/Light Green TAG: Children's Room	479.00	1,916.00	263.45	1,053.80
1	BS-1	PRM-BKC-SF-STR-3666-12-M Primary Book Shelf 36w 66h 12d Single Faced Starter Shelving Units 1 fixed shelf, 4 adjustable shelves TAG: Children's Room Base Material: Wood Wood Finish: Stain to Match Sample	4,415.00	4,415.00	2,428.25	2,428.25

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13	BS-1	PRM-BKC-SF-ADR-3566-12-M Primary Book Shelf 35w 66h 12d Single Faced Adder Shelving Units 1 fixed shelf, 4 adjustable shelves TAG: Children's Room Base Material: Wood Wood Finish: Stain to Match Sample	3,910.00	50,830.00	2,150.50	27,956.50
1	BS-2	PRM-BKC-SF-STR-3666-12-M Primary Book Shelf 36w 66h 12d Single Faced Starter Shelving Units 1 fixed shelf, 4 adjustable shelves TAG: Children's Room Base Material: Wood Wood Finish: Stain to Match Sample	4,415.00	4,415.00	2,428.25	2,428.25
2	BS-2	PRM-BKC-SF-ADR-3566-12-M Primary Book Shelf 35w 66h 12d Single Faced Adder Shelving Units 1 fixed shelf, 4 adjustable shelves TAG: Children's Room Base Material: Wood Wood Finish: Stain to Match Sample	3,910.00	7,820.00	2,150.50	4,301.00
1	BS-3	PRM-BKC-SF-STR-3666-12-M Primary Book Shelf 36w 66h 12d Single Faced Starter Shelving Units 1 fixed shelf, 4 adjustable shelves TAG: Children's Room Base Material: Wood Wood Finish: Stain to Match Sample	4,415.00	4,415.00	2,428.25	2,428.25
11	BS-3	PRM-BKC-SF-ADR-3566-12-M Primary Book Shelf 35w 66h 12d Single Faced Adder Shelving Units 1 fixed shelf, 4 adjustable shelves TAG: Children's Room Base Material: Wood Wood Finish: Stain to Match Sample	3,910.00	43,010.00	2,150.50	23,655.50
2	WKS-4	MFT-TBL-7248-4530-MOD Manifest table	3,867.02	7,734.04	2,126.86	4,253.72

		<p>Metal Base table with plastic laminate work surface and PVC edge with 3Form center divider panel</p> <p>72w 48d 45h 30wsh</p> <p>Modification: 3Form center divider panel</p> <p>TAG: Teen Room</p> <p>Top Inset Material: Plastic Laminate</p> <p>Top Edge Type: 3mm PVC</p> <p>Top Edge Material: TBD</p> <p>Table Laminate Material: TBD</p> <p>Base Material: Metal</p> <p>Metal Base Finish: Metallic Silver</p> <p>Divider Panel Material: 3Form-Price Group B</p>				
1	BC-1	<p>PRM-BKC-DF-STR-3642-22-M</p> <p>Primary Book Shelf 36w 42h 22d Double Faced Starter Shelving Units 1 fixed shelf, 2 adjustable shelves</p> <p>TAG: Children's Room</p> <p>Base Material: Wood</p> <p>Wood Finish: Stain to Match Sample</p>	4,217.00	4,217.00	2,319.35	2,319.35
1	BC-1	<p>PRM-BKC-DF-ADR-3542-22-M</p> <p>Primary Book Shelf 35w 42h 22d Double Faced Adder Shelving Units 1 fixed shelf, 2 adjustable shelves</p> <p>TAG: Children's Room</p> <p>Base Material: Wood</p> <p>Wood Finish: Stain to Match Sample</p>	3,869.00	3,869.00	2,127.95	2,127.95
1	IC-1 OP	<p>PRM-BKC-DF-STR-3642-22-M-MOD</p> <p>Primary Book Shelf 36w 42h 22d Double Faced Starter Shelving Units with casters 1 fixed shelf, 2 adjustable shelves If this option is selected, the quantity will need to change to (2).</p> <p>TAG: Children's Room</p> <p>Base Material: Wood</p> <p>Wood Finish: Stain to Match Sample</p>	5,144.33	0.00	2,829.38	0.00
1	BS-4	<p>PRM-BKC-SF-STR-3666-12-M</p> <p>Primary Book Shelf 36w 66h 12d Single Faced Starter Shelving Units 1 fixed shelf, 4 adjustable shelves</p> <p>TAG: Teen Room</p>	4,415.00	4,415.00	2,428.25	2,428.25

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		Base Material: Wood Wood Finish: Stain to Match Sample				
3	BS-4	PRM-BKC-SF-ADR-3566-12-M Primary Book Shelf 35w 66h 12d Single Faced Adder Shelving Units 1 fixed shelf, 4 adjustable shelves TAG: Teen Room Base Material: Wood Wood Finish: Stain to Match Sample	3,910.00	11,730.00	2,150.50	6,451.50
3	BS-5	PRM-BKC-SF-STR-3666-12-M Primary Book Shelf 36w 66h 12d Single Faced Starter Shelving Units 1 fixed shelf, 4 adjustable shelves TAG: Teen Room Base Material: Wood Wood Finish: Stain to Match Sample	4,415.00	13,245.00	2,428.25	7,284.75
1	WKS-3	MFT-WKS-4PS-14424-4530-MOD Manifest Benching 4 Person SF Workstation (36") Plastic Laminate Top, PVC Edge Band / 3Form Patron Panel 144w 24d 45h 30wsh Modification: size and 3Form patron panels TAG: Teen Room Divider Panel Material: 3Form-Price Group B	8,649.31	8,649.31	4,757.12	4,757.12
4	WKS-3	ELEC-PGRM-RD-35-BK Electrical Power & Data Access 3" Plastic Round Grommet and Cutout Grommet comes with cap and sleeve	138.00	552.00	75.90	303.60
4	WKS-3	ELEC-HSWT-TM-SVL Half Shell Wire Tray Top Mount <i>Finish: Metallic Silver</i>	122.00	488.00	67.10	268.40
4	WKS-3	ELEC-UL101-4-BC Compact Plug-In Outlet Power Strip 4 outlet 6' Cord Set	105.06	420.24	57.78	231.13
4	WKS-3	ELEC-DEAN-IS-WH-1U1P Dean	510.00	2,040.00	280.50	1,122.00

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		In-surface mounted power unit w/72" cord ((1) outlet & (1) 2-port USB, white)				
12	CH-2	<p>ETA-STG-1800-B Etta Chair 19w 22 1/2 d 33 1/2h 18sh Chair, Solid Wood, Seat and Back 19w 22 1/2d 33 1/2h 18sh</p> <p>TAG: Teen Room</p> <p>Seating Wood Material: Beech Seating Wood Finish: Stain to Match Sample</p>	813.70	9,764.40	447.54	5,370.42
1	BS-6	<p>CUS-BDS-3624-60 Custom Book Display Shelves Custom Book Display Shelves on casters Shelves to hold (18) books per side Shelves are fixed on a slant with a book stop Display Plexiglas Signage Holder on both sides of the top of the Book Display 36w 24d 60h</p> <p>TAG: Children's Room Top Inset Material:Maple Solids and Veneers Base Material: Wood Wood Finish: AG-Natural Maple</p>	7,114.84	7,114.84	3,913.16	3,913.16
1		<p>FRGHT-INCL Freight Included <i>Freight Included: shipping is included in your price.</i></p>	0.00	0.00	0.00	0.00
1		<p>INSTL-AG Agati Installation Installation By Agati - Standard installation quoted at standard wage/regular hours. Overtime (nights/weekends), prevailing wage, union labor, or other special labor requirements, including but not limited to, Davis Bacon Act, Jessica Lunsford Act, certified payroll, or procedural vendor audit is subject to additional charges and will require re-quote.</p>	10,340.00	10,340.00	10,340.00	10,340.00

List Totals	332,594.57	
Sub Totals		187,580.01
Tax Totals		\$13,736.11
Net Totals		\$201,316.12

Terms and Conditions

All prices quoted are on BuyBoard Contract: 584-19
 Terms: Net 30

Quote #: 2000141.6

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FURNITURE

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451 N. Claremont Ave.

Chicago, IL 60612 O.312.829.1977

F. 312.829.8249

Prices are Valid Until Thursday, October 15, 2020

Custom items, 3-form and solid surface quotes are good for 30 days

Product or quantity changes requires requote

Plastic laminate is quoted in standard grade only. Premium laminate is an up-charge.

Lead Time: 10-12 weeks from approved shop drawings

****Please send in PO's 12-14 weeks prior to delivery****

Please send all Purchase Orders tiorders@agati.com

*****Please Note*****

All fabrics specified for Hampton/Nook/Pod Product Line requires a memo sample for approval unless fabric is preapproved by Agati.
Call 312-829-1977 for preapproved list.

Quote #: 2000141.6

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AGATI
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451 N. Claremont Ave.

Chicago, IL 60612

O. 312.829.1977

F. 312.829.8249



21 W. Nicolet St.
Banning, CA 92220
(951) 849-3192 (tel.)
(951) 849-6355 (fax)
www.banninglibrarydistrict.org

STAFF REPORT

Meeting Date: August 12, 2020
Prepared By: Kevin Lee, District Director
Agenda Item: 10.2

TITLE:

Authorize the District Director to enter into an agreement with Koff & Associates for Compensation Study in the amount not to exceed \$16,950

DISCUSSION/INFORMATION:

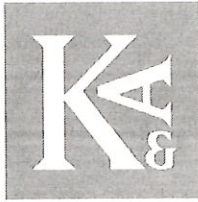
The art of compensating employees is one of the most challenging roles of management. Staff wants to determine if the Library is paying on par with nearby city and district libraries, inclusions of similar job descriptions and other "total" compensation, including retirement, incentives, etc. For example, some libraries may pay lower salary but have generous benefits. Participating in this study can identify pay discrepancies.

Next, participation in salary surveys means the District is in legal compliance and not at risk for "price fixing." Without reviewing reputable market data or conducting a comprehensive salary and compensation study, the District's opinions are limited.

Koff & Associates can conduct a total compensation study for the District. Their studies have a high degree of validity and credibility because of the thoroughness of their data collection and job matching process, which includes in-person contact with professionals at each comparator agency to get questions answered. In addition, K&A uses CompStar database, a proprietary internal database, to house the most current and up-to-date compensation and benefits data collected by their consultants, which K&A uses to compare compensation and benefits among agencies.

RECOMMENDATION:

Authorize the District Director to enter into an agreement with Koff & Associates for Compensation Study in the amount not to exceed \$16,950.



Submittal date: July 14, 2020

Cost Proposal for Compensation Study

Banning Library District

Koff & Associates

GEORG S. KRAMMER
Chief Executive Officer
2835 Seventh Street
Berkeley, CA 94710
www.KoffAssociates.com

gkrammer@koffassociates.com
Tel: 510.658.5633
Fax: 510.652.5633



July 14, 2020

Mr. Kevin Lee
District Director
Banning Library District
21 West Nicolet Street
Banning, CA 92220

Dear Mr. Lee:

Thank you for the opportunity to respond to your request for a cost quote to perform a Compensation Study for the **Banning Library District** ("District").

Koff & Associates is an experienced public-sector Human Resources and Recruitment Services firm that has been conducting similar classification and compensation studies for cities, counties, and special districts, for 36 years. The firm has achieved a reputation for working successfully with management, employees, and union representatives. We believe in a high level of dialogue and input from employees and management and our proposal speaks to that level of effort. That extra effort has resulted in close to 100% implementation of all of our classification and compensation studies. We are very proud of the fact that we have only had a handful of formal appeals in our firm's entire history.

I can be reached at our Berkeley address and phone number listed at the bottom of this page. My email is gkrammer@koffassociates.com. Please call me with any questions or if you wish additional information.

We look forward to the opportunity to provide professional assistance to the Banning Library District with this important project.

Sincerely yours,

Georg S. Krammer
Chief Executive Officer



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COST PROPOSAL

These cost options are based on the assumption that all meetings will be held via phone or video conferencing due to COVID-19. Cost Option #1 is based on the assumption that the compensation study will include base salaries only; Cost Option #2 is based on the assumption that the compensation will include total compensation (i.e., base salaries plus benefits, such as retirement, insurance plans, leaves, and other benefits).

Deliverables	Compensation Study	Option 1	Option 2
		Hours	Hours
A.	Meetings with Study Project Team and Management Staff and Initial Documentation Review	3	3
B.	List of Comparator Agencies, Benchmark Classifications, and Benefits to be Collected (this includes an analysis and determination of which agencies will be surveyed, i.e., the District's labor market)	10	12
C.	Collect Data from Comparators (this assumes up to 10 benchmark classifications and up to 12 comparator agencies)	20	40
D.	Analysis and Preliminary Review of Data	10	20
E.	Draft Compensation Findings/Additional Analysis/Study Project Team Meetings	8	12
F.	Analysis of Internal Relationships and Alignment	4	4
G.	Compensation Structure and Implementation Plan	4	4
H.	Final Report and Guidelines for Implementation	10	10
I.	Final Presentation	4	4
	<i>Anticipated hours for additional unscheduled meetings and phone calls</i>	2	4
	Total Professional Hours - Compensation	75	113
	Combined professional and clerical composite rate: \$150/Hour	\$11,250	16,950
	Expenses are included in the composite hourly rate:	N/A	N/A
	TOTAL PROJECT COST NOT TO EXCEED:	\$11,250	\$16,950

*Additional consulting will be honored at composite rate (\$150/hour)



Proposal Signature Page

Koff & Associates intends to adhere to all of the provisions described above.

This proposal is valid for 90 days from date of submittal.

Respectfully submitted,

**By: KOFF & ASSOCIATES
State of California**

**Georg S. Krammer
Chief Executive Officer**

July 14, 2020

