



# MEMORANDUM

Oxford Middle School

**Date:** April 14, 2021  
**Subject:** ADDITIONAL SCHOOL REQUEST SUMMARY Rev.#1  
**Location:** Remote Meeting  
**Prepared by:** Karen DePersia, CSG Owner’s Representative

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The following is a summary of additional furnishings and equipment requested by the Middle School.

- 1. Staff Furnishing Requests:** Approved 3/24/21 **Cost: \$7,382.**  
2 - Tall bookcases \$1,371.  
5 – 4-drawer lateral file cabinets \$5,029.  
2 - Stack chair dollies/carts \$982.

- 2. Music Program Requests:** **Cost \$15,889.**  
4 – Flutes \$1,540.  
4 – Clarinets \$1,540.  
1 - Concert bass drum \$1,315.  
1 - Upright piano \$6,550.  
1 – Timpani \$2,340.  
1 - Percussion workstation \$2,603.

Statement from the music instructor:

USA Schools operate under the [Opportunity to Learn Standards](#) which include supplying sufficient quantities of musical instruments. While many students in a town like Oxford purchase/rent "common" instruments like flute or clarinet, equity issues require us to be able to offer them to students. Larger instruments and more unique instruments like bassoon or tuba are almost always purchased by the school.

In addition, we have percussion and logistical equipment (hardware, stands, chairs) that are always purchased by the school. For example, we only have two timpani, and require at least three (you can't play the music with two). We have to have a percussion cabinet to store equipment, etc...

Similar to above, the standards require a piano. There was no piano at Great Oak Middle School. The items on the list are absolute must haves per the instructor.

- 3. Facilities Requests:**
- |   |           |           |
|---|-----------|-----------|
| 3 – Shop Vac 16 Gallon wet/dry shop vac | \$600.    | \$600.    |
| 2 – Pro Team backpack vacuum            | \$840.    | \$840.    |
| 1 – STIHL All-in-one backpack blower    | \$600.    | \$600.    |
| 1 – STIHL Pressure washer RB 200        | \$800.    | \$800.    |
| 1 – Tennant Walk-behind floor scrubber  | \$16,000. | \$16,000. |



1 – Clarke floor polisher	\$1,000.		\$1,000.
1 – Ventrac 4500 Tractor w/ cab and snow blower	\$30,000	1 – John Deere Tractor w/cab & blower	\$16,829.
2 – Ariens 28” snow blowers	\$2,800.	2 – Ariens 28” (\$1,230)	\$2,460.
2 – Chapin walk-behind salt spreaders	\$1,100.	2 – Chapin spreaders (\$329)	\$658.
Subtotal:	\$53,240.		<b>\$39,787.</b>
<b>Budget:</b>	<b>\$58,000.</b>		

The Facilities department has reviewed their original request list and searched to either find comparable, less expensive items, or confirm original requests as the best solution. Please see alternates in [blue](#).