

**TO:** Board of Trustees

**FROM:** Michael Dolan, Township Clerk

**DATE:** November 13, 2024

**AGENDA ITEM TOPIC:** Flooring Purchase

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### **Requested Action**

- Motion to approve the purchase of 9,300 sq ft Karndean luxury vinyl plank (LVP) flooring and installation glue from ProSource of Wixom at a cost of \$24,943.70
- Motion to approve a budget amendment of \$xxx,xxx.xx from reserves to 101-265.000-980.000 Township Building – Capital Equipment/Improvements (amount to be discussed in the preceding work-study session)
- Motion to approve the expenditures for the removal of the existing carpet and installation of new luxury vinyl plank (LVP) flooring, wall paint, and fixture up grades in designated areas. The Board authorizes the executive team to proceed with contracting of qualified contractors and scheduling the work in phases when practical to do.

### **Background**

January of 2022 the Board of Trustees approved \$100,000.00 for Township hall building upgrades with carpet replacement and new paint however, those funds were eventually redirected to cover building expansions costs at the Police Department.

The existing carpet in the building is worn, outdated, and moldy in areas. Replacing it with new luxury vinyl plank (LVP) flooring will greatly enhance the building's appearance.

LVP is a widely used product in commercial applications due to its long life expectancy, low maintenance requirements, and resistance to wear and staining. It provides a modern, clean aesthetic that will improve the look and feel of our shared spaces for years to come.

Two years ago we installed LVP from ProSource in our senior center and it has proven to be a great product.

**Fiscal Considerations**

Does the agenda item require the expenditure of funds? Yes ☒ No ☐

Are funds budgeted? Yes ☐ No ☒

Fiscal year affected: 2025/2026

Is a budget amendment required? Yes ☒ No ☐

General Ledger numbers affected: 101-265.000-980.000