

AGREEMENT FOR SUPPLIES AND SERVICES

THIS AGREEMENT is made and entered into this 16th day of August, 2021, by and between the City of Merced, a California Charter Municipal Corporation, whose address of record is 678 West 18th Street, Merced, California 95340, (hereinafter referred to as "City") and Ward Bros Office Furniture, Inc., a California Corporation, whose address of record is 220 Tully Road, Modesto, California 95350 (hereinafter referred to as "Vendor").

WHEREAS, City requires the supply and delivery of office furniture; and,

WHEREAS, Vendor represents that it possesses the skills and ability to safely provide the supply and delivery of office furniture at the request of the City.

NOW, THEREFORE, the parties hereto, in consideration of the mutual covenants hereinafter recited, hereby agree as follows:

1. **SCOPE OF SERVICES.** The Vendor shall furnish the following supplies and services: Vendor shall supply and deliver the products and materials described in Exhibit "A" attached hereto.

No additional services shall be performed by Vendor unless approved in advance in writing by the City, stating the dollar value of the services, the method of payment, and any adjustment in contract time. All such services are to be coordinated with City and the results of the work shall be monitored by the Finance Officer or designee. However, the means by which the work is accomplished shall be the sole responsibility of the Vendor.

2. **TIME OF PERFORMANCE, DELIVERY SCHEDULE.** Vendor shall complete all deliveries within six (6) months after receipt of an order from City.

3. **TERM OF AGREEMENT.** The term of this Agreement shall commence upon the day first above written and end on January 31, 2022.

4. **COMPENSATION.** Payment by the City to the Vendor for actual services and supplies delivered to City pursuant to this Agreement shall be made upon presentation of an invoice detailing the supplies and services delivered under the Scope of Services, in accordance Paragraph 5 herein and with the fee schedule set forth in Exhibit "A" attached hereto and incorporated herein by reference. The

Vendor agrees to provide all supplies and services required under the Scope of Services in Exhibit "A".

5. **METHOD OF PAYMENT.** Upon ordering the supplies and services, City shall make a payment of fifty percent (50%) of the total amount due in accordance with the fee schedule set forth in Exhibit "A" attached hereto and incorporated herein by reference . The remaining fifty percent (50%) balance shall be paid upon receipt of the supplies and services and presentation of an invoice detailing the supplies and services delivered under the Scope of Services in Exhibit "A".

6. **TRAINING AND SAFETY REQUIREMENTS.** Vendor shall properly and legally maintain all vehicles and equipment used in connection with the performance of this Agreement. Vendor shall train all delivery drivers and personnel to safely handle and deliver all materials, products and supplies being provided to City under this Agreement. Vendor agrees to take all reasonable precautions necessary to minimize the potential for spillage during the delivery of all materials, products and supplies, including spillage that may occur during the connection or disconnection of any pipes, hoses, lines or other conduits or containers. Vendor shall maintain records or training of Vendor's drivers and other personnel, which shall be made available to City as set forth in Section 7 of this Agreement.

7. **VENDOR'S BOOKS AND RECORDS.** Vendor shall maintain any and all ledgers, books of account, invoices, vouchers, canceled checks, and other records or documents evidencing or relating to charges for services or expenditures and disbursements charged to the City for a minimum of three (3) years, or for any longer period required by law, from the date of final payment to the Vendor to this Agreement. Any records or documents required to be maintained shall be made available for inspection, audit and/or copying at any time during regular business hours, upon oral or written request of the City.

8. **INDEPENDENT CONTRACTOR.** It is expressly understood that Vendor is an independent contractor and that its employees shall not be employees of or have any contractual relationship with the City. Vendor shall be responsible for the payment of all taxes, workers' compensation insurance and unemployment insurance. Should Vendor desire any insurance protection, the Vendor is to acquire same at its expense.

In the event Vendor or any employee, agent, or subcontractor of Vendor providing services under this Agreement is determined by a court of competent jurisdiction or the California Public Employees Retirement System (PERS) to be eligible for enrollment in PERS as an employee of the City, Vendor shall indemnify, protect, defend, and hold harmless the City for the payment of any employee and/or employer contributions for PERS benefits on behalf of Vendor or its employees, agents, or subcontractors, as well as for the payment of any penalties and interest on such contributions, which would otherwise be the responsibility of City.

9. INDEMNITY. Vendor shall indemnify, protect, defend (with legal counsel selected by the City), save and hold City, its officers, employees, and agents, harmless from any and all claims or causes of action for death or injury to persons, or damage to property resulting from intentional or negligent acts, errors, or omissions of Vendor or Vendor's officers, employees, volunteers, and agents during performance of this Agreement; Vendor shall indemnify, protect, defend (with counsel selected by the City) save and hold City, its officers, employees and agents harmless from any and claims or causes of action for any violation of any federal, state, or municipal law or ordinance, to the extent caused, in whole or in part, by the willful misconduct, negligent acts, or omissions of Vendor or its employees, subcontractors, or agents, or by the quality or character of Vendor's work, or resulting from the negligence of the City, its officers, employees, volunteers and agents, except for loss caused by the sole negligence or willful misconduct of the City or its officers, employees, volunteers or agents. It is understood that the duty of Vendor to indemnify and hold harmless includes the duty to defend as set forth in Section 2778 of the California Civil Code. Acceptance by City of insurance certificates and endorsements required under this Agreement does not relieve Vendor from liability under this indemnification and hold harmless clause. This indemnification and hold harmless clause shall survive the termination of this Agreement and shall apply to any damages or claims for damages whether or not such insurance policies shall have been determined to apply. By execution of this Agreement, Vendor acknowledges and agrees to the provisions of this Section and that it is a material element of consideration.

10. INSURANCE. During the term of this Agreement, Vendor shall maintain in full force and effect at its own cost and expense, the following insurance coverage:

a. Workers' Compensation Insurance. Full workers' compensation insurance shall be provided with a limit of at least One Hundred Thousand Dollars

(\$100,000) for any one person and as required by law, including Employer's Liability limits of \$1,000,000.00 per accident. The policy shall be endorsed to waive the insurer's subrogation rights against the City.

b. General Liability.

- (i) Vendor shall obtain and keep in full force and effect general liability coverage at least as broad as ISO commercial general liability coverage occurrence Form CG 0001.
- (ii) Vendor shall maintain limits of no less than One Million Dollars (\$1,000,000) per occurrence for bodily injury, personal injury and property damage.
- (iii) The City, its officers, employees, volunteers and agents are to be named as additional insureds under the policy, as respects liability arising out of work or operations performed by or on behalf of the Vendor.
- (iv) The policy shall stipulate that this insurance will operate as primary insurance for work performed by Vendor and its sub-contractors, and that any other insurance or self insurance maintained by City or other named insureds shall be excess and non-contributory.
- (v) Vendor shall maintain its commercial general liability coverage for three (3) years after completion of the work and shall add an additional insured endorsement form acceptable to the City naming the City of Merced, its officers, employees, agents and volunteers for each year thereafter for at least three (3) years after completion of the work. Copies of the annual renewal and additional insured endorsement form shall be sent to the City within thirty (30) days of the annual renewal.

c. Automobile Insurance.

- (i) Vendor shall obtain and keep in full force and effect an automobile policy of at least One Million Dollars (\$1,000,000) per accident for bodily injury and property damage.

- (ii) The City, its officers, employees, volunteers and agents are to be named as additional insureds under the policy, as respects automobiles owned, leased, hired or borrowed by the Vendor.
- (iii) The policy shall stipulate that this insurance will operate as primary insurance for work performed by Vendor and its sub-contractors, and that any other insurance or self insurance maintained by City or other named insureds shall be excess and non-contributory.

d. **Qualifications of Insurer.** The insurance shall be provided by an acceptable insurance provider, as determined by City, which satisfies all of the following minimum requirements:

- (i) An insurance carrier admitted to do business in California and maintaining an agent for service of process within this State; and,
- (ii) An insurance carrier with a current A.M. Best Rating of A:VII or better (except for workers' compensation provided through the California State Compensation Fund).

e. **Certificate of Insurance.** Vendor shall complete and file with the City prior to engaging in any operation or activity set forth in this Agreement, certificates of insurance evidencing coverage as set forth above and which shall provide that no cancellation or expiration by the insurance company will be made during the term of this Agreement, without thirty (30) days written notice to City prior to the effective date of such cancellation—including cancellation for nonpayment of premium.

f. Notwithstanding any language in this Agreement to the contrary, Vendor shall be entitled to be paid pursuant to the terms of this Agreement until Vendor has obtained the insurance required by this Section 10 and provided documentation of said insurance to the City. In addition to any other remedies City may have, City reserves the right to withhold payment if Vendor's insurance policies are not current.

11. PREVAILING WAGES.

A. Labor Code Compliance. If the work performed under this Agreement falls within Labor Code Section 1720(a)(1) definition of a “public works” the Vendor agrees to comply with all of the applicable provisions of the Labor Code including, those provisions requiring the payment of not less than the general prevailing rate of wages. The Vendor further agrees to the penalties and forfeitures provided in said Code in the event a violation of any of the provisions occurs in the execution of this Agreement.

B. These wage rate determinations are made a specific part of this Agreement by reference pursuant to Labor Code Section 1773.2. General Prevailing Wage Rate Determinations may be obtained from the Department of Industrial Relations Internet site at <http://www.dir.ca.gov/>.

C. After award of the Agreement, and prior to commencing work, all applicable General Prevailing Wage Rate Determinations, if applicable, are to be obtained by the Vendor from the Department of Industrial Relations. These wage rate determinations are to be posted by the Vendor at the job site in accordance with Section 1773.2 of the California Labor Code.

D. Vendor agrees to include prevailing wage requirements, if applicable, in all subcontracts when the work to be performed by the subcontractor under this Agreement is a “public works” as defined in Labor Code Section 1720(a)(1) and Labor Code Section 1771.

12. ASSIGNABILITY OF AGREEMENT. It is understood and agreed that this Agreement contemplates personal performance by the Vendor and is based upon a determination of its unique personal competence and experience and upon its specialized personal knowledge. Assignments of any or all rights, duties or obligations of the Vendor under this Agreement will be permitted only with the express written consent of the City.

13. TERMINATION FOR CONVENIENCE OF CITY. The City may terminate this Agreement any time by mailing a notice in writing to Vendor that the Agreement is terminated. Said Agreement shall then be deemed terminated, and no further work shall be performed by Vendor. If the Agreement is so terminated, the Vendor shall be paid for those supplies and services previously delivered to the City at the time the notice of termination is received.

14. CONFORMANCE TO APPLICABLE LAWS. Vendor shall comply with its standard of care regarding all applicable Federal, State, and municipal laws, rules and ordinances. No discrimination shall be made by Vendor in the employment of persons to work under this contract because of race, color, national origin, ancestry, disability, sex or religion of such person.

Vendor hereby promises and agrees to comply with all of the provisions of the Federal Immigration and Nationality Act (8 U.S.C.A. 1101 *et seq.*), as amended; and in connection therewith, shall not employ unauthorized aliens as defined therein. Should Vendor so employ such unauthorized aliens for the performance of work and/or services covered by this Agreement, and should any agency or instrumentality of the federal or state government, including the courts, impose sanctions against the City for such use of unauthorized aliens, Vendor hereby agrees to, and shall, reimburse City for the cost of all such sanctions imposed, together with any and all costs, including attorneys' fees, incurred by the City in connection therewith.

15. WAIVER. In the event that either City or Vendor shall at any time or times waive any breach of this Agreement by the other, such waiver shall not constitute a waiver of any other or succeeding breach of this Agreement, whether of the same or any other covenant, condition or obligation. Waiver shall not be deemed effective until and unless signed by the waiving party.

16. INCONSISTENT OR CONFLICTING TERMS IN AGREEMENT AND EXHIBITS. In the event of any contradiction or inconsistency between any attached document(s) or exhibit(s) incorporated by reference herein and the provisions of the Agreement itself, the terms of the Agreement shall control.

Any exhibit that is attached and incorporated by reference shall be limited to the purposes for which it is attached, as specified in this Agreement. Any contractual terms or conditions contained in such exhibit imposing additional obligations on the City are not binding upon the City unless specifically agreed to in writing, and initialed by the authorized City representative, as to each additional contractual term or condition.

17. AMBIGUITIES. This Agreement has been negotiated at arms' length between persons knowledgeable in the matters dealt with herein. Accordingly, any rule of law, including, but not limited to, Section 1654 of the Civil Code of California, or any other statutes, legal decisions, or common-law principles of similar effect, that would require interpretation of any ambiguities in this

Agreement against the party that drafted this Agreement is of no application and is hereby expressly waived.

18. VENUE. This Agreement and all matters relating to it shall be governed by the laws of the State of California and any action brought relating to this agreement shall be held exclusively in a state court in the County of Merced.

19. AMENDMENT. This Agreement shall not be amended, modified, or otherwise changed unless in writing and signed by both parties hereto.

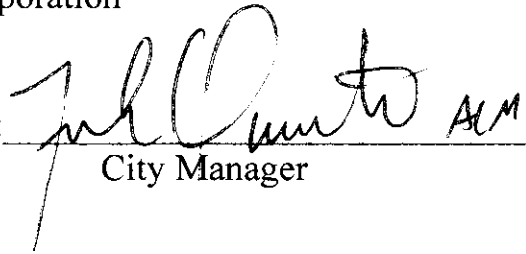
20. INTEGRATION. This Agreement constitutes the entire understanding and agreement of the parties and supersedes all previous and/or contemporaneous understanding or agreement between the parties with respect to all or any part of the subject matter hereof.

21. AUTHORITY TO EXECUTE. The person or persons executing this Agreement on behalf of the parties hereto warrants and represents that he/she/they has/have the authority to execute this Agreement on behalf of their entity and has/have the authority to bind their party to the performance of its obligations hereunder.

22. COUNTERPARTS. This Agreement may be executed in one or more counterparts with each counterpart being deemed an original. No counterpart shall be deemed to be an original or presumed delivered unless and until the counterparts executed by the other parties hereto are in the physical possession of the party or parties seeking enforcement thereof.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed on the date first above written.

CITY OF MERCED
A California Charter Municipal
Corporation

BY:  ALM
City Manager

ATTEST:
STEPHANIE R. DIETZ, CITY CLERK

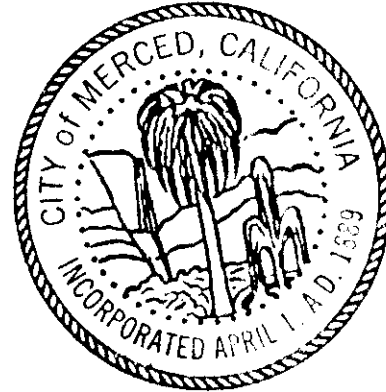
BY: [Signature]
Assistant/Deputy City Clerk

APPROVED AS TO FORM:

BY: [Signature] 7-30-21
City Attorney Date

301677
ACCOUNT DATA:

PO#142602



BY: [Signature] 8/5/21
Verified by Finance Officer V-18153
Funds available. [Signature] 8/4/21
001-0701-617-65-00 118047
{Signatures continued on next page} FL 8/4/21
\$65,920.87

VENDOR
WARD BROS. OFFICE FURNITURE,
INC., A California Corporation

Dalia M. Jauregui-Ward
BY: _____
(Signature)

Dalia M JAUREGUI-Ward

(Typed Name)

Its: *Sec / VP*

(Title)

BY: _____
(Signature)

(Typed Name)

Its: _____
(Title)

Taxpayer I.D. No. _____

ADDRESS: 220 Tully Road
Modesto, CA 95350

TELEPHONE: *209-623-2815*

FAX: _____

E-MAIL: *admin@wardofficefurniture.com*

WARD OFFICE FURNITURE

220 TULLY RD.
 MODESTO, CA 95350
 (209) 523-6110

ESTIMATE

3967
 7/21/2021

BILL TO (TENTATIVE):

CITY OF MERCED
 SUPPORT SERVICES
 678 W 18TH STREET
 MERCED, CA 95340

SHIP TO (TENTATIVE):

CITY OF MERCED
 SUPPORT SERVICES
 678 W 18TH STREET
 MERCED, CA 95340

CONTACT	CONTACT PHONE	REP
VENUS		JN

QTY	DESCRIPTION	UNIT PRICE	LINE TOTAL
	** A/P & GL AREA, PART 1, CASEGOODS LAYOUT FOR 2 (LEFT SIDE), DEPICTED VIA RENDERING		
2	COMBO LATERAL FILE - BBF/LATERAL 31X22X29H	494.40	988.80T
1	BULLET SHELL 66X30	280.00	280.00T
2	CORNER DESK SHELL 42X42	333.60	667.20T
2	OPEN HUTCH 71X15X36H - SEE BELOW FOR DOORS	320.80	641.60T
4	SET OF 2 LAMINATE DOORS FOR PLI440H/PL2080H	32.80	131.20T
2	TACKBOARD FOR PLI440H 69X16-1/2 - CHARCOAL FABRIC	99.20	198.40T
2	LED 24"W TASKLIGHT	140.40	280.80T
2	BRIDGE 30X24	125.60	251.20T
2	RETURN 36X24	149.60	299.20T
1	END TABLE 24X24X20H - LAMINATE TOP/WOOD BASE	181.60	181.60T
	** A/P & GL AREA, PART 2, CUBICLE LAYOUT FOR 4 (RIGHT SIDE), DEPICTED VIA RENDERING		
2	53 2-WAY CONNECTOR	65.12	130.24T
1	53 3-WAY CONNECTOR	99.88	99.88T
4	53 END CAP KIT	28.60	114.40T
2	53 X 24 FABRIC N/P PANEL	189.20	378.40T
1	53 X 24 FABRIC N/P PARTIAL GLAZED PANEL - CLEAR	361.68	361.68T
2	53 X 30 FABRIC N/P PANEL	215.16	430.32T
2	53 X 30 FABRIC N/P PARTIAL GLAZED PANEL - CLEAR	387.20	774.40T
2	53 X 36 FABRIC N/P PARTIAL GLAZED PANEL - CLEAR	452.76	905.52T

SUBTOTAL

SALES TAX (8.25%)

TOTAL

THIS IS NOT A BILL.
 PLEASE DO NOT PAY.

WARD OFFICE FURNITURE

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 7/21/2021

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 678 W 18TH STREET
 MERCED, CA 95340

SHIP TO (TENTATIVE):

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 SUPPORT SERVICES
 678 W 18TH STREET
 MERCED, CA 95340

CONTACT	CONTACT PHONE	REP
VENUS		JN

QTY	DESCRIPTION	UNIT PRICE	LINE TOTAL
1	53 X 42 FABRIC N/P PARTIAL GLAZED PANEL - CLEAR	473.44	473.44T
1	67 2-WAY CONNECTOR	70.84	70.84T
2	67 3-WAY CONNECTOR	110.00	220.00T
2	67 X 24 FABRIC PWR PANEL	291.28	582.56T
2	67 X 30 FABRIC PWR PANEL	318.56	637.12T
4	67 X 36 FABRIC PWR PANEL	358.16	1,432.64T
1	67 X 42 FABRIC PWR PANEL	377.08	377.08T
3	24 X 36 CORNER WORKSURFACE - CURVED	219.12	657.36T
1	24 X 42 CORNER WORKSURFACE - CURVED	270.60	270.60T
1	30 X 60 PENINSULA WORKSURFACE - W/PEN LEG	301.40	301.40T
3	24 X 24 STRAIGHT WORKSURFACE	113.52	340.56T
4	24 X 30 STRAIGHT WORKSURFACE	130.68	522.72T
1	24 X 36 STRAIGHT WORKSURFACE	134.20	134.20T
4	BOX/BOX/FILE PEDESTAL	303.60	1,214.40T
4	FILE/FILE PEDESTAL	303.60	1,214.40T
1	30" STD SHELF KIT	85.80	85.80T
1	36" STD SHELF KIT	89.76	89.76T
1	42" STD SHELF KIT	95.48	95.48T
1	30" FLIPPER DOOR UNIT - PAINTED METAL FRONT	179.08	179.08T
1	36" FLIPPER DOOR UNIT - PAINTED METAL FRONT	199.32	199.32T
2	60" FLIPPER DOOR UNIT - PAINTED METAL FRONT	271.48	542.96T
3	53 DRAW ROD KIT	11.44	34.32T
6	67 DRAW ROD KIT	11.44	68.64T
3	VARIABLE HEIGHT FILLER	9.68	29.04T

SUBTOTAL
 SALES TAX (8.25%)
 TOTAL

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 MERCED, CA 95340

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 MERCED, CA 95340

CONTACT	CONTACT PHONE	REP
VENUS		JN

QTY	DESCRIPTION	UNIT PRICE	LINE TOTAL
1	BASE FEED (6') - LEFT	151.36	151.36T
9	2-WAY CONNECTOR POWER KIT	35.00	315.00T
4	DATA PORT PLATE	20.68	82.72T
4	'A' DUPLEX - EACH	12.32	49.28T
4	'B' DUPLEX - EACH	12.32	49.28T
4	'C' DUPLEX - EACH	12.32	49.28T
4	'D' DUPLEX - EACH (DEDICATED)	12.32	49.28T
3	36' POWERED BASE COVER - AO2 (EACH) V-I	0.00	0.00T
1	42' POWERED BASE COVER - AO2 (EACH) V-I	0.00	0.00T

SUBTOTAL \$17,634.76
 SALES TAX (8.25%) \$1,454.87
 TOTAL \$19,089.63

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WARD OFFICE FURNITURE

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ESTIMATE

3968
 7/21/2021

BILL TO (TENTATIVE):

CITY OF MERCED
 SUPPORT SERVICES
 678 W 18TH STREET
 MERCED, CA 95340

SHIP TO (TENTATIVE):

CITY OF MERCED
 SUPPORT SERVICES
 678 W 18TH STREET
 MERCED, CA 95340

CONTACT	CONTACT PHONE	REP
VENUS	385-6883	JN

QTY	DESCRIPTION	UNIT PRICE	LINE TOTAL
	** CUSTOMER SERVICE AREA		
	** CUBICLE LAYOUT FOR 9, DEPICTED VIA RENDERING		
8	39 2-WAY CONNECTOR	55.88	447.04T
2	39 3-WAY CONNECTOR	88.44	176.88T
1	39 4-WAY CONNECTOR	111.32	111.32T
11	39 END CAP KIT	25.96	285.56T
13	39 DRAW ROD KIT	11.00	143.00T
1	34-39 T-CONNECT	24.20	24.20T
13	39 X 30 FABRIC PWR PANEL	262.68	3,414.84T
9	39 X 36 FABRIC PWR PANEL	287.76	2,589.84T
12	39 X 42 FABRIC PWR PANEL	299.64	3,595.68T
7	14 X 30 FRAMLESS GLASS - CLR (PK 2 PER BOX)	231.32	1,619.24T
5	14 X 36 FRAMLESS GLASS - CLR (PK 2 PER BOX)	252.00	1,260.00T
6	14 X 42 FRAMLESS GLASS - CLR (PK 2 PER BOX)	273.12	1,638.72T
3	67 2-WAY CONNECTOR	70.84	212.52T
1	67 3-WAY CONNECTOR	110.00	110.00T
1	67 4-WAY CONNECTOR	142.56	142.56T
3	67 DRAW ROD KIT	11.44	34.32T
7	VARIABLE HEIGHT FILLER	9.68	67.76T
3	67 X 30 FABRIC PWR PANEL	318.56	955.68T
3	67 X 42 FABRIC PWR PANEL	377.08	1,131.24T
9	24 X 42 CORNER WORKSURFACE - CURVED	270.60	2,435.40T
18	24 X 30 STRAIGHT WORKSURFACE	130.68	2,352.24T

SUBTOTAL

SALES TAX (8.25%)

TOTAL

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ESTIMATE

3968
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 MERCED, CA 95340

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 MERCED, CA 95340

CONTACT	CONTACT PHONE	REP
VENUS	385-6883	JN

QTY	DESCRIPTION	UNIT PRICE	LINE TOTAL
9	BOX/BOX/FILE PEDESTAL	303.60	2,732.40T
9	FILE/FILE PEDESTAL	303.60	2,732.40T
3	42' STD SHELF KIT	95.48	286.44T
3	30' FLIPPER DOOR UNIT - PAINTED METAL FRONT	199.32	597.96T
9	'A' DUPLEX - EACH	12.32	110.88T
9	'B' DUPLEX - EACH	12.32	110.88T
9	'C' DUPLEX - EACH	12.32	110.88T
9	DATA PORT PLATE	20.68	186.12T
2	BASE FEED (6') - LEFT	151.36	302.72T
13	2-WAY CONNECTOR POWER KIT	35.00	455.00T
2	36' POWERED BASE COVER - A02 (EACH) V-I	0.00	0.00T

SUBTOTAL \$30,373.72

SALES TAX (8.25%) \$2,505.83

TOTAL \$32,879.55

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WARD OFFICE FURNITURE

220 TULLY RD.
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ESTIMATE

3969
7/21/2021

BILL TO (TENTATIVE):

CITY OF MERCED
SUPPORT SERVICES
678 W 18TH STREET
MERCED, CA 95340

SHIP TO (TENTATIVE):

CITY OF MERCED
SUPPORT SERVICES
678 W 18TH STREET
MERCED, CA 95340

CONTACT	CONTACT PHONE	REP
JULIE	385-6883	JN

QTY	DESCRIPTION	UNIT PRICE	LINE TOTAL
	** KEEP FOR ITEMIZATION ** BUDGET & GRANTS		
1	DESK SHELL 71X36	296.80	296.80T
1	CREDENZA SHELL 66X24	259.20	259.20T
1	TWO DRAWER LATERAL FILE 36X22X29H	494.40	494.40T
3	COMBO LATERAL FILE - BBF/LATERAL 31X22X29H	494.40	1,483.20T
5	CORNER DESK SHELL 42X42	333.60	1,668.00T
1	CREDENZA SHELL WITH EXTENSION 71X36 RIGHT	337.60	337.60T
1	DELUXE ELECTRIC HEIGHT ADJUSTABLE BASE W/ BASIC REMOTE	649.00	649.00T
1	OPTIONAL PROGRAMMABLE REMOTE FOR DELUXE HEIGHT	49.00	49.00T
1	RETURN 42X24	185.60	185.60T
4	OPEN HUTCH 66X15X36H - SEE BELOW FOR DOORS	308.80	1,235.20T
8	SET OF 2 LAMINATE DOORS FOR PLI400H	32.80	262.40T
4	TACKBOARD FOR PLI400H - CHARCOAL FABRIC	91.20	364.80T
2	OPEN HUTCH 71X15X36H - SEE BELOW FOR DOORS	320.80	641.60T
4	SET OF 2 LAMINATE DOORS FOR PLI440H/PL2080H	32.80	131.20T
2	TACKBOARD FOR PLI440H 69X16-1/2 - CHARCOAL FABRIC	99.20	198.40T
6	LED 24"W TASKLIGHT	160.40	962.40T
3	BOX/BOX/FILE PEDESTAL 15X22X28H	300.80	902.40T
4	FILE/FILE PEDESTAL 15X22X28H	300.80	1,203.20T
2	RETURN 30X24	144.00	288.00T
2	BRIDGE 30X24	125.60	251.20T
3	RETURN 36X24	149.60	448.80T
4	RETURN 24X24	144.00	576.00T

SUBTOTAL \$12,888.40
SALES TAX (8.25%) \$1,063.29
TOTAL \$13,951.69

THIS IS NOT A BILL.
PLEASE DO NOT PAY.