



4790 Regent Blvd
Suite 250
Irving
TX 75063
Phone: 469-262-4581

QUOTATION

Quote #: BI-153008-10151

SOLD TO:

Larry Ewing
City of Mesquite
111 Broad St

Mesquite

TX 75149

SHIP TO:

Larry Ewing
City of Mesquite
111 Broad St

Mesquite

TX 75149

Project: City of Mesquite Heritage Square 10-15-21

BI / QUOTE #		DATE	CUSTOMER PO NO	CUSTOMER NO	SALESPERSON
BI-153008-101521		10/15/2021		COM	Stuart Moritz
Line #	Qty	Part Number	Part Description	Sell \$	Ext Sell \$

100 Lobby

1	1	ALS WANDFS	Wand LED Lamp Freestanding Base	\$167.56	\$167.56
<i>Tag For:</i> 100 Lobby					
.SVR CLR: Silver Paint Opts					
2	2	*7001-MT	Retrospect Armless Lounge, Armless Chair, 24X29X34 - Multiple Textiles	\$1,117.14	\$2,234.28
<i>Tag For:</i> 100 Lobby					
E1G Four Aluminum Legs					
X9 No Selection of Option					
X9 No Selection					
X9 No Selection					
4 Grade 4 Material					
CFN CF Stinson Nishiki					
3062303 Obi NIH60					
11 Grade 11 Material					
CFA CF Stinson Acrobat					
Salto					
X9 No Selection of Option					
3	2	*7001-FA-MT	Retrospect Flared Arm Lounge, Chair, 34X29X34 - Multiple Textiles	\$1,805.14	\$3,610.28
<i>Tag For:</i> 100 Lobby					
E1G Four Aluminum Legs					
X9 No Selection of Option					
X9 No Selection					
X9 No Selection					
11 Grade 11 Material					
CFA CF Stinson Acrobat					
Salto					
11 Grade 11 Material					
CFA CF Stinson Acrobat					
Salto					
4 Grade 4 Material					
CFN CF Stinson Nishiki					
3062303 Obi NIH60					
X9 No Selection of Option					
4	1	HN1	NUCLEUS MID BACK WORK CHAIR	\$443.21	\$443.21
<i>Tag For:</i> 100 Lobby					
.A Arm: Adjustable Arm					

BI / QUOTE #		DATE	CUSTOMER PO NO	CUSTOMER NO	SALESPERSON	
BI-153008-101521		10/15/2021		COM	Stuart Moritz	
Line #	Qty	Part Number	Part Description	Sell \$	Ext Sell \$	
			.S .IC \$(2) .CLYD 11 .SB .T		CASTER: Soft Charcoal Ilira Mesh Gr 2 UPH Clyde Color--COLOR: Iron Suboption 01 Base: Standard Plastic Black FRAME: Black	
5	2	810-976886	810-20RD-20: X&O Tables 20x20x20 Cylinder Table with special plinth base	\$661.34	\$1,322.68	
		<u>Tag For:</u>	100 Lobby			
			T X9 ~HPLW COP SPECIAL		HPL HPL HPL Wood Grain Linen (COP) 4830K-18 Wilsonart Satin Stainless	
				Tag Subtotal:	\$7,778.01	
100 Lobby-OPT						
6	6	2879-5141	Guilford of Maine: Soundbyte- Vert	\$16.15	\$96.90	
		<u>Tag For:</u>	100 Lobby-OPT			
7	1	freight	Freight Guilford of Maine: Soundbyte- Vert	\$49.04	\$49.04	
		<u>Tag For:</u>	100 Lobby-OPT			
8	1	59N183622PUHL	TESSERA,18DX36W,PEDESTAL,UNDERSURFACE,DOUBLE DOORS,LAM	\$487.80	\$487.80	
		<u>Tag For:</u>	100 Lobby-OPT			
			L 92SN KS1S IM IM		GANGING LEFT MOSAIC,SATIN NICKEL SPECIFY 1 SILVER CORE SEPARATE BRIGHTON BRIGHTON	
9	4	59N183622PUHL	TESSERA,18DX36W,PEDESTAL,UNDERSURFACE,DOUBLE DOORS,LAM	\$487.80	\$1,951.20	
		<u>Tag For:</u>	100 Lobby-OPT			
			LR 92SN KS1S IM IM		GANGING LEFT & RIGHT MOSAIC,SATIN NICKEL SPECIFY 1 SILVER CORE SEPARATE BRIGHTON BRIGHTON	
10	1	59N183622PUHL	TESSERA,18DX36W,PEDESTAL,UNDERSURFACE,DOUBLE DOORS,LAM	\$487.80	\$487.80	
		<u>Tag For:</u>	100 Lobby-OPT			
			R 92SN KS1S IM IM		GANGING RIGHT MOSAIC,SATIN NICKEL SPECIFY 1 SILVER CORE SEPARATE BRIGHTON BRIGHTON	
11	3	59N18A72WSSL	TESSERA,18DX72W,STORAGE CREDENZA SURFACE,RECT,LAM	\$248.40	\$745.20	
		<u>Tag For:</u>	100 Lobby-OPT			
			X IM		NO GROMMET BRIGHTON	

BI / QUOTE #		DATE	CUSTOMER PO NO	CUSTOMER NO	SALESPERSON	
BI-153008-101521		10/15/2021		COM	Stuart Moritz	
Line #	Qty	Part Number	Part Description		Sell \$	Ext Sell \$
12	6	59N3620MPL	TESSERA,36WX20H,MODESTY PANEL,LAM		\$72.45	\$434.70
		Tag For: 100 Lobby-OPT				
			IM	BRIGHTON		
13	3	NAC1872CUSH	ACCESSORIES,18DX72W,CUSHION		\$352.35	\$1,057.05
		Tag For: 100 Lobby-OPT				
			COM	CUSTOMER'S OWN MATERIAL		
			SPECIAL	PRIMARY UPH PATTERN COLOR		
			TOR	GUILFORD OF MAINE- SOUNDBYTE-VERT		
14	6	NCCB001S	CASEGOODS,LOCK CORE WITH KEY,SILVER,NO 001		\$8.55	\$51.30
		Tag For: 100 Lobby-OPT				
15	1	NCCBCK	CASEGOODS,LOCK CORE,STYLE B,CHANGE KEY		\$8.55	\$8.55
		Tag For: 100 Lobby-OPT				
Tag Subtotal:						\$5,369.54

101 Meeting

16	18	HMG2	MOTIVATE 4-LEG STACK CHAIR-UPH SEAT-SET/2		\$333.33	\$5,999.94
		Tag For: 101 Meeting		.N Arm: No Arm		
			.S Soft			
			.WT COLOR: White			
			\$(1) Gr 1 UPH			
			.COMP Compass--Meadow			
			82 Suboption 01			
			.PK7 Designer White Texture			
17	1	HMVPCF-1830G	MOTIVATE PRESENTATION CART FIXED LEG 18DX30W CONCAVE		\$410.41	\$410.41
		Tag For: 101 Meeting		.C Caster		
			\$(L1STD) Grd L1 Standard Laminates			
			.LDW1 Designer White			
			.DW Designer White			
			\$(P2) P2 Paint Opts			
			.PR6 Silver			
18	1	HMVPC-DTLG	MOTIVATE PRESENTATION CART DESKTOP LECTERN 2MM EDGE BAND		\$161.54	\$161.54
		Tag For: 101 Meeting		\$(L1STD) Grd L1 Standard Laminates		
			.LDW1 Designer White			
			.DW Designer White			
			\$(P2) P2 Paint Opts			
			.PR6 Silver			
Tag Subtotal:						\$6,571.89

101 Meeting-OPT

19	9	HMBFLIP24L	HUDDLE FLIP TOP BASE FOR 24X60 AND 24X72 TOPS		\$284.95	\$2,564.55
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BI / QUOTE #		DATE		CUSTOMER PO NO		CUSTOMER NO		SALESPERSON	
BI-153008-101521		10/15/2021				COM		Stuart Moritz	
Line #	Qty	Part Number		Part Description		Sell \$		Ext Sell \$	
				<u>Tag For:</u> 101 Meeting-OPT					
				.C Casters					
				\$(P2) P2 Paint Opts					
				.PR6 Silver					
20	9	HMT2472G		HUDDLE 24X72 TABLE TOP W/EDGEBAND		\$190.24		\$1,712.16	
				<u>Tag For:</u> 101 Meeting-OPT					
				.N No Grommets					
				\$(L1STD) Grd L1 Standard Laminates					
				.LDW1 Designer White 15051					
				.DW Designer White					
						Tag Subtotal:		\$4,276.71	
109 Conference									
21	6	ALS	CMPNU-PPCONO	Lyric 4LegMP Poly bk-uph seat padCasterFxedArmNOFC		\$232.80		\$1,396.80	
				<u>Tag For:</u> 109 Conference					
				.3 Multi Surface Caster		Lyric Caster opt			
				.H ARM: Non-Flexible		Arm opt			
				.P8T Titanium		Lyric Frame			
				.TI Titanium		Polymer Color			
				\$(2) GRD 2 UPH		Lyric Seat Fab Selections			
				.BLME Blume		Gr 2 Fab			
				06 Opal		Blume Clr Opts			
						Tag Subtotal:		\$1,396.80	
109 Conference-OPT									
22	2	HTLCRED57S		PRESIDE 20X57 36H HOSPITALITY CREDENZA W/ SHELF		\$1,137.34		\$2,274.68	
				<u>Tag For:</u> 109 Conference-OPT					
				\$(L1STD) Gr L1 Standard Laminates					
				.LDW1 Designer White 15051					
				.DW Designer White					
				\$(L1STD) Gr L1 Standard Laminates					
				.D Designer White					
				.J Pull: Loop Satin Nickel					
				.N No Cutout					
				\$(L1STD) Gr L1 Standard Laminates					
				.D Designer White					
23	1	ALS	AMPTLF42RND	Structure 42" Diameter Round Top Lam SqrEdge		\$179.52		\$179.52	
				<u>Tag For:</u> 109 Conference-OPT					
				.X Standard Wood		FSC Option			
				\$(L1WDGR) L1 Woodgrain Lam Opts		Laminate Top Grd Opts			
				.LWD Lam: Natural Maple-Former D		Woodgrain LAM Clr opts			
				.DD Edg: Natural Maple *Prev EDD*		Edge opt			
24	1	ALS	AMPTPR29L	Structure Round Ped Base Large Seated Height		\$328.32		\$328.32	
				<u>Tag For:</u> 109 Conference-OPT					
				\$(P2) P2 Paint Grade		Graded Paint Opts			
				.PR8 Silver Texture		P2 Paint Clr Opts			
						Tag Subtotal:		\$2,782.52	

110 Workroom

BI / QUOTE #		DATE	CUSTOMER PO NO		CUSTOMER NO	SALESPERSON	
BI-153008-101521		10/15/2021			COM	Stuart Moritz	
Line #	Qty	Part Number	Part Description			Sell \$	Ext Sell \$
25	3	LOCK-SET-3	Set of 3 locks and keys. (pack of 3)			\$0.00	\$0.00
			<u>Tag For:</u> 110 Workroom				
			NICKEL	Nickel			
			ALIKE	Alike			
			102	102 Standard			
			2	2			
26	2	MM-62472SF	6x24x72 Storage Cabinet Filler, Mile Marker			\$108.36	\$216.72
			<u>Tag For:</u> 110 Workroom				
			CO2	Linen (CO2)			
27	3	MM-977588	SPECIAL Mile Maker Shelves36"Wx20"Dx72"H Top section- open with 3 adj shevesBottom Section- 1lateral drawer			\$1,259.90	\$3,779.70
			<u>Tag For:</u> 110 Workroom				
			CO2	Linen (CO2)			
			B4A	Exterior matching			
			CO2	Linen (CO2)			
			CO2	Linen (CO2)			
			R8	Three adj. shelves- WHITE			
			RWP	PURE WHITE			
			NL	No Lock			
			Forte	Forte			
			SNCK	Satin Nickel			
			Q3	No Drawer Liner			
Tag Subtotal:						\$3,996.42	
110 Workroom-OPT							
28	2	HL3L30410	VOI 30D X 41H O-LEG SUPPORT FOR WORKSURFACES			\$220.99	\$441.98
			<u>Tag For:</u> 110 Workroom-OPT				
			\$(P2)	P2 Paint Opts			
			.PR6	Silver			
29	1	HL3LZ5SC60	48W EXTERNAL STIFFENER			\$43.46	\$43.46
			<u>Tag For:</u> 110 Workroom-OPT				
			.P	Color: Black			
30	1	HTLC3060	PRESIDE 60W X 30D RECTANGULAR SHAPED LAMINATE TOP			\$353.01	\$353.01
			<u>Tag For:</u> 110 Workroom-OPT				
			.J	Knife--Designer White 15051			
			DW	Suboption 01			
			.N	No Grommets			
			\$(L1STD)	Grd L1 Standard Laminates			
			.LDW1	Designer White 15051			
Tag Subtotal:						\$838.45	
116,122 & 124 Offices							
31	3	ALS WANDFS	Wand LED Lamp Freestanding Base			\$167.56	\$502.68
			<u>Tag For:</u> 116,122 & 124 Offices				
			.SVR	CLR: Silver	Paint Opts		

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BI-153008-101521		10/15/2021		COM	Stuart Moritz	
Line #	Qty	Part Number	Part Description		Sell \$	Ext Sell \$
32	3	HLED31AS	31IN LED LIGHT W/ POWER SUPPLY (SINGLE)		\$192.96	\$578.88
<i>Tag For:</i> 116,122 & 124 Offices						
33	3	HLSL1472DL	14X72 CABINET DOOR OVERHEAD LOCKING		\$644.00	\$1,932.00
<i>Tag For:</i> 116,122 & 124 Offices						
			\$(L1STD)	Grd L1 Standard Laminates		
			.D	LAM: Natural Maple		
			\$(L1STD)	Grd L1 Standard Laminates		
			.LOFT	LAM: Loft		
			.X	No Option		
			.X	No Option		
34	3	HLSL65OS	65INHIGH O-LEG SOS SUPPORT (2 PACK)		\$217.30	\$651.90
<i>Tag For:</i> 116,122 & 124 Offices						
			\$(P2)	P2 Paint Opts		
			.T1	Platinum Metallic		
35	3	C01SDC0303-2	DEKER,SIDE CHAIR,WD/MTL LEG,DK GREY,ELEMENTS SMOKE UPH,PK 2		\$426.15	\$1,278.45
<i>Tag For:</i> 116,122 & 124 Offices						
36	3	HN1	NUCLEUS MID BACK WORK CHAIR		\$443.21	\$1,329.63
<i>Tag For:</i> 116,122 & 124 Offices						
			.A	Arm: Adjustable Arm		
			.S	CASTER: Soft		
			.IC	Charcoal Ilira Mesh		
			\$(2)	Gr 2 UPH		
			.CLYD	Clyde Color--COLOR: Iron		
			11	Suboption 01		
			.SB	Base: Standard Plastic Black		
			.T	FRAME: Black		
37	3	HLSL2428B	24D X 28IN BOX/BOX/FILE PEDESTAL SUPPORT		\$342.00	\$1,026.00
<i>Tag For:</i> 116,122 & 124 Offices						
			\$(L1STD)	Grd L1 Standard Laminates		
			.D	LAM: Natural Maple		
			\$(L1STD)	Grd L1 Standard Laminates		
			.LOFT	LAM: Loft		
			.T1	Clr: Platinum		
38	3	HLSL2430L	24D X 30W LATERAL FILE		\$530.00	\$1,590.00
<i>Tag For:</i> 116,122 & 124 Offices						
			\$(L1STD)	Grd L1 Standard Laminates		
			.D	LAM: Natural Maple		
			\$(L1STD)	Grd L1 Standard Laminates		
			.LOFT	LAM: Loft		
			.T1	Clr: Platinum		
39	3	HLSLDRWORG	12W X 20D X 1.5H DRAWER ORGANIZER		\$68.80	\$206.40
<i>Tag For:</i> 116,122 & 124 Offices						
			\$(P2)	P2 Paint Opts		
			.T1	Platinum Metallic		
40	3	HLSLR2484	VOI 24D X 84IN W RECTANGLE WORKSURFACE		\$260.00	\$780.00

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BI-153008-101521		10/15/2021		COM	Stuart Moritz	
Line #	Qty	Part Number	Part Description		Sell \$	Ext Sell \$
			<u>Tag For:</u> 116.122 & 124 Offices			
			\$(L1STD) Grd L1 Standard Laminates			
			.D LAM: Natural Maple--EDGE: Natural Maple			
			D Suboption 01			
			.X No Grommets			
41	6	HL28AM2	ANGLED STEEL LEG 29H		\$145.60	\$873.60
			<u>Tag For:</u> 116.122 & 124 Offices			
			\$(P2) PAINT: Select P2 Paint			
			.T1 Platinum Metallic			
42	3	HL6014L	HL6014L		\$110.80	\$332.40
			<u>Tag For:</u> 116.122 & 124 Offices			
			\$(L1STD) Grd L1 Standard Laminates			
			.D LAM: Natural Maple			
			.P Color: Black			
43	3	HL3672	VOI 36D X 72IN W RECTANGLE WORKSURFACE		\$273.60	\$820.80
			<u>Tag For:</u> 116.122 & 124 Offices			
			\$(L1STD) Grd L1 Standard Laminates			
			.D LAM: Natural Maple--EDGE: Natural Maple			
			D Suboption 01			
			.X No Grommets			
44	3	HL5SC72	60W EXTERNAL STIFFENER		\$47.60	\$142.80
			<u>Tag For:</u> 116.122 & 124 Offices			
			.P Color: Black			
45	3	HL2016MP2	MOBILE PED 20X15.8X21.5		\$366.13	\$1,098.39
			<u>Tag For:</u> 116.122 & 124 Offices			
			\$(L1STD) Grd L1 Standard Laminates			
			.D LAM: Natural Maple			
			\$(L1STD) Grd L1 Standard Laminates			
			.LOFT LAM: Loft			
			.T1 Clr: Platinum			
46	3	HL72TW	TACKBOARD FOR 72IN W WALLMOUNT TACKBOARD		\$163.59	\$490.77
			<u>Tag For:</u> 116.122 & 124 Offices			
			\$(A) Grd A Fabric			
			.RFG FABRIC: Refuge--COLOR: Frost			
			93 Suboption 01			
47	3	HL2428O	24D X 28H O-LEG SUPPORT FOR WKSF (SINGLE LEG)		\$144.40	\$433.20
			<u>Tag For:</u> 116.122 & 124 Offices			
			\$(P2) P2 Paint Opts			
			.T1 Platinum Metallic			
48	3	HL2472	VOI 24D X 72IN W RECTANGLE WORKSURFACE		\$177.20	\$531.60
			<u>Tag For:</u> 116.122 & 124 Offices			
			\$(L1STD) Grd L1 Standard Laminates			
			.D LAM: Natural Maple--EDGE: Natural Maple			
			D Suboption 01			
			.X No Grommets			

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BI-153008-101521		10/15/2021			COM	Stuart Moritz	
Line #	Qty	Part Number	Part Description			Sell \$	Ext Sell \$
49	3	HLSLZ5SC72	60W EXTERNAL STIFFENER			\$47.60	\$142.80
			<div>Tag For: 116,122 & 124 Offices</div> <div>.PColor: Black</div>				
Tag Subtotal:						\$14,742.30	
117-121 & 123 Offices							
50	6	ALS WANDFS	Wand LED Lamp Freestanding Base			\$167.56	\$1,005.36
			<div>Tag For: 117-121 & 123 Offices</div> <div>.SVRCLR: SilverPaint Opts</div>				
51	6	HLED31AS	31IN LED LIGHT W/ POWER SUPPLY (SINGLE)			\$192.96	\$1,157.76
			<div>Tag For: 117-121 & 123 Offices</div>				
52	6	HLSL1472DL	14X72 CABINET DOOR OVERHEAD LOCKING			\$660.10	\$3,960.60
			<div>Tag For: 117-121 & 123 Offices</div> <div>\$(L1STD)Grd L1 Standard Laminates</div> <div>.DLAM: Natural Maple</div> <div>\$(L1STD)Grd L1 Standard Laminates</div> <div>.LOFTLAM: Loft</div> <div>.XNo Option</div> <div>.XNo Option</div>				
53	6	HLSL65OS	65INHIGH O-LEG SOS SUPPORT (2 PACK)			\$217.30	\$1,303.80
			<div>Tag For: 117-121 & 123 Offices</div> <div>\$(P2)P2 Paint Opts</div> <div>.T1Platinum Metallic</div>				
54	3	C01SDC0303-2	DEKER,SIDE CHAIR,WD/MTL LEG,DK GREY,ELEMENTS SMOKE UPH,PK 2			\$426.15	\$1,278.45
			<div>Tag For: 117-121 & 123 Offices</div>				
55	6	HN1	NUCLEUS MID BACK WORK CHAIR			\$443.21	\$2,659.26
			<div>Tag For: 117-121 & 123 Offices</div> <div>.AArm: Adjustable Arm</div> <div>.SCASTER: Soft</div> <div>.ICCharcoal Ilira Mesh</div> <div>\$(2)Gr 2 UPH</div> <div>.CLYDClyde Color--COLOR: Iron</div> <div>11Suboption 01</div> <div>.SBBase: Standard Plastic Black</div> <div>.TFRAME: Black</div>				
56	4	HLSL2428B	24D X 28IN BOX/BOX/FILE PEDESTAL SUPPORT			\$342.00	\$1,368.00
			<div>Tag For: 117-121 & 123 Offices</div> <div>\$(L1STD)Grd L1 Standard Laminates</div> <div>.DLAM: Natural Maple</div> <div>\$(L1STD)Grd L1 Standard Laminates</div> <div>.LOFTLAM: Loft</div> <div>.T1Clr: Platinum</div>				
57	4	HLSL2430L	24D X 30W LATERAL FILE			\$530.00	\$2,120.00

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		<u>Tag For:</u>	<u>117-121 & 123 Offices</u>			
		\$(L1STD)	Grd L1 Standard Laminates			
		.D	LAM: Natural Maple			
		\$(L1STD)	Grd L1 Standard Laminates			
		.LOFT	LAM: Loft			
		.T1	Clr: Platinum			
58	4	HLSLR2472	VOI 24D X 72IN W RECTANGLE WORKSURFACE	\$177.20	\$708.80	
		<u>Tag For:</u>	<u>117-121 & 123 Offices</u>			
		\$(L1STD)	Grd L1 Standard Laminates			
		.D	LAM: Natural Maple--EDGE: Natural Maple			
		D	Suboption 01			
		.X	No Grommets			
59	2	HLSL2428B	24D X 28IN BOX/BOX/FILE PEDESTAL SUPPORT	\$342.00	\$684.00	
		<u>Tag For:</u>	<u>117-121 & 123 Offices</u>			
		\$(L1STD)	Grd L1 Standard Laminates			
		.D	LAM: Natural Maple			
		\$(L1STD)	Grd L1 Standard Laminates			
		.LOFT	LAM: Loft			
		.T1	Clr: Platinum			
60	2	HLSL2430L	24D X 30W LATERAL FILE	\$530.00	\$1,060.00	
		<u>Tag For:</u>	<u>117-121 & 123 Offices</u>			
		\$(L1STD)	Grd L1 Standard Laminates			
		.D	LAM: Natural Maple			
		\$(L1STD)	Grd L1 Standard Laminates			
		.LOFT	LAM: Loft			
		.T1	Clr: Platinum			
61	2	HLSLR2472	VOI 24D X 72IN W RECTANGLE WORKSURFACE	\$177.20	\$354.40	
		<u>Tag For:</u>	<u>117-121 & 123 Offices</u>			
		\$(L1STD)	Grd L1 Standard Laminates			
		.D	LAM: Natural Maple--EDGE: Natural Maple			
		D	Suboption 01			
		.X	No Grommets			
62	12	HLSL28AM2	ANGLED STEEL LEG 29H	\$145.60	\$1,747.20	
		<u>Tag For:</u>	<u>117-121 & 123 Offices</u>			
		\$(P2)	PAINT: Select P2 Paint			
		.T1	Platinum Metallic			
63	6	HLSL5414L	HLSL5414L	\$103.20	\$619.20	
		<u>Tag For:</u>	<u>117-121 & 123 Offices</u>			
		\$(L1STD)	Grd L1 Standard Laminates			
		.D	LAM: Natural Maple			
		.P	Color: Black			
64	6	HLSLR3066	VOI 30D X 66IN W RECTANGLE WORKSURFACE	\$194.00	\$1,164.00	
		<u>Tag For:</u>	<u>117-121 & 123 Offices</u>			
		\$(L1STD)	Grd L1 Standard Laminates			
		.D	LAM: Natural Maple--EDGE: Natural Maple			
		D	Suboption 01			
		.X	No Grommets			

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BI-153008-101521		10/15/2021		COM	Stuart Moritz	
Line #	Qty	Part Number	Part Description		Sell \$	Ext Sell \$
65	6	HLSL2016MP2	MOBILE PED 20X15.8X21.5		\$366.13	\$2,196.78
		<u>Tag For:</u> 117-121 & 123 Offices \$(L1STD) Grd L1 Standard Laminates .D LAM: Natural Maple \$(L1STD) Grd L1 Standard Laminates .LOFT LAM: Loft .T1 Clr: Platinum				
66	6	HLSL72TW	TACKBOARD FOR 72IN W WALLMOUNT TACKBOARD		\$163.59	\$981.54
		<u>Tag For:</u> 117-121 & 123 Offices \$(A) Grd A Fabric .RFG FABRIC: Refuge--COLOR: Frost 93 Suboption 01				
67	2	HLSL24280	24D X 28H O-LEG SUPPORT FOR WKSF (SINGLE LEG)		\$144.40	\$288.80
		<u>Tag For:</u> 117-121 & 123 Offices \$(P2) P2 Paint Opt .T1 Platinum Metallic				
68	2	HLSLR2472	VOI 24D X 72IN W RECTANGLE WORKSURFACE		\$177.20	\$354.40
		<u>Tag For:</u> 117-121 & 123 Offices \$(L1STD) Grd L1 Standard Laminates .D LAM: Natural Maple--EDGE: Natural Maple D Suboption 01 .X No Grommets				
69	2	HLSLZ5SC72	60W EXTERNAL STIFFENER		\$47.60	\$95.20
		<u>Tag For:</u> 117-121 & 123 Offices .P Color: Black				
70	4	HLSL24280	24D X 28H O-LEG SUPPORT FOR WKSF (SINGLE LEG)		\$144.40	\$577.60
		<u>Tag For:</u> 117-121 & 123 Offices \$(P2) P2 Paint Opt .T1 Platinum Metallic				
71	4	HLSLR2472	VOI 24D X 72IN W RECTANGLE WORKSURFACE		\$177.20	\$708.80
		<u>Tag For:</u> 117-121 & 123 Offices \$(L1STD) Grd L1 Standard Laminates .D LAM: Natural Maple--EDGE: Natural Maple D Suboption 01 .X No Grommets				
72	4	HLSLZ5SC72	60W EXTERNAL STIFFENER		\$47.60	\$190.40
		<u>Tag For:</u> 117-121 & 123 Offices .P Color: Black				
Tag Subtotal:					\$26,584.35	

z-install

73	1	INSTALL	Receive, deliver & install during normal busines hours. After hours will incur additional charges.		\$6,996.00	\$6,996.00
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BI / QUOTE #		DATE	CUSTOMER PO NO	CUSTOMER NO	SALESPERSON	
BI-153008-101521		10/15/2021		COM	Stuart Moritz	
<u>Line #</u>	<u>Qty</u>	<u>Part Number</u>	<u>Part Description</u>		<u>Sell \$</u>	<u>Ext Sell \$</u>
		<u>Tag For:</u>	z-install			
Tag Subtotal:						\$6,996.00
Total Sell:						\$81,332.99

Tip: Adding fabric protection, furniture cleaning and disinfection services can contribute to a healthy & safe workspace. [Ask your specialist for details.](#)
 Building needs changing? Your furniture team can help with reconfigurations, move management and decommissioning space services too.

----- **Special Instructions** -----

Return Policy: Furniture is sourced specifically for the customer and is non-returnable. Damaged or Defective items will be repaired or replaced in keeping with the manufacturer warranties in place at time of order.

This quote is valid for 30 days unless otherwise noted. Applicable Sales Tax will be added at time of invoicing.

----- **Additional Instructions** -----

SOURCEWELL FURNITURE CONTRACT #121919-SCC

By signing this quote, the customer authorizes the procurement of the products and services contained herein.
 This sale is subject to the Staples Furnitue Solutions Terms and Conditions attached.

ACCEPTED BY	TITLE	DATE	PO NUMBER
			Total Sell: \$81,332.99

BI / QUOTE #		DATE	CUSTOMER PO NO	CUSTOMER NO	SALESPERSON
BI-153008-101521		10/15/2021		COM	Stuart Moritz
<u>Line #</u>	<u>Qty</u>	<u>Part Number</u>	<u>Part Description</u>	<u>Sell \$</u>	<u>Ext Sell \$</u>

FURNITURE TERMS AND CONDITIONS

These Terms and Conditions ("T&Cs") apply to all furniture products and services sold by Staples Contract & Commercial LLC ("Staples"). Throughout these T&Cs, your organization will be referred to as "Buyer" or as a "Party". These T&Cs, together with the quote with which these T&Cs are provided/incorporated, form a binding agreement between Staples and Buyer.

1) PRICES OF PRODUCTS AND SERVICES. Buyer may purchase and Staples shall provide the furniture products ("Products") and related services ("Services") at the prices set forth in Staples' written quote. All written quotes for the Products shall be governed by the terms and conditions of these T&Cs and any Exhibit if attached hereto. The purchase price of the Products does not include freight, handling, installation, insurance, sales or other taxes. Staples' prices are subject to change pursuant to the provisions contained herein and as quoted by Staples to Buyer for each project quoted. Freight, handling and installation charges are invoiced separately. Staples reserves the right to reasonably adjust a Product's price if extraordinary market events require immediate adjustment (e.g., shortages, trade disputes, natural disasters, etc.) and to adjust pricing with the impact of tariffs, customs, or duties imposed on Products. Staples will work with Buyer to identify alternative Products to mitigate customs impact where possible.

2) TERM. Either party shall have the right to terminate the provision of Products and Services pursuant to these T&Cs, for any reason, upon thirty (30) calendar days' prior written notice to the other party. All Products and Services quoted as of the effective date of termination shall be invoiced to Buyer upon termination. In the event of a termination by either party or upon cancellation or expiration of the Agreement, Buyer agrees to promptly pay all amounts owed to Staples. Following termination, Staples reserves the right to withhold shipment of Products until all past due invoices owed to Staples by Buyer are paid.

3) DESIGN. Designs, plans, drawings, specifications, and samples (and the contents thereof) provided in connection with the Products are the property of Staples, and may not be used, reproduced or distributed in whole or in part without Staples' written consent.

4) SHIPPING. Staples shall not be responsible for delays or defaults caused by others or by circumstances beyond its control. Unless Buyer has specified shipping instructions in writing herein or by a subsequent written notice, shipment and delivery will be made by the designated carrier and in the manner deemed best by Staples, including partial shipments.

5) RISK OF LOSS AND DAMAGE. Title and risk of loss or damage to the Product shall pass to Buyer when it is delivered to Buyer or Buyer's agent, whichever first occurs. Staples shall not be liable for any shipping damage, delay, default, loss or expense occurring during or attributable to transportation by any third party carrier.

6) DELIVERY AND INSTALLATION. If delivery and installation are part of this sale, the following provisions shall apply:

A. Installation Site Condition - Buyer will ensure the site is clean and free of debris prior to installation. If Staples must remove or assist in removing existing furniture or equipment at the job site, Buyer shall pay Staples for this Service, as separately invoiced.

B. Installation Site Services - Electricity, heat, and elevator service will be furnished at Buyer's expense. Buyer shall provide adequate facilities for docking, moving and handling of Products.

C. Special Packaging or Handling - If special packaging or handling not contained in these T&Cs is required, Buyer shall pay an extra charge as invoiced separately.

D. Delivery/Installation - Delivery and installation will be during normal business hours (8:00 AM to 5:00 PM local time Monday through Friday, except for Staples designated holidays). Buyer shall pay additional labor costs resulting from overtime work performed at Buyer's request. Staples shall designate the personnel to install the Products sold herein. Buyer shall be responsible for obtaining proper permits for the installation. If regulations in force at the time of installation require the use of tradesmen at the site other than Staples designated personnel, Buyer shall pay for any additional costs incurred. If the Products must be moved due to progress of other trades, or other reason, the Buyer agrees to pay the extra cost of moving.

E. Storage Space - Unless the Products arrive at the site earlier than the date requested, the Buyer shall provide safe and adequate storage space at the Buyer's expense. If the space provided is inadequate or inconveniently located (such as on another floor) or requires excessive sorting or other additional expense, the Buyer shall pay the associated cost or expense.

7) INSTALLATION DELAYS. If construction delays or other causes not within Buyer's or Staples' control force postponement of an installation as scheduled, Staples or the Buyer shall store the Products until installation can be resumed, and the Products shall be considered accepted by the Buyer for purposes of invoicing and payment. Buyer shall pay all transfer and storage charges incurred.

8) COMPLETION OF INSTALLATION. Within a reasonable time after installation, authorized representatives of Staples and Buyer shall inspect the Product for conformity with the order and for defects and/or damages, and shall note all such mutually agreed upon items on an installation "Service Report". Upon completion of the inspection, the representatives of Staples and Buyer shall sign the Service Report, which shall constitute acceptance of Products installed, except as noted in the Service Report.

9) CHANGE ORDER/CANCELLATION. Any order changes must be submitted in writing. Staples will use commercially reasonable efforts to accommodate Buyer's written change order request. All changes/cancellation requests shall be evaluated at the time of request by Staples and are subject to revised lead times and/or additional charges as applicable.

10) RETURNS POLICY. Custom or made to order Products, or Products sourced specifically for Buyer are not eligible for return. Upon approval by Staples, stocked inventory Product may be returned subject to a restocking fee exclusive of freight and delivery. Returned Product must be in new and unused condition and returned in its original carton within 14 days of receipt.

11) PAYMENT. Buyer may be required to pay a deposit of 50% of the total purchase price of the Product ordered. Payment terms are net 30 days from the date of shipment and net 10 days on a consolidated billing method (e.g. weekly, monthly). For partial shipments, payment shall be due only for Products received. The remaining balance for any partial shipment shall be due within terms following installation of the Product. Staples may invoice Buyer at any time following shipment of the Product. Buyer shall pay the net amount shown on the face of the invoice. Credit cards shall not be

BI / QUOTE #	DATE	CUSTOMER PO NO	CUSTOMER NO	SALESPERSON
BI-153008-101521	10/15/2021		COM	Stuart Moritz
Line # Qty	Part Number	Part Description	Sell \$	Ext Sell \$

accepted unless otherwise agreed by Staples. Staples reserves the right to charge interest on any past due amount at the rate of 1.5% per month, or the maximum rate legally permitted, whichever is less. Staples shall be entitled to recover its costs of collection, including reasonable attorneys' fees.

12) TAXES. Staples may collect, and Buyer shall pay, any taxes, which Staples may be required to pay or collect by law in connection with this sale. Any such taxes will be added to the price at time of invoicing and the Buyer shall pay the same unless the Buyer shall furnish written proof thereof of exemption to Staples prior to the estimated shipping date. The appropriate tax rate will be based on where the Product is received.

13) LIMITED WARRANTY. Staples will pass through all manufacturers' warranties for the Products sold to Buyer in lieu of any other express or implied warranties by Staples. STAPLES EXPRESSLY DISCLAIMS ALL REPRESENTATIONS AND WARRANTIES, EXPRESS OR IMPLIED, INCLUDING WITHOUT LIMITATION, NON-INFRINGEMENT, MERCHANTABILITY, FITNESS FOR A PARTICULAR USE OR PURPOSE, OR ANY OTHER STATUTORY OR COMMON LAW WARRANTY.

14) LIMITATION OF LIABILITY. Neither party shall be liable to the other for any special, indirect, incidental, consequential, or punitive damages of any kind even if advised of the possibility thereof. In no event shall Staples' liability (whether in contract, tort or otherwise) for damages arising out of the sale, delivery, installation, use or performance of the Product exceed the purchase price of the Product from which the claim arises.

15) CONFIDENTIALITY. The parties will not disclose any confidential information furnished by the other party, except as required by law. For purposes hereof, confidential information includes, but is not limited to, each party's customer lists, prices, purchasing patterns, and financial information provided by either party, whether or not marked as confidential. In the event a party believes it is required by subpoena or other legal process to disclose confidential information received from the other party, it will give prompt written notice to such other party prior to making any disclosures. If this section is breached, the parties agree that monetary damages may not be sufficient to remedy such breach and that the non-breaching party may suffer irreparable damages, and therefore, the parties agree that the non-breaching party will be entitled to equitable and injunctive relief.

16) Press Releases and Advertisements. Unless expressly required by applicable law, neither party shall, without the prior written consent of the other, issue press releases, marketing literature, public statements, or in any way engage in any other form of public disclosure relating to these T&Cs.

17) SECURITY INTEREST. Staples reserves and Buyer grants to Staples a purchase money security interest in the Product and in the proceeds thereof to secure any payment due hereunder including subsequent invoices. Upon Staples request, Buyer shall execute financing statements and other documents reasonably requested by Staples to protect Staples' security interest. Buyer shall maintain the Product in good condition; keep the Product free from liens and encumbrances; and shall not use or permit use of the Product in a manner likely to damage it, nor remove or permit the removal of the Product from the installation location, nor permit the disassembly of the Product and shall permit inspection by Staples' representative at reasonable times. Buyer shall procure and maintain fire, extended coverage, vandalism and malicious mischief insurance to the full insurable value of the Products, with loss payable to Staples as its interest may appear.

18) INDEMNIFICATION. Each party ("Indemnifying Party") shall defend, hold harmless and indemnify the other, its officers, directors, employees, and agents ("Indemnified Party") from and against all third-party claims, damages, or causes of action arising out of or related to the Indemnifying Party's grossly negligent acts or omissions or material breach of any representation, warranty, covenant or obligation under these T&Cs. The Indemnified Party will (a) notify the Indemnifying Party promptly in writing of such action, (b) give the Indemnifying Party sole control of the defense and settlement of such action and (c) provide the Indemnifying Party all reasonable information and assistance requested.

19) FORCE MAJEURE. Neither party shall be liable for delays or impairment of performance resulting in whole or in part from acts of God, labor disruptions, shortages, inability to procure product, supplies or raw materials, severe weather conditions, acts of subcontractors, interruption of utility services, acts of governments, or any other circumstances or causes beyond the control of either party in the conduct of its business.

20) ASSIGNMENT. Neither party may assign the benefits of these T&Cs without the prior written consent of the other, provided however that Staples may assign these T&Cs to any affiliate, subsidiary or controlled entity. Any party who is assigned these T&Cs is bound to all of the terms and conditions contained herein.

21) INSURANCE. Staples shall at its expense maintain: (i) commercial general liability insurance with limits of at least \$1,000,000 combined single limit per occurrence; (ii) if deliveries are to be made by Staples to any Buyer facility, automobile bodily injury and property damage liability insurance covering owned, non-owned and hired automobiles, the limits of which shall not be less than \$1,000,000 combined single limit per occurrence; (iii) employer's liability insurance, the limits of which shall not be less than \$1,000,000; (iv) workers' compensation insurance as prescribed by applicable law; and (v) umbrella/excess coverage in the amount of \$4,000,000 per occurrence. With respect to the coverage described in (i), (ii), and (v) above, Staples shall (a) name Buyer as an additional insured for loss or damage arising out of Staples' products or services under these T&Cs; (b) name Buyer's landlord or property manager as an additional insured when deliveries or services are to be made or performed by Staples at any Buyer facility; (c) waive insurer's subrogation rights against Buyer and Buyer's landlord or property manager, except to the extent loss or damage is caused solely by Buyer or Buyer landlord or property manager; (d) provide primary, non-contributory coverage to additional insureds to the extent loss or damage results from products or services under these T&Cs; and (e) be insured with insurance companies of recognized standing rated A VIII or better by A.M. Best. Buyer and Buyer's landlord or property manager shall receive prior written notice of cancellation in accordance with the policy provisions.

22) Governing Law. The provisions of these T&Cs shall be construed in accordance with the laws of the State of New York excluding its conflicts of law provisions.

23) TERMS AND CONDITIONS OF AGREEMENT. These terms and conditions, in addition to any quote, contain the entire agreement between the parties with respect to the subject matter hereof. All modifications must be in writing, signed by authorized agents of both parties. These T&Cs shall control over any terms and conditions presented in either party's order forms or other documents which conflict with these T&Cs. If there are any additional terms and conditions contained in Buyer's ordering documents that add to or conflict with these terms and conditions, except for product description, pricing, quantity, and delivery instructions, such terms and conditions are expressly objected to and shall not be binding on Staples.