



State of West Virginia  
Department of Administration  
Purchasing Division  
2019 Washington Street East  
Post Office Box 50130  
Charleston, WV 25305-0130

## Solicitation

NUMBER
BCF13129

PAGE
1

ADDRESS CORRESPONDENCE TO ATTENTION OF:
ROBERTA WAGNER 804-558-0067

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Aarons Products Inc.  
1041 Eighth Ave.  
Huntington, WV 25701

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HEALTH AND HUMAN RESOURCES  
VARIOUS LOCATIONS  
AS INDICATED BELOW

DATE PRINTED
06/11/2013

BID OPENING DATE: 06/19/2013

BID OPENING TIME 1:30PM

LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
ADDENDUM NO. 2						
ADDENDUM IS ISSUED:						
1. TO ADDRESS AND REMOVE SECTION 3.2 OF THE SPECIFICATION AS DEFINED IN THE ATTACHED DOCUMENTATION.						
2. TO MOVE THE BID OPENING DATE;						
FROM:						
JUNE 13, 2013 @ 1:30 P.M.						
TO:						
JUNE 19, 2013 @ 1:30 P.M.						
3. TO PROVIDE ADDENDUM ACKNOWLEDGEMENT. THIS DOCUMENT SHOULD BE SIGNED AND RETURNED WITH YOUR BID. FAILURE TO SIGN AND RETURN MAY RESULT IN THE DISQUALIFICATION OF YOUR BID.						
***** END OF ADDENDUM NO. 2 *****						
06/19/13 11:46:36 AM West Virginia Purchasing Division						

SIGNATURE	TELEPHONE	DATE
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LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
0001	9	EA		425-94		
SECTION 3.2.1 - WORKSTATIONS (9)						
0002	9	EA		425-94		
24"D X 36"W LAMINATE WORK SURFACE						
0003	9	EA		425-94		
24"D X 36"W LAMINATE CORNER WORK SURFACE						
0004	9	EA		425-94		
24"D X 48"W LAMINATE WORK SURFACE						
0005	9	EA		425-94		
36" W STEEL FLIPPER DOOR UNIT W/LOCK						

*For Blue*

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LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
0006	9	EA	425-94	48" W STEEL FLIPPER DOOR UNIT W/LOCK		
0007	9	EA	425-94	24"D F/F PEDESTAL MUST BE FULL HEIGHT TO ATTACH		
0008	9	EA	425-94	24"D B/B/F PEDESTAL MUST BE FULL HEIGHT TO ATTACH		
0009	9	EA	425-94	11"H X 36"W TACK BOARD		
0010	9	EA	425-94	30"W TASK LIGHT - MUST BE WITHIN 6" OF THE WIDTH		

*[Signature]*

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LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
0016	9	EA	425-94	TASK CHAIRS - STANDARD PNEUMATIC HEIGHT, TILT,		
0017	9	EA	425-94	COAT HOOKS		
0018	1	EA	425-94	SECTION 3.2.2 - PRINTER STATION WITHIN WORKSTATION		
0019	2	EA	425-94	24"D F/F PEDESTALS MUST BE FULL HEIGHT TO ATTACH		
0020	2	EA	425-94	OPEN SHELVES TO MATCH PANEL WIDTHS		

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LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
0021	2	EA		425-94		
	24"W X 62"H WORKSTATION PANELS FOR END PANELS					
0022	2	EA		425-94		
	DUPLEX OUTLETS					
0023	1	EA		425-94		
	SECTION 3.2.3 - COPY/MAIL AREA (ROOM 12)					
0024	1	EA		425-94		
	STOOL WITH FOOT RING: STANDARD PNEUMATIC HEIGHT,					
0025	1	EA		425-94		
	SECTION 3.2.4 - RECEPTIONISTS (ROOM 11)					

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LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
0026	1	EA		425-94		
	24"D X 24"W	LAMINATE WORK SURFACE				
0027	1	EA		425-94		
	24"D X 36"W	LAMINATE CORNER WORK SURFACE				
0028	1	EA		425-94		
	24"D X 60"W	LAMINATE WORK SURFACE				
0029	1	EA		425-94		
	36"W STEEL FLIPPER	DOOR UNIT W/LOCK				
0030	1	EA		425-94		
	24"D F/F PEDESTAL	MUST BE FULL HEIGHT TO ATTACH TO				

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LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
0031	1	EA	425-94	24"D B/B/F PEDESTAL MUST BE FULL HEIGHT TO ATTACH		
0032	1	EA	425-94	11"H X 36"W TACK BOARD		
0033	1	EA	425-94	30"W TASK LIGHT - MUST BE WITHIN 6" OF THE WIDTH OF		
0034	1	EA	425-94	KEYBOARD TRAY FULLY ADJUSTABLE, WITH MOUSE PAD THAT		
0035	2	EA	425-94	24"W TOOLBAR TO INCLUDE: HORIZONTAL IN TRAY		

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LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
0036	2	EA		425-94		
	SAME TOOLBAR IN 35 TO INCLUDE: HORIZONTAL OUT TRAY,					
0037	1	EA		425-94		
	TASK CHAIRS - STANDARD PNEUMATIC HEIGHT, TILT,					
0038	4	EA		425-94		
	SECTION 3.2.5 - 4 INTERVIEW RMS AND DESIGN OPTIONS					
0039	4	EA		425-94		
	KEYBOARD TRAY FULLY ADJUSTABLE, WITH MOUSE PAD THAT					
0040	4	EA		425-94		
	TACK BOARD - 36"W X 11"H ATTACHED TO WALL					

*Buyer*  
*Blw*

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LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
0041	4	EA		425-94		
				TASK CHAIRS: STANDARD PNEUMATIC HEIGHT, TILT		
0042	8	EA		425-94		
				GUEST CHAIRS - METAL FRAME NO ARMS, 4 LEGS		
0043	1	EA		425-94		
				18"D X 48"W X 30"H TABLE, LAMINATE TOP WITH STEEL		
0044	2	EA		425-94		
				SECTION 3.2.6 - 2 ENCLOSED OFFICES - ROOMS 21 & 22		
0045	2	EA		425-94		
				48"W RETURN WITH R/F FULL HEIGHT PEDESTAL		

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LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
0046	EA 2			425-94		
	48"W OVER THE	DESK	W/TACK BOARD			
0047	EA 2			425-94		
	36"W TASK LIGHT					
0048	EA 2			425-94		
	24" FULL HEIGHT, LAMINATE B/B/F PEDESTAL MOBILE					
0049	EA 2			425-94		
	KEYBOARD TRAY FULL ADJUSTABLE, WITH MOUSE PAD THAT					
0050	EA 1			425-94		
	FREESTANDING PAPER TRAY TO INCLUDE:					

*Ben*  
*2/2/13*

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LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
0051	1	EA		425-94		
FREESTANDING PAPER TRAY INCLUDES: HORIZONTAL OUT						
0052	2	EA		425-94		
FREESTANDING DIAGONAL TRAY TO CONSIST OF 3 SLOTS.						
0053	2	EA		425-94		
TASK CHAIRS: STANDARD PNEUMATIC HEIGHT, TILT						
0054	4	EA		425-94		
GUEST CHAIRS - METAL FRAME W/ARMS, 4 LEGS WITHOUT						
0055	2	EA		425-94		
36"W X 4 HIGH LAMINATE LATERAL FILE W/LOCK.						

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LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
0056	2	EA		425-94		
BOOKCASE 4 HIGH LAMINATE WITH 3 ADJUSTABLE SHELVES						
0057	2	EA		425-94		
SECTION 3.2.7 - 1 ENCLOSED OFFICE & DESIGN - ROOM 2						
0058	2	EA		425-94		
48"W RETURN WITH F/F FULL HEIGHT PEDESTAL.						
0059	2	EA		425-94		
48"W OVER THE DESK W/TACK BOARD.						
0060	2	EA		425-94		
36"W TASK LIGHT.						

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LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
0061	2	EA		425-94		
				24" FULL HEIGHT, LAMINATE B/B/F, PEDESTAL MOBILE		
0062	2	EA		425-94		
				KEYBOARD TRAY FULLY ADJUSTABLE, WITH MOUSE PAD THAT		
0063	1	EA		425-94		
				FREESTANDING PAPER TRAY TO INCLUDE: HORIZONTAL		
0064	1	EA		425-94		
				FREESTANDING PAPER TRAY TO INCLUDE: HORIZONTAL		
0065	2	EA		425-94		
				FREESTANDING DIAGONAL TRAY TO CONSIST OF 3 SLOTS		

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LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
0066	2	EA		425-94		
TASK CHAIRS: STANDARD PNEUMATIC HEIGHT, TILT,						
0067	2	EA		425-94		
GUEST CHAIRS - METAL FRAME W/ARMS, 4 LEGS WITHOUT						
0068	2	EA		425-94		
36"W X 4 HIGH LAMINATE LATERAL FILE WITH LOCK.						
0069	6	EA		425-94		
SECTION 3.2.8 - ONE CONFERENCE ROOM & DESIGN OPTIONS						
0070	24	EA		425-94		
STACKING SIDE CHAIRS, 4 LEGS, WITHOUT ARMS						

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LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
0071	1	EA		425-94		
	MARKER BOARD TO CONSIST OF WHITE BOARD, TWO SIDE					
0072	2	EA		425-94		
	SECTION 3.2.9 - BREAK ROOM DESIGN OPTIONS - ROOM 23					
0073	8	EA		425-94		
	CHAIRS, MOLDED POLY SHELL, NO UPHOLSTERY, METAL					
0074	22	EA		425-94		
	SECTION 3.2.10 - LOBBY AREA					
0075	2	EA		425-94		
	SECTION 3.2.11 - VIDEO ROOM WILL CONTAIN THE					

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0076	1	EA		425-94		
TASK CHAIR: STANDARD PNEUMATIC HEIGHT, TILT, SWIVEL						
0077	1	EA		425-94		
BOOKCASE - 4 HIGH LAMINATE WITH 3 ADJUSTABLE SHELVES						
0078	1	EA		425-94		
SECTION 3.2.12 FAMILY VISITATION ROOM TO CONTAIN THE						
0079	1	EA		425-94		
END TABLE 24" X 24" LAMINATE WITH 4 LEGS.						
0080	1	EA		425-94		
3 SEAT SOFA WITH MINIMUM OF 4 LEGS, STATIONARY						

*[Handwritten signature]*

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1:30PM

LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
0081	1	EA		425-94		
				LOUNGE CHAIRS, NO MORE THAN 32"W, WITH ARMS		
0082	2	EA		425-94		
				CHAIRS; MOLDED POLY SHELL, NO UPHOLSTERY METAL		
0083	4	EA		425-94		
				SECTION 3.2.13 STORAGE ROOM TO CONTAIN - ROOM 5		
***** THIS IS THE END OF RFQ BCF13129 ***** TOTAL:						
						

SIGNATURE

TELEPHONE

DATE

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ADDRESS CHANGES TO BE NOTED ABOVE

WHEN RESPONDING TO SOLICITATION, INSERT NAME AND ADDRESS IN SPACE ABOVE LABELED 'VENDOR'

**SOLICITATION NUMBER: BCF13129****Addendum Number: 2**

---

The purpose of this addendum is to modify the solicitation identified as ("Solicitation") to reflect the change(s) identified and described below.

**Applicable Addendum Category:**

- ☒ Modify bid opening date and time
- ☒ Modify specifications of product or service being sought
- ☐ Attachment of vendor questions and responses
- ☐ Attachment of pre-bid sign-in sheet
- ☐ Correction of error
- ☐ Other

**Description of Modification to Solicitation:**

1. To address changes made to the specification.
2. To move the bid opening date from June 13, 2013 to June 19, 2013.  
The bid opening time @ 1:30 PM remains the same.
3. To provide Addendum Acknowledgement.

**Additional Documentation:** Documentation related to this Addendum (if any) has been included herewith as Attachment A and is specifically incorporated herein by reference.

**Terms and Conditions:**

1. All provisions of the Solicitation and other addenda not modified herein shall remain in full force and effect.
2. Vendor should acknowledge receipt of all addenda issued for this Solicitation by completing an Addendum Acknowledgment, a copy of which is included herewith. Failure to acknowledge addenda may result in bid disqualification. The addendum acknowledgement should be submitted with the bid to expedite document processing.





# ATTACHMENT A

A handwritten signature in black ink, appearing to be 'R. M.' with a stylized flourish.

**BCF13129 ADDENDUM #2**  
**Doddridge County Modular Furniture**

**Make the following changes to the specifications:**

**A. Change to C from Addendum # 1**

1. Remove from 3.2: Case goods: The tops shall be 1 3/16" thick made from a wood composite core containing recycled content. Full and half end support panels shall be constructed of 1 1/2" thick wood composite core with high pressure laminate surfaces. End panels shall have leveling glides that provide 1 1/2" of adjustable range. All case goods shall be constructed of a 22 gauge steel case. All modesty panels shall be constructed of 22 gauge steel. All modesty panels shall be set a 1 1/2" below work surface to allow for cord and wire access from the case goods top. Corner and curved wrap around units shall feature a corner support constructed of 18 gauge steel.
2. Was added in error and needs to be removed from the bid completely.

- B. Change Bid Opening Date from Thursday June 13, 2013 at 1:30 PM EST  
Change Bid Opening Date to Wednesday June 19, 2013 at 1:30 PM EST**



**ADDENDUM ACKNOWLEDGEMENT FORM**  
**SOLICITATION NO.:** BCF13129

**Instructions:** Please acknowledge receipt of all addenda issued with this solicitation by completing this addendum acknowledgment form. Check the box next to each addendum received and sign below. Failure to acknowledge addenda may result in bid disqualification.

**Acknowledgment:** I hereby acknowledge receipt of the following addenda and have made the necessary revisions to my proposal, plans and/or specification, etc.

**Addendum Numbers Received:**

(Check the box next to each addendum received)

<input checked="" type="checkbox"/> Addendum No. 1	<input type="checkbox"/> Addendum No. 6
<input checked="" type="checkbox"/> Addendum No. 2	<input type="checkbox"/> Addendum No. 7
<input type="checkbox"/> Addendum No. 3	<input type="checkbox"/> Addendum No. 8
<input type="checkbox"/> Addendum No. 4	<input type="checkbox"/> Addendum No. 9
<input type="checkbox"/> Addendum No. 5	<input type="checkbox"/> Addendum No. 10

I understand that failure to confirm the receipt of addenda may be cause for rejection of this bid. I further understand that any verbal representation made or assumed to be made during any oral discussion held between Vendor's representatives and any state personnel is not binding. Only the information issued in writing and added to the specifications by an official addendum is binding.

Aarons Products Inc.  
 Company  
Ryan Blatch  
 Authorized Signature  
6-19-2013  
 Date

# BID SHEET

Release No.:

BCF13129

Project:

DHHR, Bureau for Children and Families, Doddridge County Office

Section:

Please complete the below pricing sheet to include with your bid. Vendors should complete a separate Bid Sheet for each Section defined in the Bid Request package. Vendors may add additional lines in each section as needed.

Please provide an electronic copy with your bid on a CD.  
if you have any questions.

All items bid for this project MUST be a part of your bid response.

## Section 3.2.1 - Workstations (9)

### Workstations 6' x 7'

Description	QTY	MNFTR	Part No.	Catalog #	Page	Location/Rooms	Unit Price	EXT. Price
62" h (+/-5")				TERA PANEL				\$ -
All panels are acoustical, monolithic				SYSTEM				\$ -
2" thickness and solid core,								\$ -
no frame or tile panels will be				PANELS ONLY				\$ -
accepted. All panels shall be powered								\$ -
so that each workstation has 3 duplex outlets	15	TERA	HMC 167	24			250.20	\$3753.00
per station, no power strips will be accepted.	23	TERA	HMC 167	36			351.00	\$8073.00
	9	TERA	HMC 167	48			384.60	\$3461.40
*Eliminate 2 panels along server room 3 wall*								\$
								\$
								\$
***Please note the service window, one 60"								\$
panel will need to be 32" high.***								\$
								\$
***All workstations should have wing panels.								\$ -
See drawing for size.***								\$ -
Subtotal								\$15,287.40

315,287.40

Description	QTY	MNFR	Part No.	Catalog #	Page Location/Rooms	Unit Price	EXT. Price
ELECTRICAL & PANEL							\$ -
HARDWARE ASST				9 WORKSTATIONS			\$ -
				TERA PANEL SYSTEM			\$ -
							\$ -
							\$ -
						Subtotal	\$1351.80

[illegible][illegible]

9  
WORK STATION 5

Subtotal	\$2151.00	\$2151.00
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### Miscellaneous Items

9 WORKSTATIONS

Subtotal	\$ 27.00	# 27.00
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### Section 3.2.2 - Printer Station within Work Station Area

### Workstation Area

TEAR PANEL  
System

WORK SURFACES  
AND ACCESSORIES

Subtotal	\$1305.00	\$1305.00
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### Section 3.2.3 - Copy/Mail Area ( Rm 12 )

## Work Surfaces

## Table

NO	BID
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\$ \_\_\_\_\_

**Description:**

Description:	QTY	MNUF	Part No.	Catalog #	Page	Loc	Rom	Unit Price	Ext. Price
Stool with foot ring: standard pneumatic height, tilt,	1	PRM	3502		79	12		214.00	\$ 214.00
swivel features, metal frame with height adjustable			100SK						\$ -
arms, 5 star base with casters, mid back design,									\$ -
adjustable lumbar, upholstered in fabric									\$ -
									\$ -
									\$ -
								Subtotal	\$ 214.00

**Workstations 6' x 7'**

[illegible][illegible]

Description	QTY	MNFR	Part No.	Catalog #	Page	Location/Rooms	Unit Price	EXT. Price
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design, adjustable lumbar, upholstered in fabric							\$ -
							\$ -
Guest chairs - metal frame w/arms, 4 legs without casters upholstered in fabric	4	PRM	2904 TG	Doane Keyes	62	124.00	\$496.00
							\$ -
							\$ -
Subtotal							\$974.00 \$ 974.00

#### Miscellaneous Items

Description	QTY	MNFTR	Part No.	Catalog #	Page	Location/Rooms	Unit Price	EXT. Price
36" w x 4 high laminate lateral file w/lock	2	PRM	PL 184	Doane Keyes	26		794.00	\$1588.00
								\$ -
Bookcase 4 high laminate with 3 adjustable shelves in 1" increments must have finished backs.	2	PRM	PL 156	Doane Keyes	27		174.00	\$348.00
								\$ -
								\$ -
								\$ -
								\$ -
Subtotal							\$1936.00	\$ 1936.00

#### Section 3.2.7 - There is 1 Enclosed Office and the design options are as follows: (Rm. 2)

##### Private Offices

Description	QTY	MNFTR	Part No.	Catalog #	Page	Location/Rooms	Unit Price	EXT. Price
Free standing design:								\$ -
Desk - General Specifications:								\$ -
Outside and surface panels are made from 1"								\$ -
thick 45 lbs. density particle board and covered								\$ -
on both sides with high performance thermally								\$ -
fused laminate. File drawers have full extension								\$ -
steel ball bearing slides, box drawers use 3/4								\$ -
extension steel ball bearing slides. Drawers and								\$ -
end panels are edge banded on all four sides								\$ -
to protect clothing and the floor covering.								\$ -
locks are standard. Drawers are open with side								\$ -
pulls. Full leg end panels and modesty panel.								\$ -
						Room		\$ -
36" x 72" d peninsula desk	2	PRM	PL147	Doane-Keyes	26-27	2	185.00	\$370.00
48" w return with f/f full height pedestal	2	PRM	PL145/175	" "	26-27	2	300.00	\$600.00
48" w over the desk w/tack board	2	PRM	PL125/116	" "	26-27	2	250.00	\$500.00
36" w task light	2	PRM	TL 48	" "	27	2	75.00	\$150.00
24" full height, laminate b/b/f pedestal mobile	2	PRM	PL148	" "	26	2	216.00	\$432.00
with casters.								\$ -
Keyboard tray fully adjustable, with mouse pad	2	PRM	EZ0021	" "	27	2	178.50	\$357.00
that can be moved to either left or right side of								\$ -
keyboard tray, includes palm support, no knob								\$ -
or lever needed for height adjustment, 6" of								\$ -
height adjustment, negative and positive tilt with								\$ -

360 degree swivel.										\$ -
Freestanding paper tray to include:										\$ -
Horizontal In Tray	1			TEPA		2	21.00	\$ 21-00		
Horizontal Out Tray	1			PANEL		2	21.00	\$ 21-00		
Freestanding diagonal tray to consist of 3 slots	2			SYSTEM		2	30.00	\$ 60-00		
								\$ -		
								\$ -		
Subtotal									\$2511-00	\$ 2511.00

### Seating

Description	QTY	MNFTR	Part No.	Catalog #	Page	Location/Rooms	Unit Price	EXT. Price
Task chairs: standard pneumatic height,	2	PRM	4354	Doane-Keyes	78	2	239.00	\$ 478.00
tilt, swivel features metal frame with height								\$ -
adjustable arms, 5 star base casters, mid back								\$ -
design, adjustable lumbar, upholstered in fabric								\$ -
								\$ -
Guest chairs - metal frame with arms, 4 legs	2	PRM	2904	Doane-Keyes	62	2	124.00	\$ 248.00
without casters upholstered in fabric								\$ -
								\$ -
								\$ -
Subtotal								\$ 726.00

### Miscellaneous Items

Description	QTY	MNFTR	Part No.	Catalog #	Page	Location/Rooms	Unit Price	EXT. Price
36" w x 4 high laminate lateral file w/lock	2	PRM	PL184	DOANE-KEYES	26	2	794.00	\$1588.00
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
Subtotal								\$1588.00

### Section 3.2.8 - There is one conference room and the design options are as follows: (Room 4)

#### Tables

Description	QTY	MNFTR	Part No.	Catalog #	Page	Location/Rooms	Unit Price	EXT. Price
Conference table:								\$ -
30" d x 60" w laminate tops with steel base and 4 legs on casters	6	PRM	PLT 3060	DOANE - Keyes	40/45	4	200.00	\$ 1200.00
			0006.04					\$ -
								\$ -
Subtotal								\$ 1200.00

#### Seating

Description	QTY	MNFTR	Part No.	Catalog #	Page	Location/Rooms	Unit Price	EXT. Price
Stacking side chairs , 4 legs, without arms	24	PRM	2920TG	DOANE-KEYES	62	4	118.00	\$ 2832-00



upholsteed in fabric								\$ -
								\$ -
								Subtotal
								\$ 2832.00 \$ 2832.00

#### Miscellaneous Items

Description	QTY	MNFTR	Part No.	Catalog #	Page	Location/Rooms	Unit Price	EXT. Price
Marker board to consist of white board, two side opening doors, cork board on right side door and 50 sheet writing pad on left door. Marker board can also be used for projection. Set of 4 dry markers and eraser included with board.	1	AARCO	MC-1	AARCO	25		749.00	\$ 749.00
								\$ -
								\$ -
								\$ -
								\$ -
								Subtotal
								\$ 749.00 \$ 749.00

#### Section 3.2.9 - The break room design options are as follows: (Room 23)

##### Tables

Description	QTY	MNFTR	Part No.	Catalog #	Page	Location/Rooms	Unit Price	EXT. Price
60"w x 30"d laminate top with two 29"h, metal column with "T" legs	2	PRM	PLT 3060	DOANE - Keyes	40-45	23	205.00	\$ 410.00
			0007.02					\$ -
								\$ -
								\$ -
								\$ -
								Subtotal
								\$ 410.00 \$ 410.00

##### Seating

Description	QTY	MNFTR	Part No.	Catalog #	Page	Location/Rooms	Unit Price	EXT. Price
Chairs: molded poly shell, no upholstery metal frame without arms, 4 legs, stationary	8	PRM	TUR-10E	DOANE-KEYES	107	23	34.00	\$ 272.00
								\$ -
								Subtotal
								\$ 272.00 \$ 272.00

#### Section 3.2.10 - The lobby Area

##### Seating

Description	QTY	MNFTR	Part No.	Catalog #	Page	Location/Rooms	Unit Price	EXT. Price
Stacking hard shell chairs, no arms (fully molded, no open back) with metal frame, 4 legs stationary without casters. The chairs are ganged in accordance with the attached floor plan.	22	PRM	3050	DOANE-KEYES	107	LOBBY	58.00	\$ 1276.00
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
								Subtotal
								\$ 1276.00 \$ 1276.00

#### Section 3.2.11 - The video room will contain the following options: (Room 16)

##### Work Surfaces

[illegible]

Description	QTY	MNFT#	Part No.	Catalog #	Page	Location/Rooms	Unit Price	EXT. Price
Task chair: standard pneumatic height,	1	PRM	4354		78	16	239.00	\$239.00
tilt, swivel features metal frame with height			311AK					\$ -
adjustable arms, 5 star base casters, mid back								\$ -
design, adjustable lumbar, upholstered in fabric								\$ -
								\$ -
							Subtotal	\$239.00

Description	QTY	MNFR	Part No.	Catalog #	Page	Location/Rooms	Unit Price	EXT. Price
Bookcase							174.00	\$ 174.00
4 high laminate with 3 adjustable shelves in 1" increments, must have finished back	1	PRM	PL156	DOANE Keyos	27	16		\$ -
								\$ -
								\$ -
							Subtotal	\$ 174.00

Description	QTY	MNFR	Part No.	Catalog #	Page	Location/Rooms	Unit Price	EXT. Price
36" round laminate table 29" h metal column	1	PRM	PLT 36R	DOANE-KEY405	99	17	153.00	\$153.00



with cross base.								\$ -
End table 24" x 24" laminate with 4 legs	1	PRM	PL 220	DOANE-KEYES	27	17	89.00	\$ 89.00
								\$ -
Subtotal								\$ 242.00

\$ 242.00

### Seating

Description	QTY	MNFR	Part No.	Catalog #	Page	Location/Rooms	Unit Price	EXT. Price
3 seat sofa with minimum of 4 legs, stationary without casters, upholstered in vinyl.	1	PRM	9883	DOANE-KEYES	50	17	765.00	\$ 765.00
								\$ -
Lounge chairs, no more than 32" w, with arms upholstered in vinyl, minimum of 4 legs.	1	PRM	9881	DOANE-KEYES	50	17	383.00	\$ 383.00
								\$ -
Chairs: molded poly shell, no upholstery metal frame without arms, 4 legs, stationary	2	PRM	TUR-10E	DOANE-KEYES	107	17	34.00	\$ 68.00
								\$ -
								\$ -
								\$ -
								\$ -
Subtotal								\$ 1216.00

\$ 1216.00

### Section 3.2.13 - Storage Room to contain: (Room 5)

#### Miscellaneous Items

Description	QTY	MNFR	Part No.	Catalog #	Page	Location/Rooms	Unit Price	EXT. Price
Shelves								\$ -
6 high 36" w x 12" deep open style shelving heavy duty, 20 gauge steel, 1000 lb. max load per shelf	4	TNN	6023612	DOANE-KEYES	124		319.00	\$ 1276.00
								\$ -
								\$ -
Subtotal								\$ 1276.00

\$ 1276.00

TOTAL \$ 65,223.08



State of West Virginia  
Department of Administration  
Purchasing Division  
2019 Washington Street East  
Post Office Box 50130  
Charleston, WV 25305-0130

## Solicitation

NUMBER

BCF13129

PAGE

1

ADDRESS CORRESPONDENCE TO ATTENTION OF:

ROBERTA WAGNER  
304-558-0067

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Aarons Products, Inc.  
1041 Eighth Ave.  
Huntington, WV 25701

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HEALTH AND HUMAN RESOURCES  
VARIOUS LOCATIONS  
AS INDICATED BELOW


DATE PRINTED

06/04/2013

BID OPENING DATE:

06/13/2013

BID OPENING TIME 1:30PM

LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
ADDENDUM NO. 1						
ADDENDUM ISSUED:						
1. TO ADDRESS CHANGES MADE TO THE SPECIFICATIONS.						
2. TO PROVIDE VENDORS A COPY OF THE MANDATORY PRE-BID MEETING SIGN-IN SHEET. SPECIFICATION CHANGES AND PRE-BID SIGN-IN SHEETS ARE ATTACHED.						
3. TO PROVIDE ADDENDUM ACKNOWLEDGEMENT. THIS DOCUMENT SHOULD BE SIGNED AND RETURNED WITH YOUR BID. FAILURE TO SIGN AND RETURN MAY RESULT IN THE DISQUALIFICATION OF YOUR BID.						
***** END OF ADDENDUM NO. 1 *****						
						

SIGNATURE

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DATE

TITLE

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ADDRESS CHANGES TO BE NOTED ABOVE

WHEN RESPONDING TO SOLICITATION, INSERT NAME AND ADDRESS IN SPACE ABOVE LABELED 'VENDOR'



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# Solicitation

NUMBER

BCF13129

PAGE

2

ADDRESS CORRESPONDENCE TO ATTENTION OF:

ROBERTA WAGNER  
804-558-0067

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06/13/2013

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LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
0001	9	EA		425-94		
SECTION 3.2.1 - WORKSTATIONS (9)						
0002	9	EA		425-94		
24"D X 36"W LAMINATE WORK SURFACE						
0003	9	EA		425-94		
24"D X 36"W LAMINATE CORNER WORK SURFACE						
0004	9	EA		425-94		
24"D X 48"W LAMINATE WORK SURFACE						
0005	9	EA		425-94		
36" W STEEL FLIPPER DOOR UNIT W/LOCK						

*[Handwritten Signature]*

SIGNATURE		TELEPHONE	DATE
TITLE		FEIN	ADDRESS CHANGES TO BE NOTED ABOVE

WHEN RESPONDING TO SOLICITATION, INSERT NAME AND ADDRESS IN SPACE ABOVE LABELED 'VENDOR'



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2019 Washington Street East  
Post Office Box 50130  
Charleston, WV 25305-0130

# Solicitation

NUMBER

BCF13129

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3

ADDRESS CORRESPONDENCE TO ATTENTION OF:

ROBERTA WAGNER  
804-558-0067

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BID OPENING DATE:

06/13/2013

BID OPENING TIME 1:30PM

LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
0006	9	EA		425-94		
				48" W STEEL FLIPPER DOOR UNIT W/LOCK		
0007	9	EA		425-94		
				24"D F/F PEDESTAL MUST BE FULL HEIGHT TO ATTACH		
0008	9	EA		425-94		
				24"D B/B/F PEDESTAL MUST BE FULL HEIGHT TO ATTACH		
0009	9	EA		425-94		
				11"H X 36"W TACK BOARD		
0010	9	EA		425-94		
				30"W TASK LIGHT - MUST BE WITHIN 6" OF THE WIDTH		

SIGNATURE

TELEPHONE

DATE

TITLE

FEIN

ADDRESS CHANGES TO BE NOTED ABOVE

WHEN RESPONDING TO SOLICITATION, INSERT NAME AND ADDRESS IN SPACE ABOVE LABELED 'VENDOR'



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# Solicitation

NUMBER

BCF13129

PAGE

4

ADDRESS CORRESPONDENCE TO ATTENTION OF:

ROBERTA WAGNER  
304-558-0067

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HEALTH AND HUMAN RESOURCES  
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AS INDICATED BELOW

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06/04/2013

BID OPENING DATE:

06/13/2013

BID OPENING TIME 1:30PM

LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
0011	9	EA		425-94		
				42"W TASK LIGHT - MUST BE WITHIN 6" OF THE WIDTH		
0012	9	EA		425-94		
				KEYBOARD TRAY FULL ADJUSTABLE WITH MOUSE PAD THAT		
0013	9	EA		425-94		
				48"W TOOLBAR TO INCLUDE: HORIZONTAL IN TRAY		
0014	9	EA		425-94		
				SAME TOOLBAR IN ITEM 13 WITH HORIZONTAL OUT TRAY		
0015	9	EA		425-94		
				SAME TOOLBAR IN ITEM 13 WITH VERTICAL TO CONSIST OF		

*Robert Wagner*

SIGNATURE

TELEPHONE

DATE

TITLE

FEIN

ADDRESS CHANGES TO BE NOTED ABOVE

WHEN RESPONDING TO SOLICITATION, INSERT NAME AND ADDRESS IN SPACE ABOVE LABELED 'VENDOR'



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Purchasing Division  
2019 Washington Street East  
Post Office Box 50130  
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# Solicitation

NUMBER
BCF13129

PAGE
5

ADDRESS CORRESPONDENCE TO ATTENTION OF:
ROBERTA WAGNER 304-558-0067

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HEALTH AND HUMAN RESOURCES  
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06/04/2013

BID OPENING DATE:

06/13/2013

BID OPENING TIME 1:30PM

LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
0016	9	EA		425-94		
	TASK CHAIRS - STANDARD PNEUMATIC HEIGHT, TILT,					
0017	9	EA		425-94		
	COAT HOOKS					
0018	1	EA		425-94		
	SECTION 3.2.2 - PRINTER STATION WITHIN WORKSTATION					
0019	2	EA		425-94		
	24"D F/F PEDESTALS MUST BE FULL HEIGHT TO ATTACH					
0020	2	EA		425-94		
	OPEN SHELVES TO MATCH PANEL WIDTHS					

SIGNATURE	TELEPHONE	DATE
TITLE	FEIN	ADDRESS CHANGES TO BE NOTED ABOVE

WHEN RESPONDING TO SOLICITATION, INSERT NAME AND ADDRESS IN SPACE ABOVE LABELED 'VENDOR'



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Purchasing Division  
2019 Washington Street East  
Post Office Box 50130  
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# Solicitation

NUMBER
BCF13129

PAGE
6

ADDRESS CORRESPONDENCE TO ATTENTION OF
ROBERTA WAGNER 304-558-0067

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HEALTH AND HUMAN RESOURCES  
VARIOUS LOCATIONS  
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DATE PRINTED
06/04/2013

BID OPENING DATE: 06/13/2013

BID OPENING TIME 1:30PM

LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
0021	2	EA		425-94		
	24"W X 62"H WORKSTATION PANELS FOR END PANELS					
0022	2	EA		425-94		
	DUPLEX OUTLETS					
0023	1	EA		425-94		
	SECTION 3.2.3 - COPY/MAIL AREA (ROOM 12)					
0024	1	EA		425-94		
	STOOL WITH FOOT RING: STANDARD PNEUMATIC HEIGHT,					
0025	1	EA		425-94		
	SECTION 3.2.4 - RECEPTIONISTS (ROOM 11)					

*Reson*  
*3/16*

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ADDRESS CORRESPONDENCE TO ATTENTION OF:

ROBERTA WAGNER  
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LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
0026	1	EA		425-94		
				24"D X 24"W LAMINATE WORK SURFACE		
0027	1	EA		425-94		
				24"D X 36"W LAMINATE CORNER WORK SURFACE		
0028	1	EA		425-94		
				24"D X 60"W LAMINATE WORK SURFACE		
0029	1	EA		425-94		
				36"W STEEL FLIPPER DOOR UNIT W/LOCK		
0030	1	EA		425-94		
				24"D F/F PEDESTAL MUST BE FULL HEIGHT TO ATTACH TO		

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LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
0031	1	EA		425-94		
24"D B/B/F PEDESTAL MUST BE FULL HEIGHT TO ATTACH						
0032	1	EA		425-94		
11"H X 36"W TACK BOARD						
0033	1	EA		425-94		
30"W TASK LIGHT - MUST BE WITHIN 6" OF THE WIDTH OF						
0034	1	EA		425-94		
KEYBOARD TRAY FULLY ADJUSTABLE, WITH MOUSE PAD THAT						
0035	2	EA		425-94		
24"W TOOLBAR TO INCLUDE: HORIZONTAL IN TRAY						

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LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
0036	2	EA		425-94		
	SAME TOOLBAR IN 35 TO INCLUDE: HORIZONTAL OUT TRAY,					
0037	1	EA		425-94		
	TASK CHAIRS - STANDARD PNEUMATIC HEIGHT, TILT,					
0038	4	EA		425-94		
	SECTION 3.2.5 - 4 INTERVIEW RMS AND DESIGN OPTIONS					
0039	4	EA		425-94		
	KEYBOARD TRAY FULLY ADJUSTABLE, WITH MOUSE PAD THAT					
0040	4	EA		425-94		
	TACK BOARD - 36"W X 11"H ATTACHED TO WALL					

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LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
0041	4	EA		425-94		
TASK CHAIRS: STANDARD PNEUMATIC HEIGHT, TILT						
0042	8	EA		425-94		
GUEST CHAIRS - METAL FRAME NO ARMS, 4 LEGS						
0043	1	EA		425-94		
18"D X 48"W X 30"H TABLE, LAMINATE TOP WITH STEEL						
0044	2	EA		425-94		
SECTION 3.2.6 - 2 ENCLOSED OFFICES - ROOMS 21 & 22						
0045	2	EA		425-94		
48"W RETURN WITH F/F FULL HEIGHT PEDESTAL						

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LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
0046	2	EA		425-94		
				48"W OVER THE DESK W/TACK BOARD		
0047	2	EA		425-94		
				36"W TASK LIGHT		
0048	2	EA		425-94		
				24" FULL HEIGHT, LAMINATE B/B/F PEDESTAL MOBILE		
0049	2	EA		425-94		
				KEYBOARD TRAY FULL ADJUSTABLE, WITH MOUSE PAD THAT		
0050	1	EA		425-94		
				FREESTANDING PAPER TRAY TO INCLUDE:		

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LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
0051	1	EA		425-94		
FREESTANDING PAPER TRAY INCLUDES: HORIZONTAL OUT						
0052	2	EA		425-94		
FREESTANDING DIAGONAL TRAY TO CONSIST OF 3 SLOTS.						
0053	2	EA		425-94		
TASK CHAIRS: STANDARD PNEUMATIC HEIGHT, TILT						
0054	4	EA		425-94		
GUEST CHAIRS - METAL FRAME W/ARMS, 4 LEGS WITHOUT						
0055	2	EA		425-94		
36"W X 4 HIGH LAMINATE LATERAL FILE W/LOCK.						

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LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
0056	2	EA		425-94		
BOOKCASE 4 HIGH LAMINATE WITH 3 ADJUSTABLE SHELVES						
0057	2	EA		425-94		
SECTION 3.2.7 - 1 ENCLOSED OFFICE & DESIGN - ROOM 2						
0058	2	EA		425-94		
48"W RETURN WITH F/F FULL HEIGHT PEDESTAL.						
0059	2	EA		425-94		
48"W OVER THE DESK W/TACK BOARD.						
0060	2	EA		425-94		
36"W TASK LIGHT.						

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LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
0061	2	EA		425-94		
24" FULL HEIGHT, LAMINATE B/B/F, PEDESTAL MOBILE						
0062	2	EA		425-94		
KEYBOARD TRAY FULLY ADJUSTABLE, WITH MOUSE PAD THAT						
0063	1	EA		425-94		
FREESTANDING PAPER TRAY TO INCLUDE: HORIZONTAL						
0064	1	EA		425-94		
FREESTANDING PAPER TRAY TO INCLUDE: HORIZONTAL						
0065	2	EA		425-94		
FREESTANDING DIAGONAL TRAY TO CONSIST OF 3 SLOTS						

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LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
0066	2	EA		425-94		
				TASK CHAIRS: STANDARD PNEUMATIC HEIGHT, TILT,		
0067	2	EA		425-94		
				GUEST CHAIRS - METAL FRAME W/ARMS, 4 LEGS WITHOUT		
0068	2	EA		425-94		
				36"W X 4 HIGH LAMINATE LATERAL FILE WITH LOCK.		
0069	6	EA		425-94		
				SECTION 3.2.8 - ONE CONFERENCE ROOM & DESIGN OPTIONS		
0070	24	EA		425-94		
				STACKING SIDE CHAIRS, 4 LEGS, WITHOUT ARMS		

*[Handwritten signature]*

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LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
0071	1	EA		425-94		
MARKER BOARD TO CONSIST OF WHITE BOARD, TWO SIDE						
0072	2	EA		425-94		
SECTION 3.2.9 - BREAK ROOM DESIGN OPTIONS - ROOM 23						
0073	8	EA		425-94		
CHAIRS, MOLDED POLY SHELL, NO UPHOLSTERY, METAL						
0074	22	EA		425-94		
SECTION 3.2.10 - LOBBY AREA						
0075	2	EA		425-94		
SECTION 3.2.11 - VIDEO ROOM WILL CONTAIN THE						

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LINE	QUANTITY	UOP	CAT NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
0076	1	EA		425-94		
				TASK CHAIR: STANDARD PNEUMATIC HEIGHT, TILT, SWIVEL		
0077	1	EA		425-94		
				BOOKCASE - 4 HIGH LAMINATE WITH 3 ADJUSTABLE SHELVES		
0078	1	EA		425-94		
				SECTION 3.2.12 FAMILY VISITATION ROOM TO CONTAIN THE		
0079	1	EA		425-94		
				END TABLE 24" X 24" LAMINATE WITH 4 LEGS.		
0080	1	EA		425-94		
				3 SEAT SOFA WITH MINIMUM OF 4 LEGS, STATIONARY		

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LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
0081	1	EA		425-94		
				LOUNGE CHAIRS, NO MORE THAN 32"W, WITH ARMS		
0082	2	EA		425-94		
				CHAIRS; MOLDED POLY SHELL, NO UPHOLSTERY METAL		
0083	4	EA		425-94		
				SECTION 3.2.13 STORAGE ROOM TO CONTAIN - ROOM 5		
***** THIS IS THE END OF RFQ BCF13129 ***** TOTAL:						

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**SOLICITATION NUMBER:** BCF13129**Addendum Number:** 1

---

The purpose of this addendum is to modify the solicitation identified as ("Solicitation") to reflect the change(s) identified and described below.

**Applicable Addendum Category:**

- ☐ | Modify bid opening date and time
- ☒ | Modify specifications of product or service being sought
- ☐ | Attachment of vendor questions and responses
- ☒ | Attachment of pre-bid sign-in sheet
- ☐ | Correction of error
- ☐ | Other

**Description of Modification to Solicitation:**

1. To address changes made to the specifications.
2. To provide Vendors a copy of the mandatory pre-bid sign-in sheets.
3. To provide Addendum Acknowledgement.

**Additional Documentation:** Documentation related to this Addendum (if any) has been included herewith as Attachment A and is specifically incorporated herein by reference.

**Terms and Conditions:**

1. All provisions of the Solicitation and other addenda not modified herein shall remain in full force and effect.
2. Vendor should acknowledge receipt of all addenda issued for this Solicitation by completing an Addendum Acknowledgment, a copy of which is included herewith. Failure to acknowledge addenda may result in bid disqualification. The addendum acknowledgement should be submitted with the bid to expedite document processing.

# ATTACHMENT A

A handwritten signature in black ink, appearing to be "J. J. J." or similar, located in the lower-left quadrant of the page.



**BCF13129 ADDENDUM #1****Doddridge County Modular Furniture****Make the following changes to the specifications:**

- A. RFQ 1.1 states: It is acceptable to offer your product's closest match (5% variation on each dimension) if your product does not conform to the exact dimensions of the products listed.  
Change to Read: (+/- 5" variation on each dimension)
- B. Add to 1.3: Specification and product literature should be included with the bid.
- C. Add to 3.2: Case goods: The tops shall be 1 3/16" thick made from a wood composite core containing recycled content. Full and half end support panels shall be constructed of 1 1/2" thick wood composite core with high pressure laminate surfaces. End panels shall have leveling glides that provide 1 1/2" of adjustable range. All case goods shall be constructed of a 22 gauge steel case. All modesty panels shall be constructed of 22 gauge steel. All modesty panels shall be set a 1 1/2" below work surface to allow for cord and wire access from the case goods top. Corner and curved wrap around units shall feature a corner support constructed of 18 gauge steel.
- D. Add to 3.2: 3.2.1 A Work Station panels along back wall with windows need to be removed from the bid.
- E. RFQ 3.2.7 states: task chair:  
Change to Read: 2 task chairs:



*Ryan Blatt*

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Page 1 of 2

Date: 5/30/13

\* PLEASE BE SURE TO PRINT LEGIBLY - IF POSSIBLE, LEAVE A BUSINESS CARD

FIRM & REPRESENTATIVE NAME	MAILING ADDRESS	TELEPHONE & FAX NUMBERS
Company: <u>Aspen Technologies, Inc.</u>	<u>7011 Washington St</u>	<u>304-399-3025</u>
Rep: <u>Rich Lipscomb</u>	<u>Chas. WV 25301</u>	TOLL FREE <u>800-642-1930</u>
Email Address: <u>Rich.Lipscomb@AspenTechnologies.com</u>		FAX <u>304-325-3069</u>
Company: <u>Hurons Products Inc.</u>	<u>1041 Eighth Ave</u>	<u>304-522-7022</u>
Rep: <u>Ryan Blatt</u>	<u>Huntington, WV 25701</u>	TOLL FREE <u>800-642-1930</u>
Email Address: <u>Ryan.Blatt@HuronsProducts.com</u>		FAX <u>304-525-3069</u>
Company: <u>Capitol Business Interiors</u>	<u>711 Indiana Ave.</u>	<u>304-343-7551</u>
Rep: <u>Kelli Bragg</u>	<u>Charleston, WV. 25302</u>	TOLL FREE
Email Address: <u>kbragg@ntelos.net</u>		FAX <u>304-346-3350</u>
Company: <u>Capitol Business Interiors</u>	<u>711 Indiana Avenue</u>	<u>304-346-3342</u>
Rep: <u>Amber Yost</u>	<u>Charleston, WV 25302</u>	TOLL FREE
Email Address: <u>amberjones@ntelos.net</u>		FAX <u>304-346-3350</u>
Company: <u>DHHR   Podaridge</u>	<u>220 W. Main St.</u>	<u>304-643-2934</u>
Rep: <u>Cree Lemasters</u>	<u>Harmsville WV 24362</u>	TOLL FREE
Email Address: <u>Cree.h.lemasters@wv.gov</u>		FAX <u>304-643-4098</u>



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Page 2 of 2Date: 5/30/2013

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FIRM & REPRESENTATIVE NAME	MAILING ADDRESS	TELEPHONE & FAX NUMBERS
Company: <u>DHHR OPERATIONS</u>		PHONE
Rep: <u>Gilda Buechwald</u>		TOLL
Email Address: <u>Gilda.Buechwald@ny.gov</u>		FREE
		FAX
Company: _____		PHONE
Rep: _____		TOLL
Email Address: _____		FREE
		FAX
Company: _____		PHONE
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**ADDENDUM ACKNOWLEDGEMENT FORM**  
**SOLICITATION NO.: BCF13129**

**Instructions:** Please acknowledge receipt of all addenda issued with this solicitation by completing this addendum acknowledgment form. Check the box next to each addendum received and sign below. Failure to acknowledge addenda may result in bid disqualification.

**Acknowledgment:** I hereby acknowledge receipt of the following addenda and have made the necessary revisions to my proposal, plans and/or specification, etc.

**Addendum Numbers Received:**

(Check the box next to each addendum received)

<input checked="" type="checkbox"/> Addendum No. 1	<input type="checkbox"/> Addendum No. 6
<input checked="" type="checkbox"/> Addendum No. 2	<input type="checkbox"/> Addendum No. 7
<input type="checkbox"/> Addendum No. 3	<input type="checkbox"/> Addendum No. 8
<input type="checkbox"/> Addendum No. 4	<input type="checkbox"/> Addendum No. 9
<input type="checkbox"/> Addendum No. 5	<input type="checkbox"/> Addendum No. 10

I understand that failure to confirm the receipt of addenda may be cause for rejection of this bid. I further understand that any verbal representation made or assumed to be made during any oral discussion held between Vendor's representatives and any state personnel is not binding. Only the information issued in writing and added to the specifications by an official addendum is binding.

Aarons Products Inc.  
 Company  
Ryan Blanton  
 Authorized Signature  
6-19-2013  
 Date

NOTE: This addendum acknowledgement should be submitted with the bid to expedite document processing.  
 Revised 6/8/2012



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ROBERTA WAGNER  
304-558-0067

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HEALTH AND HUMAN RESOURCES  
VARIOUS LOCATIONS  
AS INDICATED BELOW

DATE PRINTED

05/21/2013

BID OPENING DATE:

06/13/2013

BID OPENING TIME 1:30PM

LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
REQUEST FOR QUOTATION (RFQ)						
THE WEST VIRGINIA STATE PURCHASING DIVISION FOR THE AGENCY, THE WEST VIRGINIA DEPARTMENT OF HEALTH AND HUMAN RESOURCES BUREAU OF CHILDREN AND FAMILIES, IS SOLICITING BIDS TO PROVIDE THE AGENCY WITH THE PURCHASE AND INSTALLATION OF MODULAR OFFICE FURNITURE IN THEIR DODD RIDGE COUNTY DHHR OFFICE LOCATED AT 22 HERBERT AVENUE IN WEST UNION, WEST VIRGINIA PER THE ATTACHED SPECIFICATIONS.						
0001	9	EA		425-94		
SECTION 3.2.1 - WORKSTATIONS (9)						
WORKSTATIONS 6'X7' 62"H (+/-5") ALL PANELS ARE ACOUSTICAL, MONOLITHIC, 2" THICKNESS AND SOLID CORE, NO FRAME OR TILE PANELS WILL BE ACCEPTED. ALL PANELS SHALL BE POWERED SO THAT EACH WORKSTATION HAS THREE (3) DUPLEX OUTLETS PER STATION, NO POWER STRIPS WILL BE ACCEPTED.						
*ELIMINATE TWO (2) PANELS ALONG SERVER ROOM 3 WALL*						
**PLEASE NOTE THE SERVICE WINDOW, ONE 60" PANEL WILL NEED TO BE 32" HIGH.**						
***ALL WORKSTATIONS SHOULD HAVE WING PANELS. SEE DRAWING FOR SIZE.***						
SIGNATURE			TELEPHONE			DATE
TITLE		FIRM		ADDRESS CHANGES TO BE NOTED ABOVE		

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LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
0002	9	EA		425-94		
	24"D X 36"W LAMINATE WORK SURFACE					
0003	9	EA		425-94		
	24"D X 36"W LAMINATE CORNER WORK SURFACE					
0004	9	EA		425-94		
	24"D X 48"W LAMINATE WORK SURFACE					
0005	9	EA		425-94		
	36" W STEEL FLIPPER DOOR UNIT W/LOCK					
0006	9	EA		425-94		
	48" W STEEL FLIPPER DOOR UNIT W/LOCK					

SIGNATURE

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LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
0007	9	EA		425-94		
	24"D F/F PEDESTAL MUST BE FULL HEIGHT TO ATTACH TO WORK SURFACE W/LOCK.					
0008	9	EA		425-94		
	24"D B/B/F PEDESTAL MUST BE FULL HEIGHT TO ATTACH TO WORK SURFACE W/LOCK.					
0009	9	EA		425-94		
	11"H X 36"W TACK BOARD					
0010	9	EA		425-94		
	30"W TASK LIGHT - MUST BE WITHIN 6" OF THE WIDTH OF THE CABINET.					

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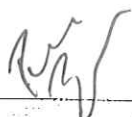
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LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
0011	EA 9		425-94			
42"W TASK LIGHT - MUST BE WITHIN 6" OF THE WIDTH OF THE CABINET.						
0012	EA 9		425-94			
KEYBOARD TRAY FULL ADJUSTABLE WITH MOUSE PAD THAT CAN BE MOVED TO EITHER LEFT OR RIGHT SIDE OF KEYBOARD TRAY. INCLUDES PALM SUPPORT, NO KNOB OR LEVER NEEDED FOR HEIGHT ADJUSTMENT, 6" OF HEIGHT ADJUSTMENT, NEGATIVE AND POSITIVE TILT WITH 360 DEGREE SWIVEL.						
0013	EA 9		425-94			
48"W TOOLBAR TO INCLUDE: HORIZONTAL IN TRAY GOES WITH ITEM 14 AND 15.						
0014	EA 9		425-94			
SAME TOOLBAR IN ITEM 13 WITH HORIZONTAL OUT TRAY GOES WITH ITEM 13 AND 15.						
						
SIGNATURE			TELEPHONE			DATE
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LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
0015	9	EA		425-94		
SAME TOOLBAR IN ITEM 13 WITH VERTICAL TO CONSIST OF  THREE (3) SLOTS. GOES WITH ITEMS 13 AND 14 AND ARE TO BE LOCATED ON THE 48" WIDE PANEL.						
0016	9	EA		425-94		
TASK CHAIRS - STANDARD PNEUMATIC HEIGHT, TILT,  SWIVEL, FEATURES METAL FRAME WITH HEIGHT ADJUSTABLE ARMS, 5 STAR BASE WITH CASTERS, MID BACK DESIGN, ADJUSTABLE LUMBAR, UPHOLSTERED IN FABRIC.						
0017	9	EA		425-94		
COAT HOOKS						
0018	1	EA		425-94		
SECTION 3.2.2 - PRINTER STATION WITHIN WORKSTATION  AREA 72"W X 24"D LAMINATE WORK SURFACES TO SPAN ENTIRE BACK OF WORKSTATION WHERE NOTED.						
SIGNATURE					TELEPHONE	DATE
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0019	2	EA		425-94		
24"D F/F PEDESTALS MUST BE FULL HEIGHT TO ATTACH TO WORK SURFACE WITH LOCK.						
0020	2	EA		425-94		
OPEN SHELVES TO MATCH PANEL WIDTHS						
0021	2	EA		425-94		
24"W X 62"H WORKSTATION PANELS FOR END PANELS						
0022	2	EA		425-94		
DUPLX OUTLETS						
***ALL WORKSTATIONS SHOULD HAVE WING PANELS. SEE DRAWING FOR SIZE.***						

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LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
0023	1	EA		425-94		
SECTION 3.2.3 - COPY/MAIL AREA (ROOM 12)						
30"D X 72"W X 36"H TABLE LAMINATE TOP WITH STEEL BASE AND 4 LEGS ON CASTERS.						
0024	1	EA		425-94		
STOOL WITH FOOT RING: STANDARD PNEUMATIC HEIGHT,						
TILT, SWIVEL FEATURES, METAL FRAME WITH HEIGHT ADJUSTABLE ARMS, 5 STAR BASE WITH CASTERS, MID BACK DESIGN, ADJUSTABLE LUMBAR, UPHOLSTERED IN FABRIC.						
0025	1	EA		425-94		
SECTION 3.2.4 - RECEPTIONISTS (ROOM 11)						
WORKSTATION 6' X 7', 62"H (+/-5"), ALL PANELS ARE ACOUSTICAL, MONOLITHIC, 2" THICKNESS AND SOLID CORE, NO FRAME OR TILE PANELS WILL BE ACCEPTED. ALL PANELS SHALL BE POWERED SO THAT EACH WORKSTATION HAS 3 DUPLEX OUTLETS PER STATION, NO POWER STRIPS WILL BE ACCEPTED.						
***ALL WORKSTATIONS SHOULD HAVE WING PANELS. SEE DRAWING FOR SIZE.***						
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LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
0026	1	EA		425-94		
				24"D X 24"W LAMINATE WORK SURFACE		
0027	1	EA		425-94		
				24"D X 36"W LAMINATE CORNER WORK SURFACE		
0028	1	EA		425-94		
				24"D X 60"W LAMINATE WORK SURFACE		
0029	1	EA		425-94		
				36"W STEEL FLIPPER DOOR UNIT W/LOCK		
0030	1	EA		425-94		
				24"D F/F PEDestal MUST BE FULL HEIGHT TO ATTACH TO		
				WORK SURFACE W/LOCK.		

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LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
0031	1	EA		425-94		
24"D B/B/F PEDESTAL MUST BE FULL HEIGHT TO ATTACH TO WORK SURFACE W/LOCK.						
0032	1	EA		425-94		
11"H X 36"W TACK BOARD						
0033	1	EA		425-94		
30"W TASK LIGHT - MUST BE WITHIN 6" OF THE WIDTH OF THE CABINET.						
0034	1	EA		425-94		
KEYBOARD TRAY FULLY ADJUSTABLE, WITH MOUSE PAD THAT CAN BE MOVED TO EITHER LEFT OR RIGHT SIDE OF KEYBOARD TRAY, INCLUDES PALM SUPPORT, NO KNOB OR LEVER NEEDED FOR HEIGHT ADJUSTMENT, 6" OF HEIGHT ADJUSTMENT, NEGATIVE AND POSITIVE TILT WITH 360 DEGREE SWIVEL.						

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LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
0035	2	EA		425-94		
24"W TOOLBAR TO INCLUDE: HORIZONTAL IN TRAY						
TO BE USED WITH ITEM 36.						
0036	2	EA		425-94		
SAME TOOLBAR IN 35 TO INCLUDE: HORIZONTAL OUT TRAY,						
THESE ARE TO BE LOCATED ON 24" WIDE PANELS.						
0037	1	EA		425-94		
TASK CHAIRS - STANDARD PNEUMATIC HEIGHT, TILT,						
SWIVEL, FEATURES METAL FRAME WITH HEIGHT ADJUSTABLE						
ARMS, 5 STAR BASE WITH CASTERS, MID BACK DESIGN,						
ADJUSTABLE LUMBAR, UPHOLSTERED IN FABRIC.						
0038	4	EA		425-94		
SECTION 3.2.5 - 4 INTERVIEW RMS AND DESIGN OPTIONS						

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LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
				ARE AS FOLLOWS: ROOMS 15, 18, 19, AND 20. PRIVATE OFFICES: DESK - GENERAL SPECIFICATIONS OUTSIDE AND SURFACE PANELS ARE MADE FROM 1" THICK 45 LBS. DENSITY PARTICLE BOARD AND COVERED ON BOTH SIDES WITH HIGH PERFORMANCE THERMALLY FUSED LAMINATE. FILE DRAWERS HAVE FULL EXTENSION STEEL BALL BEARING SLIDES, BOX DRAWERS USE 3/4 EXTENSION STEEL BALL BEARING SLIDES. DRAWERS AND END PANELS ARE EDGE BANDED ON ALL FOUR (4) SIDES TO PROTECT CLOTHING AND THE FLOOR COVERING. LOCKS ARE STANDARD. DRAWERS ARE OPEN WITH SIDE PULLS. FULL LEG END PANELS AND MODESTY PANEL.  DESK 48"L X 30"W X 29"H LAMINATE TOP, FULL LAMINATE DESK NO STEEL, SINGLE PEDESTAL B/B/F FREE STANDING DESIGN.		
0039	4	EA		425-94		
				KEYBOARD TRAY FULLY ADJUSTABLE, WITH MOUSE PAD THAT  CAN BE MOVED TO EITHER LEFT OR RIGHT SIDE OF KEYBOARD TRAY, INCLUDES PALM SUPPORT, NO KNOB OR LEVER NEEDED FOR HEIGHT ADJUSTMENT, 6" OF HEIGHT ADJUSTMENT, NEGATIVE AND POSITIVE TILT WITH 360 DEGREE SWIVEL.		
0040	4	EA		425-94		
				TACK BOARD - 36"W X 11"H ATTACHED TO WALL  CAN BE MOVED TO EITHER LEFT OR RIGHT SIDE OF KEYBOARD		
SIGNATURE				TELEPHONE	DATE	
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LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
0041	4	EA	425-94	TASK CHAIRS: STANDARD PNEUMATIC HEIGHT, TILT  SWIVEL FEATURES METAL FRAME WITH HEIGHT ADJUSTABLE ARMS 5 STAR BASE CASTERS, MID BACK DESIGN, ADJUSTABLE LUMBAR, UPHOLSTERED IN FABRIC.		
0042	8	EA	425-94	GUEST CHAIRS - METAL FRAME NO ARMS, 4 LEGS  STATIONARY WITHOUT CASTERS MOLDED POLY SHELL NO UPHOLSTERY.		
0043	1	EA	425-94	18"D X 48"W X 30"H TABLE, LAMINATE TOP WITH STEEL  BASE AND 4 LEGS ON CASTERS - TABLE TO BE LOCATED ACROSS FROM ROOM 20.		
0044	2	EA	425-94	SECTION 3.2.6 - 2 ENCLOSED OFFICES - ROOMS 21 & 22		
SIGNATURE				TELEPHONE		DATE
TITLE		FEIN		ADDRESS CHANGES TO BE NOTED ABOVE		

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LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
PRIVATE OFFICE - DESK - GENERAL SPECIFICATIONS: OUTSIDE AND SURFACE PANELS ARE MADE OF 1" THICK 45 LBS. DENSITY PARTICLE BOARD AND COVERED ON BOTH SIDES WITH HIGH PERFORMANCE THERMALLY FUSED LAMINATE. FILE DRAWERS HAVE FULL EXTENSION STEEL BALL BEARING SLIDES. BOX DRAWERS USE 3/4 EXTENSION STEEL BALL BEARING SLIDES. DRAWERS AND END PANELS ARE EDGE BANDED ON ALL FOUR SIDES TO PROTECT CLOTHING AND THE FLOOR COVERING. LOCKS ARE STANDARD. DRAWERS ARE OPEN WITH SIDE PULLS. FULL LEG END PANELS AND MODESTY PANELS.  36" X 72"D PENINSULA DESK.						
0045	2	EA		425-94		
48"W RETURN WITH F/F FULL HEIGHT PEDESTAL						
0046	2	EA		425-94		
48"W OVER THE DESK W/TACK BOARD						
0047	2	EA		425-94		
36"W TASK LIGHT						

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0048	2	EA	425-94	24" FULL HEIGHT, LAMINATE B/B/F PEDESTAL MOBILE WITH CASTERS.		
0049	2	EA	425-94	KEYBOARD TRAY FULL ADJUSTABLE, WITH MOUSE PAD THAT CAN BE MOVED TO EITHER LEFT OR RIGHT SIDE OF KEYBOARD TRAY, INCLUDES PALM SUPPORT, NO KNOB OR LEVER NEEDED FOR HEIGHT ADJUSTMENT, 6" OF HEIGHT ADJUSTMENT,		
0050	1	EA	425-94	FREESTANDING PAPER TRAY TO INCLUDE: HORIZONTAL IN TRAY. GOES WITH ITEM 51.		
0051	1	EA	425-94	FREESTANDING PAPER TRAY INCLUDES: HORIZONTAL OUT TRAY. GOES WITH ITME 50		

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0052	2	EA		425-94		
FREESTANDING DIAGONAL TRAY TO CONSIST OF 3 SLOTS.						
0053	2	EA		425-94		
TASK CHAIRS: STANDARD PNEUMATIC HEIGHT, TILT						
SWIVEL FEATURES METAL FRAME WITH HEIGHT ADJUSTABLE						
0054	4	EA		425-94		
GUEST CHAIRS - METAL FRAME W/ARMS, 4 LEGS WITHOUT						
CASTERS, UPHOLSTERED IN FABRIC.						
0055	2	EA		425-94		
36"W X 4 HIGH LAMINATE LATERAL FILE W/LOCK.						
0056	2	EA		425-94		
BOOKCASE 4 HIGH LAMINATE WITH 3 ADJUSTABLE SHELVES						

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VENDOR

SHIP TO

HEALTH AND HUMAN RESOURCES  
VARIOUS LOCATIONS  
AS INDICATED BELOW

DATE PRINTED

05/21/2013

BID OPENING DATE:

06/13/2013

BID OPENING TIME 1:30PM

LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
0057	2	EA	425-94	IN 1" INCREMENTS MUST HAVE FINISHED BACKS. SINGLE PEDESTAL BOX/BOX/FILE FULL TO THE FLOOR, FINISH TO MATCH PRIVATE OFFICES AND INTERVIEW ROOMS.		
	2			SECTION 3.2.7 - 1 ENCLOSED OFFICE & DESIGN - ROOM 2		
				PRIVATE OFFICE - FREE STANDING DESIGN: DESK - GENERAL SPECIFICATIONS: OUTSIDE AND SURFACE PANELS ARE MADE OF 1" THICK 45 LBS. DENSITY PARTICLE BOARD AND COVERED ON BOTH SIDES WITH HIGH PERFORMANCE THERMALLY FUSED LAMINATE. FILE DRAWERS HAVE FULL EXTENSION STEEL BALL BEARING SLIDES, BOX DRAWERS USE 3/4 EXTENSION STEEL BALL BEARING SLIDES. DRAWERS AND END PANELS ARE EDGE BANDED ON ALL FOUR SIDES TO PROTECT CLOTHING AND THE FLOOR COVERING. LOCKS ARE STANDARD. DRAWERS ARE OPENED WITH SIDE PULLS. FULL LEG END PANELS AND MODESTY PANELS.		
0058	2	EA	425-94	48"W RETURN WITH F/F FULL HEIGHT PEDESTAL.		
SIGNATURE			TELEPHONE			DATE
TITLE		FEIN		ADDRESS CHANGES TO BE NOTED ABOVE		

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LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
0059	2	EA		425-94		
48"W OVER THE DESK W/TACK BOARD.						
0060	2	EA		425-94		
36"W TASK LIGHT.						
0061	2	EA		425-94		
24" FULL HEIGHT, LAMINATE B/B/F, PEDESTAL MOBILE CASTERS.						
0062	2	EA		425-94		
KEYBOARD TRAY FULLY ADJUSTABLE, WITH MOUSE PAD THAT CAN BE MOVED TO EITHER LEFT OR RIGHT SIDE OF KEYBOARD TRAY, INCLUDES PALM SUPPORT, NO KNOB OR LEVER NEEDED FOR HEIGHT ADJUSTMENT, 6" OF HEIGHT ADJUSTMENT, NEGATIVE AND POSITIVE TILT WITH 360 DEGREE SWIVEL.						

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LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
0063	1 EA		425-94	FREESTANDING PAPER TRAY TO INCLUDE: HORIZONTAL  IN TRAY TO BE USED WITH ITEM #64.		
0064	1 EA		425-94	FREESTANDING PAPER TRAY TO INCLUDE: HORIZONTAL  OUT TRAY TO BE USED WITH ITME #63.		
0065	2 EA		425-94	FREESTANDING DIAGONAL TRAY TO CONSIST OF 3 SLOTS		
0066	2 EA		425-94	TASK CHAIRS: STANDARD PNEUMATIC HEIGHT, TILT,  SWIVEL FEATURES METAL FRAME WITH HEIGHT ADJUSTABLE ARMS 5 BASE CASTERS, MID BACK DESIGN, ADJUSTABLE LUMBAR, UPHOLSTERED IN FABRIC.		
SIGNATURE				TELEPHONE	DATE	
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BID OPENING DATE:

06/13/2013

BID OPENING TIME 1:30PM

LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
0067	2	EA	425-94	GUEST CHAIRS - METAL FRAME W/ARMS, 4 LEGS WITHOUT CASTERS UPHOLSTERED IN FABRIC.		
0068	2	EA	425-94	36"W X 4 HIGH LAMINATE LATERAL FILE WITH LOCK.		
0069	6	EA	425-94	SECTION 3.2.8 - ONE CONFERENCE ROOM & DESIGN OPTIONS ARE AS FOLLOWS FOR ROOM 4: CONFERENCE TABLE: 30"D X 60"W LAMINATE TOPS WITH STEEL BASE AND 4 LEGS ON CASTERS.		
0070	24	EA	425-94	STACKING SIDE CHAIRS, 4 LEGS, WITHOUT ARMS UPHOLSTERED IN FABRIC.		

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LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
0071	1	EA		425-94		
MARKER BOARD TO CONSIST OF WHITE BOARD, TWO SIDE						
OPENING DOORS, CORK BOARD ON RIGHT SIDE DOOR AND 50 SHEET WRITING PAD ON LEFT DOOR. MARKER BOARD CAN ALSO BE USED FOR PROJECTION. SET OF 4 DRY MARKERS AND ERASER INCLUDED WITH BOARD.						
0072	2	EA		425-94		
SECTION 3.2.9 - BREAK ROOM DESIGN OPTIONS - ROOM 23						
TABLES - 60"W X 30"D LAMINATE TOP WITH TWO 29"H, METAL COLUMNS WITH "T" LEGS.						
0073	8	EA		425-94		
CHAIRS, MOLDED POLY SHELL, NO UPHOLSTERY, METAL						
FRAME WITHOUT ARMS, 4 LEGS, STATIONARY.						
0074	22	EA		425-94		
SECTION 3.2.10 - LOBBY AREA						

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LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
0075	2	EA	425-94	STACKING HARD CHAIRS, NO ARMS (FULLY MOLDED, NO OPEN BACK) WITH METAL FRAME, 4 LEGS STATIONARY WITHOUT CASTERS. THE CHAIRS ARE GANGED IN ACCORDANCE WITH THE ATTACHED LOOR PLAN.		
SECTION 3.2.1.1 - VIDEO ROOM WILL CONTAIN THE						
FOLLOWING OPTIONS FOR ROOM 16						
WORKSURFACES: FREE STANDING DESIGN: DESK - GENERAL SPECIFICATIONS: OUTSIDE AND SURFACE PANELS ARE MADE FROM 1" THICK 45 LBS. DENSITY PARTICLE BOARD AND COVERED ON BOTH SIDES WITH HIGH PERFORMANCE THERMALLY FUSED LAMINATE. FILE DRAWERS HAVE FULL EXTENSION STEEL BALL BEARING SLIDES, BOX DRAWERS USE 3/4 EXTENSION STEEL BALL BEARING SLIDES. DRAWERS AND END PANELS ARE EDGE BANDED ON ALL FOUR SIDES TO PROTECT CLOTHING AND THE FLOOR COVERING. LOCKS ARE STANDARD. DRAWERS ARE OPENED WITH SIDE PULLS. FULL LEG END PANELS AND MODESTY PANELS.						
SINGLE PEDESTAL DESK, FREE STANDING DESIGN 24"W X 60"L						
SINGLE PEDESTAL B/B/F FULL TO FLOOR, FULL LAMINATE FINISH TO MATCH PRIVATE OFFICES AND INTERVIEW ROOMS.						
0076	1	EA	425-94	TASK CHAIR: STANDARD PNEUMATIC HEIGHT, TILT, SWIVEL		
SIGNATURE						
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LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
0077	1	EA	425-94	FEATURES METAL FRAME WITH HEIGHT ADJUSTABLE ARMS, 5 STAR BASE CASTERS, MID BACK DESIGN, ADJUSTABLE LUMBAR, UPHOLSTERED IN FABRIC.		
0078	1	EA	425-94	BOOKCASE - 4 HIGH LAMINATE WITH 3 ADJUSTABLE SHELVES IN 1" IMCREMENTS, MUST HAVE FINISHED BACK.		
0079	1	EA	425-94	SECTION 3.2.12 FAMILY VISITATION ROOM TO CONTAIN THE FOLLOWING DESIGN OPTIONS FOR ROOM 17: TABLES - 36" ROUND LAMINATE TABLE 29"H METAL COLUMN WITH CROSS BASE. END TABLE 24" X 24" LAMINATE WITH 4 LEGS.		

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LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
0080	1	EA	425-94	3 SEAT SOFA WITH MINIMUM OF 4 LEGS, STATIONARY WITHOUT CASTERS, UPHOLSTERED IN VINYL.		
0081	1	EA	425-94	LOUNGE CHAIRS, NO MORE THAN 32"W, WITH ARMS UPHOLSTERED IN VINYL, MINIMUM OF 4 LEGS.		
0082	2	EA	425-94	CHAIRS; MOLDED POLY SHELL, NO UPHOLSTERY METAL FRAME WITHOUT ARMS, 4 LEGS, STATIONARY.		
0083	4	EA	425-94	SECTION 3.2.13 STORAGE ROOM TO CONTAIN - ROOM 5 SHELVES - 6 HIGH, 36"W X 12"D OPEN STYLE SHELVING HEAVY DUTY, 20 GAUGE STEEL, 1000 LB. MAX LOAD PER SHELF.		

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S H I P T O	HEALTH AND HUMAN RESOURCES
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LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT	
***** THIS IS THE END OF RFQ BCF13129 ***** TOTAL: _____							
							
SIGNATURE			TELEPHONE		DATE		
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# BID SHEET

**Release No.:**

BCF13129

### Project:

**DHHR, Bureau for Children and Families, Doddridge County Office**

Section:

**Please complete the below pricing sheet to include with your bid. Vendors should complete a separate Bid Sheet for each Section defined in the Bid Request package. Vendors may add additional lines in each section as needed.**

**Please provide an electronic copy with your bid on a CD.  
if you have any questions.**

**All items bid for this project MUST be a part of your bid response.**

### Section 3.2.1 - Workstations (9)

### Workstations 6' x 7'

[illegible]

### Installation/Electrical Hardware/Misc for Panels

Description	QTY	MNFTR	Part No.	Catalog #	Page	Location/Rooms	Unit Price	EXT. Price
				ELECTRICAL & PANEL				\$ -
				HARDWARE				\$ -
								\$ -
				9 WORKSTATIONS				\$ -
								\$ -
				TERA PANEL SYSTEM			\$1,351.80	\$ -
Subtotal								\$ -

### Work Surfaces

Description	QTY	MNFTR	Part No.	Catalog #	Page	Location/Rooms	Unit Price	EXT. Price
24" d x 36"w laminate work surface	9	TERA	PANEL SYS A2	TERA PANEL SYSTEM			\$107.40	\$ 966.60
24" d x 36"w laminate corner work surface	9						151.8	\$ 1,366.20
24" d x 48"w laminate work surface	9			9 WORKSTATIONS			132	\$ 1,188.00
36" w steel flipper door unit w/lock	9						186	\$ 1,674.00
48" w steel flipper door unit w/lock	9			WORK SURFACES			213	\$ 1,917.00
24" d f/f pedestal must be full height to attach to work surface w/lock.	9			AND ACCESSORIES			228	\$ 2,052.00
								\$ -
24" d b/b/f pedestal must be full height to attach to work surface w/lock.	9						228	\$ 2,052.00
								\$ -
11" h x 36" w tack board	9						56.4	\$ 507.60
30" w task light - must be within 6" of the width of the cabinet	9						70.2	\$ 631.80
								\$ -
42" w task light - must be within 6" of the width of the cabinet.	9						85.2	\$ 766.80
								\$ -
Keyboard tray fully adjustable, with mouse pad that can be moved to either left or right side of keyboard tray, includes palm support, no knob or lever needed for height adjustment, 6" of height adjustment, negative and postive tilt with 360 degree swivel.	9						178.5	\$ 1,606.50
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
48" w toolbar to include:		9				108.6	977.4	\$ -
Horizontal In Tray	9						21	\$ 189.00
Horizontal Out Tray	9						21	\$ 189.00
vertical to consist of 3 slots.	9			NOTE, CHANGES MADE			21	\$ 189.00
These are to be located on the 48" wide panel.				IN CELLS AVAILABLE				\$ -
977.40 + 15,295.50= 16,272.90 SUBTOTAL 16,272.90								\$ -
Subtotal								\$ 15,295.50

### Seating

Description	QTY	MNFTR	Part No.	Catalog #	Page	Location/Rooms	Unit Price	EXT. Price
Task chairs - standard pneumatic height, tilt, swivel, features metal frame with height adjustable arms, 5 star base with casters, mid back design, adjustable lumbar, upholstered in fabric.	9	PRM	4354/311AK	DOANE KEYES	78		\$239.00	\$ 2,151.00
								\$ -
								\$ -
				9 WORKSTATIONS				\$ -

								\$ -
								\$ -
							Subtotal	\$ 2,151.00

### Miscellaneous Items

Description	QTY	MNFTR	Part No.	Catalog #	Page	Location/Rooms	Unit Price	EXT. Price
Coat hooks	9			9 WORKSTATIONS			\$3.00	\$ 27.00
								\$ -
							Subtotal	\$ 27.00

### Section 3.2.2 - Printer Station within Work Station Area

#### Workstation Area

Description	QTY	MNFTR	Part No.	Catalog #	Page	Location/Rooms	Unit Price	EXT. Price
72" w x 24" d laminate work surfaces to span entire back of workstation where noted.	1			TERA PANEL SYSTEM		PRINTER STAT	\$183.00	\$ 183.00
24" deep f/f pedestals must be full height to attach to work surface with lock.	2			WORK SURFACES AND ACCESSORIES			228	\$ 456.00
Open shelves to match panel widths.	2						72.6	\$ 145.20
24" w x 62" h work station panels for end panels	2						250.2	\$ 500.40
Duplex outlets	2						10.2	\$ 20.40
								\$ -
								\$ -
								\$ -
								\$ -
***All workstations should have wing panels.								\$ -
See drawing for size.***								\$ -
								\$ -
								\$ -
								\$ -
							Subtotal	\$ 1,305.00

### Section 3.2.3 - Copy/Mail Area ( Rm 12 )

#### Work Surfaces

##### Table

Description	QTY	MNFTR	Part No.	Catalog #	Page	Location/Rooms	Unit Price	EXT. Price
30" d x 72" w x 36" h table laminate top with steel base and 4 legs on casters	1			NO BID				\$ -
								\$ -
								\$ -
							Subtotal	\$ -

#### Seating

Description:	QTY	MNUF	Part No.	Catalog #	Page	Loc Rom	Unit Price	Ext. Price
Stool with foot ring: standard pneumatic height, tilt,	1	PRM	3502		79	12	\$ 214.00	\$ 214.00

swivel features, metal frame with height adjustable			100SK					\$ -
arms, 5 star base with casters, mid back design,								\$ -
adjustable lumbar, upholstered in fabric								\$ -
								\$ -
								\$ -
							Subtotal	\$ 214.00

### Section 3.2.4 - Receptionists (Room 11)

#### Workstations 6' x 7'

Description	QTY	MNFTR	Part No.	Catalog #	Page	Location/Rooms	Unit Price	EXT. Price
62" h (+/-5")	4	HMC16724				11	\$ 250.20	\$ 1,000.80
All panels are acoustical, monolithic	3	HMC16736					\$ 351.00	\$ 1,053.00
2" thickness and solid core,								\$ -
no frame or tile panels will be				TERA PANEL SYSTEM				\$ -
accepted. All panels shall be powered				PANELS ONLY				\$ -
so that each workstation has 3 duplex outlets								\$ -
per station, no power strips will be accepted.								\$ -
								\$ -
***All workstations should have wing panels.								\$ -
See drawing for size.***								\$ -
								\$ -
								\$ -
								\$ -
							Subtotal	\$ 2,053.80

#### Installation/Electrical Hardware/Misc for Panels

Description	QTY	MNFTR	Part No.	Catalog #	Page	Location/Rooms	Unit Price	EXT. Price
ELECTRICAL + HARDWARE PARTS		TERA		PANEL SYSTEM		11		\$ -
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
				NOTE, ADDED TO CELLS AVAILABLE			\$ 450.00	\$ -
							Subtotal	\$ -

#### Work Surfaces

Description	QTY	MNFTR	Part No.	Catalog #	Page	Location/Rooms	Unit Price	EXT. Price
24" d x 24" w laminate work surface	1						87.6	\$ 87.60
24" d x 36" w laminate corner work surface	1						151.8	\$ 151.80
24" d x 60" w laminate work surface	1						165.6	\$ 165.60
36" w steel flipper door unit w/lock	1						186	\$ 186.00
24" d f/f pedestal must be full height to attach	1						228	\$ 228.00
to work surface w/lock.								\$ -
24" d b/b/f pedestal must be full height to	1						228	\$ 228.00



								\$ -
Desk 48" l x 30" w x 29" h	4						\$322.00	\$ 1,288.00
laminate top, full laminate desk <b>no steel</b> , single pedestal b/b/f free standing design.								\$ -
								\$ -
Keyboard tray fully adjustable, with mouse pad that can be moved to either left or right side of keyboard tray, includes palm support, no knob or lever needed for height adjustment, 6" of height adjustment, negative and positive tilt with 360 degree swivel.	4						\$178.50	\$ 714.00
								\$ -
								\$ -
								\$ -
								\$ -
Tack board - 36" w x 11" h attached to wall.	4						\$107.00	\$ 428.00
								\$ -
								\$ -
								\$ -
Subtotal								\$ 2,430.00

### Seating

Description	QTY	MNFTR	Part No.	Catalog #	Page	Location/Rooms	Unit Price	EXT. Price
Task chairs: standard pneumatic height, tilt, swivel features metal frame with height adjustable arms, 5 star base casters, mid back design, adjustable lumbar, upholstered in fabric	4	PRM	4354 311AK	DOANE KEYES	78		\$239.00	\$ 956.00
								\$ -
								\$ -
								\$ -
								\$ -
Guest chairs - metal frame no arms, 4 legs stationary without casters molded poly shell no upholstery.	8	PRM	TUR 10E	DOANE KEYES	107		\$35.00	\$ 280.00
								\$ -
								\$ -
								\$ -
								\$ -
Subtotal								\$ 1,236.00

### Miscellaneous Items

Description	QTY	MNFTR	Part No.	Catalog #	Page	Location/Rooms	Unit Price	EXT. Price
18" d x 48" w x 30" h table, laminate top with steel base and 4 legs on casters	1	PRM	PLT2448	DOANE KEYES	40		170	\$ 170.00
		PRM	0006.03BK	DOANE KEYES	45			\$ -
								\$ -
***Table to be located across from Room 20								\$ -
								\$ -
Subtotal								\$ 170.00

## Section 3.2.6 - 2 Enclosed Private Office (Room 21 and 22)

### Private Offices

Description	QTY	MNFTR	Part No.	Catalog #	Page	Location/Rooms	Unit Price	EXT. Price
Desk - General Specifications:								\$ -
Outside and surface panels are made from 1"								\$ -

thick 45 lbs. density particle board and covered								\$ -
on both sides with high performance thermally								\$ -
fused laminate. File drawers have full extension								\$ -
steel ball bearing slides, box drawers use 3/4								\$ -
extension steel ball bearing slides. Drawers and								\$ -
end panels are edge banded on all four sides								\$ -
to protect clothing and the floor covering.								\$ -
locks are standard. Drawers are open with side								\$ -
pulls. Full leg end panels and modesty panel.								\$ -
								\$ -
36" x 72" d peninsula desk	2	PRM	PL147	DOANE KEYES	26-27		\$185.00	\$ 370.00
48" w return with f/f full height pedestal	2	PRM	PL145,175		26-27		\$300.00	\$ 600.00
48" w over the desk w/tack board	2	PRM	PL125,116		26-27		\$250.00	\$ 500.00
36" w task light	2	PRM	TL48		27		\$75.00	\$ 150.00
24" full height, laminate b/b/f pedestal mobile	2	PRM	PL148		26		\$216.00	\$ 432.00
with casters.								\$ -
Keyboard tray fully adjustable, with mouse pad	2	PRM	EZ0021		27		\$178.50	\$ 357.00
that can be moved to either left or right side of								\$ -
keyboard tray, includes palm support, no knob								\$ -
or lever needed for height adjustment, 6" of								\$ -
height adjustment, negative and positive tilt with								\$ -
360 degree swivel.								\$ -
Freestanding paper tray to include:								\$ -
Horizontal In Tray	1	TERA	PANEL	PART			\$21.00	\$ 21.00
Horizontal Out Tray	1	TERA	PANEL	PART			\$21.00	\$ 21.00
								\$ -
Freestanding diagonal tray to consist of 3 slots	2	T	PANEL	PART			\$30.00	\$ 60.00
Subtotal								\$ 2,511.00

## Seating

Description	QTY	MNFTR	Part No.	Catalog #	Page	Location/Rooms	Unit Price	EXT. Price
Task chairs: standard pneumatic height,	2	PRM	4354	DOANE KEYES	78		\$239.00	\$ 478.00
tilt, swivel features metal frame with height								\$ -
adjustable arms, 5 star base casters, mid back								\$ -
design, adjustable lumbar, upholstered in fabric								\$ -
								\$ -
Guest chairs - metal frame w/arms, 4 legs	4	PRM	2904TG	DOANE KEYES	62		\$124.00	\$ 496.00
without casters upholstered in fabric								\$ -
								\$ -
Subtotal								\$ 974.00

## Miscellaneous Items

Description	QTY	MNFTR	Part No.	Catalog #	Page	Location/Rooms	Unit Price	EXT. Price
36" w x 4 high laminate lateral file w/lock	2	PRM	PL184	DOANE KEYES	26		794	\$ 1,588.00
								\$ -
Bookcase 4 high laminate with 3 adjustable	2	PRM	PL156	DOANE KEYES	27		\$174.00	\$ 348.00
shelves in 1" increments must have finished								\$ -
backs.								\$ -



								\$ -
								\$ -
Subtotal								\$ 1,936.00

### Section 3.2.7 - There is 1 Enclosed Office and the design options are as follows: (Rm. 2)

#### Private Offices

Description	QTY	MNFTR	Part No.	Catalog #	Page	Location/Rooms	Unit Price	EXT. Price
Free standing design:								\$ -
Desk - General Specifications:								\$ -
Outside and surface panels are made from 1" thick 45 lbs. density particle board and covered on both sides with high performance thermally fused laminate. File drawers have full extension steel ball bearing slides, box drawers use 3/4 extension steel ball bearing slides. Drawers and end panels are edge banded on all four sides to protect clothing and the floor covering. locks are standard. Drawers are open with side pulls. Full leg end panels and modesty panel.								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
36" x 72" d peninsula desk	2	PRM	PL147	DOANE KEYES	26-27	2	\$185.00	\$ 370.00
48" w return with f/f full height pedestal	2	PRM	PL145,175		26-27	2	\$300.00	\$ 600.00
48" w over the desk w/tack board	2	PRM	PL125,116		26-27	2	\$250.00	\$ 500.00
36" w task light	2	PRM	TL48		27	2	\$75.00	\$ 150.00
24" full height, laminate b/b/f pedestal mobile with casters.	2	PRM	PL148		26	2	\$216.00	\$ 432.00
								\$ -
Keyboard tray fully adjustable, with mouse pad that can be moved to either left or right side of keyboard tray, includes palm support, no knob or lever needed for height adjustment, 6" of height adjustment, negative and postive tilt with 360 degree swivel.	2	PRM	EZ0021		27	2	\$178.50	\$ 357.00
								\$ -
								\$ -
								\$ -
								\$ -
Freestanding paper tray to include:								\$ -
Horizontal In Tray	1			TERA PANEL SYSTEM		2	\$21.00	\$ 21.00
Horizontal Out Tray	1					2	\$21.00	\$ 21.00
Freestanding diagonal tray to consist of 3 slots	2					2	\$30.00	\$ 60.00
								\$ -
								\$ -
Subtotal								\$ 2,511.00

#### Seating

Description	QTY	MNFTR	Part No.	Catalog #	Page	Location/Rooms	Unit Price	EXT. Price
Task chairs: standard pneumatic height, tilt, swivel features metal frame with height adjustable arms, 5 star base casters, mid back design, adjustable lumbar, upholstered in fabric	2	PRM	4354	DOANE KEYES	78	2	\$239.00	\$ 478.00
								\$ -
								\$ -
								\$ -
								\$ -
Guest chairs - metal frame with arms, 4 legs	2	PRM	2904	DOANE KEYES	62	2	\$124.00	\$ 248.00

without casters upholstered in fabric								\$ -
								\$ -
								\$ -
Subtotal								\$ 726.00

#### Miscellaneous Items

Description	QTY	MNFTR	Part No.	Catalog #	Page	Location/Rooms	Unit Price	EXT. Price
36" w x 4 high laminate lateral file w/lock	2	PRM	PL184	DOANE KEYES	26	2	794	\$ 1,588.00
								\$ -
								\$ -
								\$ -
								\$ -
				NOTE, ADDED IN CELLS AVAILABLE			\$1,588.00	\$ -
Subtotal								\$ -

### Section 3.2.8 - There is one conference room and the design options are as follows: (Room 4)

#### Tables

Description	QTY	MNFTR	Part No.	Catalog #	Page	Location/Rooms	Unit Price	EXT. Price
Conference table:								\$ -
30" d x 60" w laminate tops with steel base and 4 legs on casters	6	PRM	PLT3060	DOANE KEYES	40-45	4	\$200.00	\$ 1,200.00
			6.04					\$ -
								\$ -
Subtotal								\$ 1,200.00

#### Seating

Description	QTY	MNFTR	Part No.	Catalog #	Page	Location/Rooms	Unit Price	EXT. Price
Stacking side chairs , 4 legs, without arms upholsteed in fabric	24	PRM	2920TG	DOANE KEYES	62	4	\$118.00	\$ 2,832.00
								\$ -
								\$ -
Subtotal								\$ 2,832.00

#### Miscellaneous Items

Description	QTY	MNFTR	Part No.	Catalog #	Page	Location/Rooms	Unit Price	EXT. Price
Marker board to consist of white board, two side opening doors, cork board on right side door and 50 sheet writing pad on left door. Marker board can also be used for projection. Set of 4 dry markers and eraser included with board.	1	AARCO	MC-1	AARCO	25		\$749.00	\$ 749.00
								\$ -
								\$ -
								\$ -
								\$ -
Subtotal								\$ 749.00

### Section 3.2.9 - The break room design options are as follows: (Room 23)

#### Tables

Description	QTY	MNFTR	Part No.	Catalog #	Page	Location/Rooms	Unit Price	EXT. Price
60"w x 30"d laminate top with two 29"h, metal column with "T" legs	2	PRM	PLT3060	DOANE KEYES	40-45	23	\$205.00	\$ 410.00
			7.02					\$ -

							\$ -
							\$ -
							\$ -
							\$ -
						Subtotal	\$ 410.00

### Section 3.2.10 - The lobby Area

**Section 3.2.11 - The video room will contain the following options: (Room 16)**

							\$	-
						Subtotal	\$	319.00

## Seating

### Miscellaneous Items

**Section 3.2.12 - The family visitation room will contain the following design options: (Rm. 17)**

## Seating

**Section 3.2.13 - Storage Room to contain: (Room 5)**

Miscellaneous Items

Description	QTY	MNFTR	Part No.	Catalog #	Page	Location/Rooms	Unit Price	EXT. Price
Shelves								\$ -
6 high 36" w x 12" deep open style shelving heavy duty, 20 gauge steel, 1000 lb. max load per shelf	4	TNN	6Q23612	DOANE KEYES	124		\$319.00	\$ 1,276.00
								\$ -
NOTE, ADDED IN CELLS AVAILABLE							GRAND TOTAL- \$65,223.08	\$ -
							Subtotal	\$ 1,276.00

CERTIFICATION AND SIGNATURE PAGE

By signing below, I certify that I have reviewed this Solicitation in its entirety; understand the requirements, terms and conditions, and other information contained herein; that I am submitting this bid or proposal for review and consideration; that I am authorized by the bidder to execute this bid or any documents related thereto on bidder's behalf; that I am authorized to bind the bidder in a contractual relationship; and that to the best of my knowledge, the bidder has properly registered with any State agency that may require registration.

Barons Products Inc.  
(Company)

Ryan Blum  
(Authorized Signature)

Ryan Blum Sales Rep  
(Representative Name, Title)

304.522.7022 / 304.525.3069  
(Phone Number) (Fax Number)

6-19-2013  
(Date)

**ADDENDUM ACKNOWLEDGEMENT FORM**  
**SOLICITATION NO. BCF13129**

**Instructions:** Please acknowledge receipt of all addenda issued with this solicitation by completing this addendum acknowledgment form. Check the box next to each addendum received and sign below. Failure to acknowledge addenda may result in bid disqualification.

**Acknowledgment:** I hereby acknowledge receipt of the following addenda and have made the necessary revisions to my proposal, plans and/or specification, etc.

**Addendum Numbers Received:**

(Check the box next to each addendum received)

<input checked="" type="checkbox"/> Addendum No. 1	<input type="checkbox"/> Addendum No. 6
<input checked="" type="checkbox"/> Addendum No. 2	<input type="checkbox"/> Addendum No. 7
<input type="checkbox"/> Addendum No. 3	<input type="checkbox"/> Addendum No. 8
<input type="checkbox"/> Addendum No. 4	<input type="checkbox"/> Addendum No. 9
<input type="checkbox"/> Addendum No. 5	<input type="checkbox"/> Addendum No. 10

I understand that failure to confirm the receipt of addenda may be cause for rejection of this bid. I further understand that any verbal representation made or assumed to be made during any oral discussion held between Vendor's representatives and any state personnel is not binding. Only the information issued in writing and added to the specifications by an official addendum is binding.

Ararons Products Inc.

Company

Ryan Blum

Authorized Signature

6-19-2013

Date

NOTE: This addendum acknowledgment should be submitted with the bid to expedite document processing.



**VENDOR PREFERENCE CERTIFICATE**

Certification and application\* is hereby made for Preference in accordance with *West Virginia Code*, §5A-3-37. (Does not apply to construction contracts). *West Virginia Code*, §5A-3-37, provides an opportunity for qualifying vendors to request (at the time of bid) preference for their residency status. Such preference is an evaluation method only and will be applied only to the cost bid in accordance with the *West Virginia Code*. This certificate for application is to be used to request such preference. The Purchasing Division will make the determination of the Resident Vendor Preference, if applicable.

1. Application is made for 2.5% resident vendor preference for the reason checked:  
 \_\_\_\_\_ Bidder is an individual resident vendor and has resided continuously in West Virginia for four (4) years immediately preceding the date of this certification; or,  
 \_\_\_\_\_ Bidder is a partnership, association or corporation resident vendor and has maintained its headquarters or principal place of business continuously in West Virginia for four (4) years immediately preceding the date of this certification; or 80% of the ownership interest of Bidder is held by another individual, partnership, association or corporation resident vendor who has maintained its headquarters or principal place of business continuously in West Virginia for four (4) years immediately preceding the date of this certification; or,  
 \_\_\_\_\_ Bidder is a nonresident vendor which has an affiliate or subsidiary which employs a minimum of one hundred state residents and which has maintained its headquarters or principal place of business within West Virginia continuously for the four (4) years immediately preceding the date of this certification; or,
2. Application is made for 2.5% resident vendor preference for the reason checked:  
 \_\_\_\_\_ Bidder is a resident vendor who certifies that, during the life of the contract, on average at least 75% of the employees working on the project being bid are residents of West Virginia who have resided in the state continuously for the two years immediately preceding submission of this bid; or,
3. Application is made for 2.5% resident vendor preference for the reason checked:  
 \_\_\_\_\_ Bidder is a nonresident vendor employing a minimum of one hundred state residents or is a nonresident vendor with an affiliate or subsidiary which maintains its headquarters or principal place of business within West Virginia employing a minimum of one hundred state residents who certifies that, during the life of the contract, on average at least 75% of the employees or Bidder's affiliate's or subsidiary's employees are residents of West Virginia who have resided in the state continuously for the two years immediately preceding submission of this bid; or,
4. ✓ Application is made for 5% resident vendor preference for the reason checked:  
 \_\_\_\_\_ Bidder meets either the requirement of both subdivisions (1) and (2) or subdivision (1) and (3) as stated above; or,
5. Application is made for 3.5% resident vendor preference who is a veteran for the reason checked:  
 \_\_\_\_\_ Bidder is an individual resident vendor who is a veteran of the United States armed forces, the reserves or the National Guard and has resided in West Virginia continuously for the four years immediately preceding the date on which the bid is submitted; or,
6. Application is made for 3.5% resident vendor preference who is a veteran for the reason checked:  
 \_\_\_\_\_ Bidder is a resident vendor who is a veteran of the United States armed forces, the reserves or the National Guard, if, for purposes of producing or distributing the commodities or completing the project which is the subject of the vendor's bid and continuously over the entire term of the project, on average at least seventy-five percent of the vendor's employees are residents of West Virginia who have resided in the state continuously for the two immediately preceding years.
7. Application is made for preference as a non-resident small, women- and minority-owned business, in accordance with *West Virginia Code* §5A-3-59 and *West Virginia Code of State Rules*.  
 \_\_\_\_\_ Bidder has been or expects to be approved prior to contract award by the Purchasing Division as a certified small, women- and minority-owned business.

Bidder understands if the Secretary of Revenue determines that a Bidder receiving preference has failed to continue to meet the requirements for such preference, the Secretary may order the Director of Purchasing to: (a) reject the bid; or (b) assess a penalty against such Bidder in an amount not to exceed 5% of the bid amount and that such penalty will be paid to the contracting agency or deducted from any unpaid balance on the contract or purchase order.

By submission of this certificate, Bidder agrees to disclose any reasonably requested information to the Purchasing Division and authorizes the Department of Revenue to disclose to the Director of Purchasing appropriate information verifying that Bidder has paid the required business taxes, provided that such information does not contain the amounts of taxes paid nor any other information deemed by the Tax Commissioner to be confidential.

Under penalty of law for false swearing (*West Virginia Code*, §61-5-3), Bidder hereby certifies that this certificate is true and accurate in all respects; and that if a contract is issued to Bidder and if anything contained within this certificate changes during the term of the contract, Bidder will notify the Purchasing Division in writing immediately.

Bidder: Aarons Products Inc.

Signed: [Signature]

Date: 6-19-2013

Title: Sales Rep

RFQ No. BCF13129STATE OF WEST VIRGINIA  
Purchasing Division**PURCHASING AFFIDAVIT**

**MANDATE:** Under W. Va. Code §5A-3-10a, no contract or renewal of any contract may be awarded by the state or any of its political subdivisions to any vendor or prospective vendor when the vendor or prospective vendor or a related party to the vendor or prospective vendor is a debtor and: (1) the debt owed is an amount greater than one thousand dollars in the aggregate; or (2) the debtor is in employer default.

**EXCEPTION:** The prohibition listed above does not apply where a vendor has contested any tax administered pursuant to chapter eleven of the W. Va. Code, workers' compensation premium, permit fee or environmental fee or assessment and the matter has not become final or where the vendor has entered into a payment plan or agreement and the vendor is not in default of any of the provisions of such plan or agreement.

**DEFINITIONS:**

"Debt" means any assessment, premium, penalty, fine, tax or other amount of money owed to the state or any of its political subdivisions because of a judgment, fine, permit violation, license assessment, defaulted workers' compensation premium, penalty or other assessment presently delinquent or due and required to be paid to the state or any of its political subdivisions, including any interest or additional penalties accrued thereon.

"Employer default" means having an outstanding balance or liability to the old fund or to the uninsured employers' fund or being in policy default, as defined in W. Va. Code § 23-2c-2, failure to maintain mandatory workers' compensation coverage, or failure to fully meet its obligations as a workers' compensation self-insured employer. An employer is not in employer default if it has entered into a repayment agreement with the Insurance Commissioner and remains in compliance with the obligations under the repayment agreement.

"Related party" means a party, whether an individual, corporation, partnership, association, limited liability company or any other form or business association or other entity whatsoever, related to any vendor by blood, marriage, ownership or contract through which the party has a relationship of ownership or other interest with the vendor so that the party will actually or by effect receive or control a portion of the benefit, profit or other consideration from performance of a vendor contract with the party receiving an amount that meets or exceeds five percent of the total contract amount.

**AFFIRMATION:** By signing this form, the vendor's authorized signer affirms and acknowledges under penalty of law for false swearing (W. Va. Code §61-5-3) that neither vendor nor any related party owe a debt as defined above and that neither vendor nor any related party are in employer default as defined above, unless the debt or employer default is permitted under the exception above.

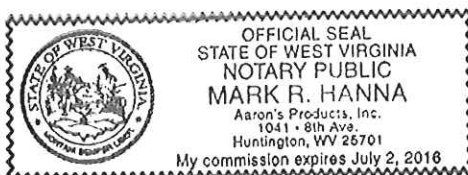
**WITNESS THE FOLLOWING SIGNATURE:**Vendor's Name: Aarons Products Inc.Authorized Signature: Reyn Olden Date: 6-19-2013State of West VirginiaCounty of cabell, to-wit:Taken, subscribed, and sworn to before me this 19<sup>th</sup> day of June, 2013My Commission expires July 2, 2016, 2016

AFFIX SEAL HERE

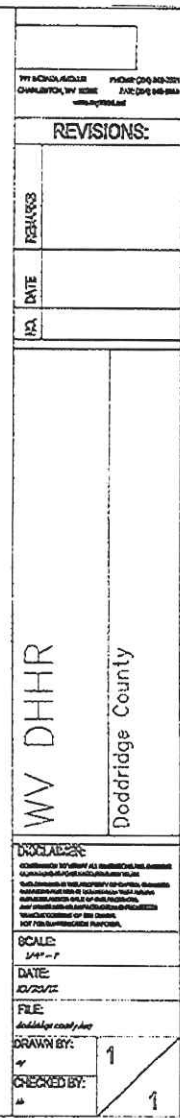
NOTARY PUBLIC

Mark R Hanna

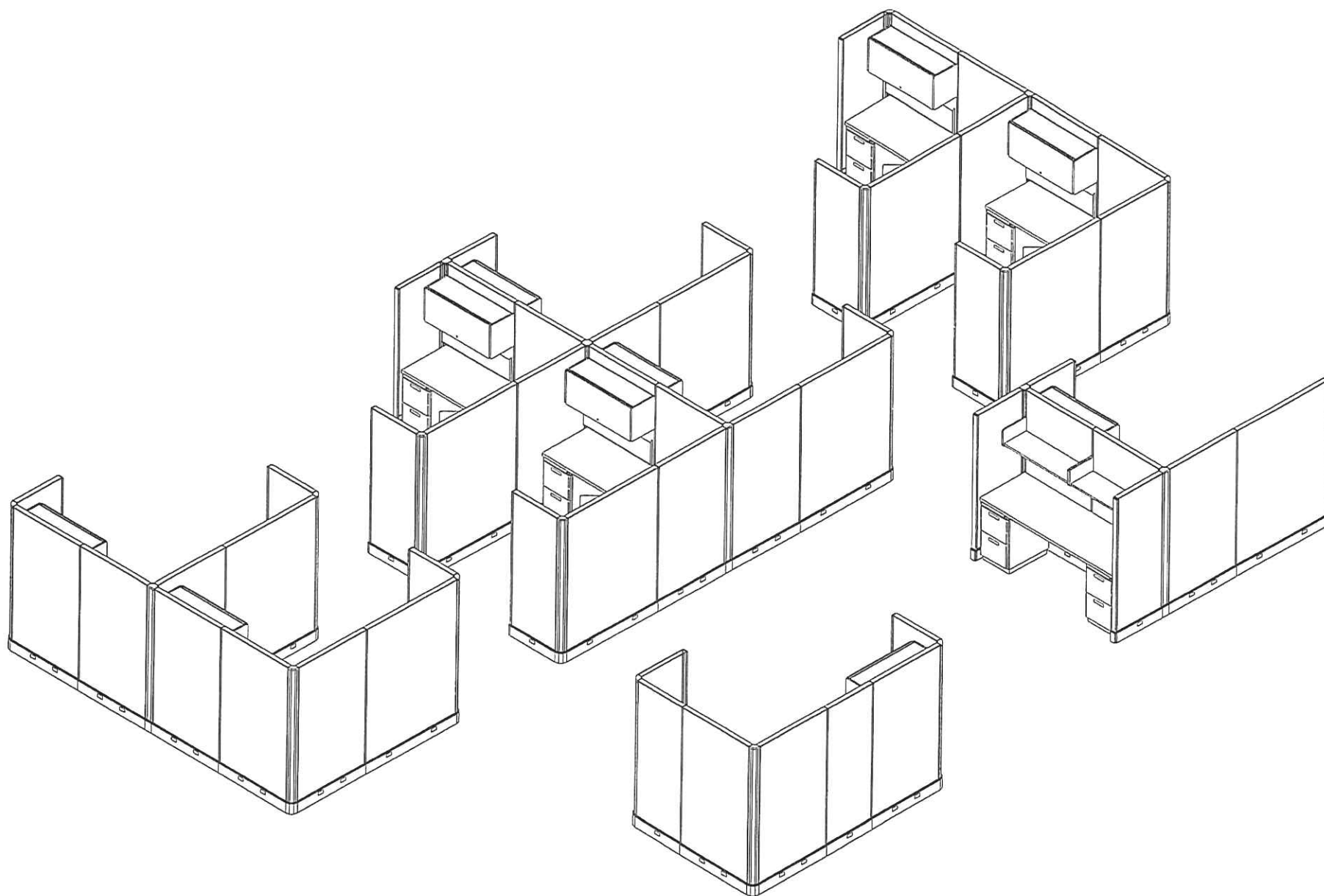
Purchasing Affidavit (Revised 07/01/2012)



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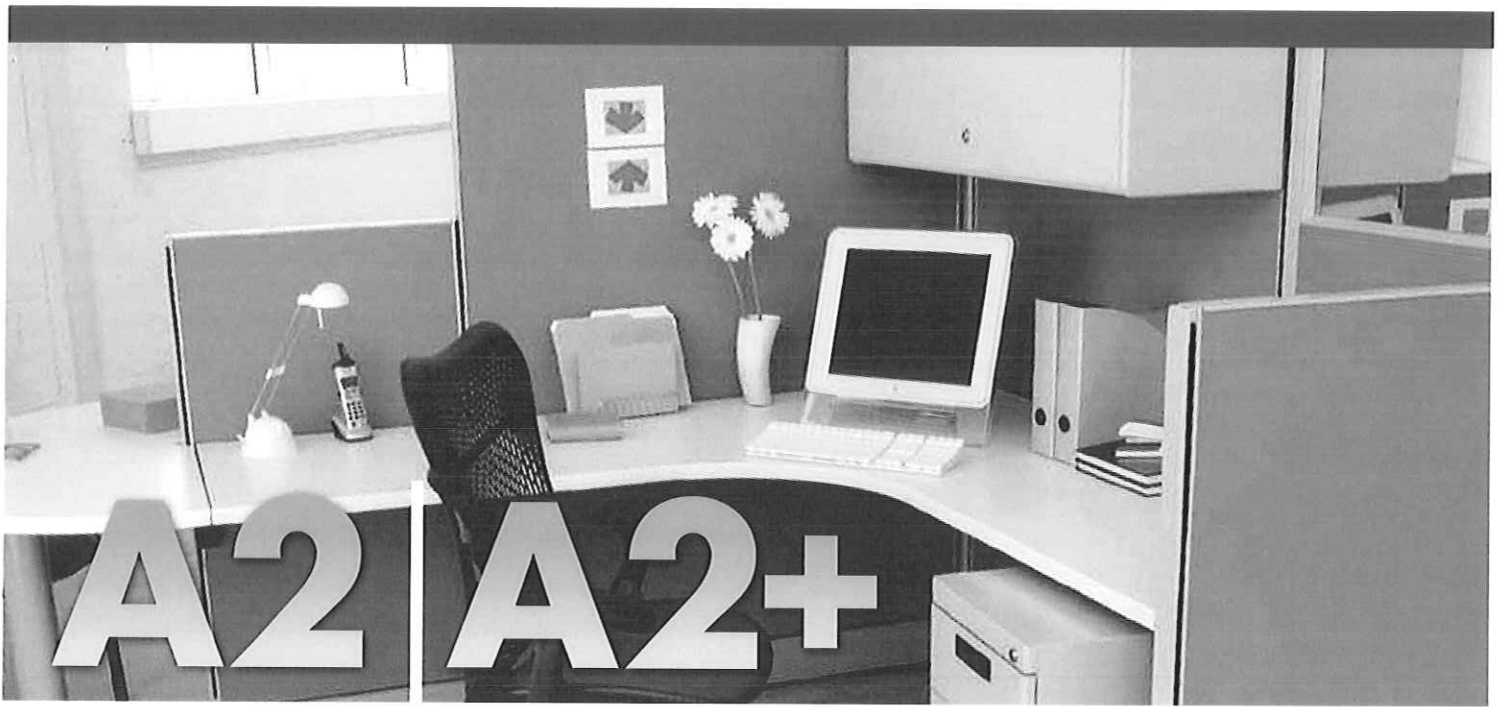
# TERA<sup>®</sup> CONTRACT



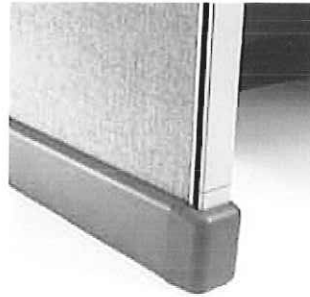
Office System Solutions handled from design through installation to create a successful office environment

Project Done IN  
A2 SYSTEM





A2 & A2+ enable the customer to design work stations using a variety of panel heights and work surface shapes allow for privacy or to enhance team work.



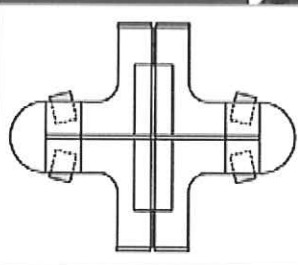
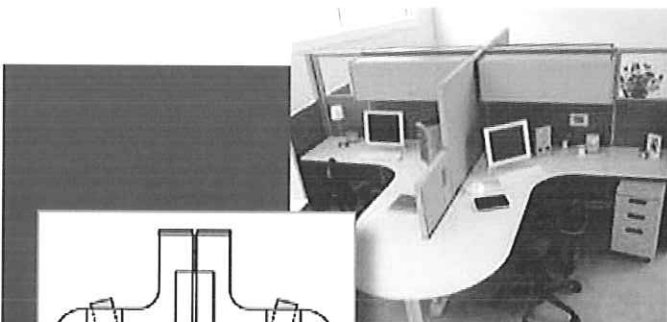
A2 & A2+ is standard with a molded base in many color options. The base design protects the panel system from kicking and vacuum damage over time while allowing for significant electrical and data wiring capacity.



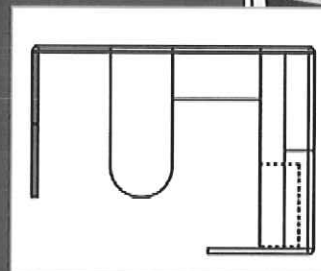
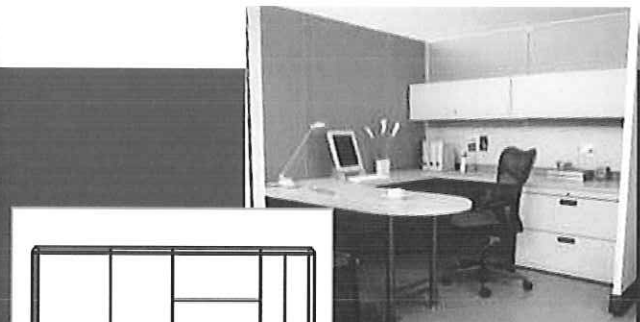
A2 & A2+ offers many overhead storage designs including fabric covered, painted fronts, various profiles, and either recessed or over-the-top covers.



A2 & A2+ offers storage of many functional types and in many color options. Stationary storage to mobile systems, box drawers, vertical and horizontal filing drawers, shelving, wardrobe storage...the combinations are endless.



A2 4-pod

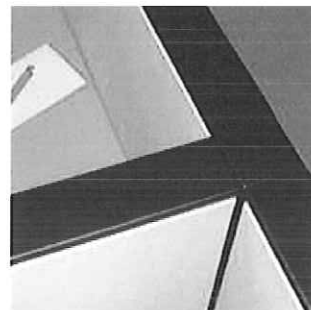


A2

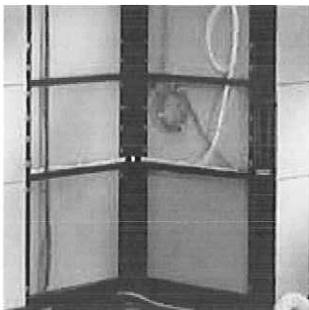




PFT tiles are available fabric covered with tackable and acoustical properties. Faux wood grain top caps and end caps are a perfect way to dress up your workstation design.



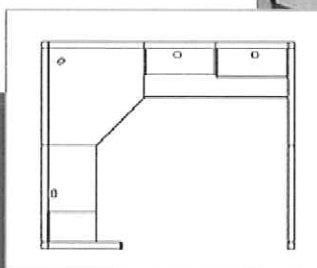
PFT top and end caps in a textured plastic material outline the workstations beautifully and maintain the value price you will enjoy. Customers may also elect to use our radius aluminum top caps to upgrade your overall design.



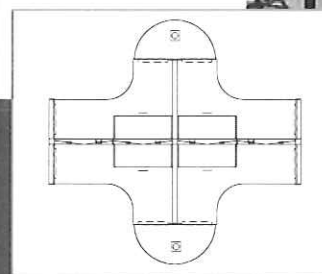
PFT starts with a robust frame that is 3.25" thick, 14 gauge steel and welded for strength. Wire management is possible everywhere both vertically and horizontally. Connections between frames are steel blocks and simplified using nuts and bolts to make a solid connection.



PFT may be designed for a floor-to-ceiling application to eliminate building modifications while giving you mosaic tile finish choices including glass, frosted glass, fabric, airflows, white board, and laminate. Design, installation, and price have been made easy and affordable with the PFT system.



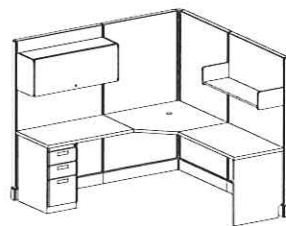
PFT



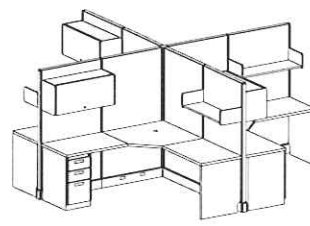
PFT 4-pod



# TERA<sup>®</sup> CONTRACT



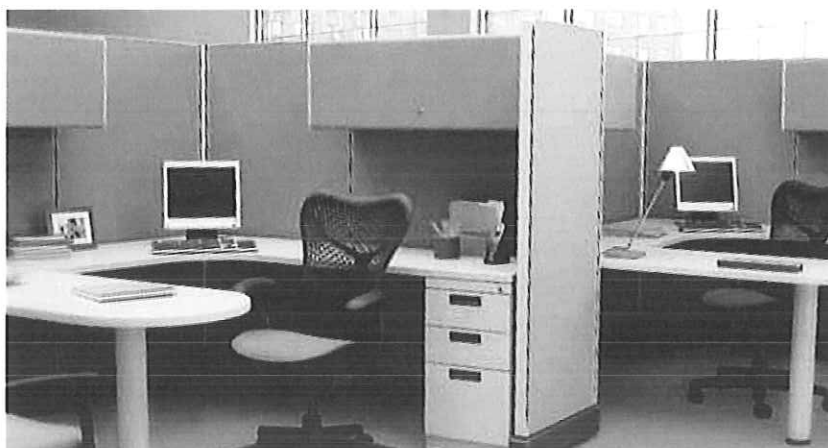
*Single-Station Typical*



*Four-Station Typical*

## A2

Couple the benefits of Grade A panel system quality with the exceptional pricing, service, and support from TERA<sup>®</sup>. Select from a wide variety of fabrics, finishes, and laminates to create an environment that offers aesthetics and privacy.



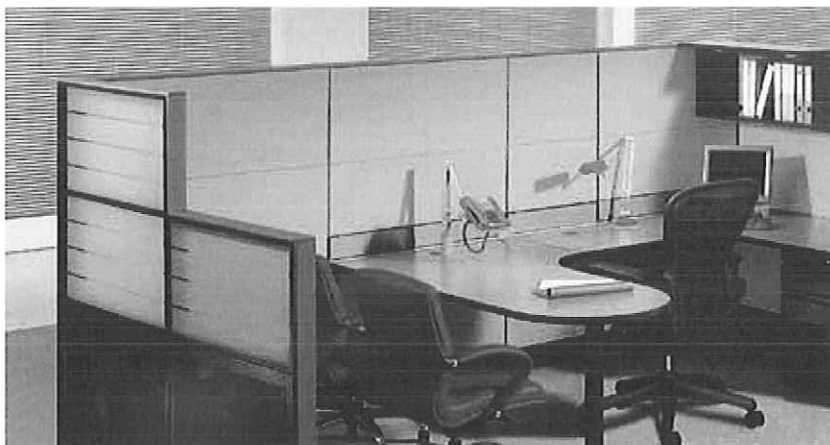
## A2+

Enhance your TERA<sup>®</sup> A2 environment with a tiled-look. By incorporating one or many A2+ panels in an environment, TERA<sup>®</sup> customers can join value and unique design options into a beneficial panel system environment.



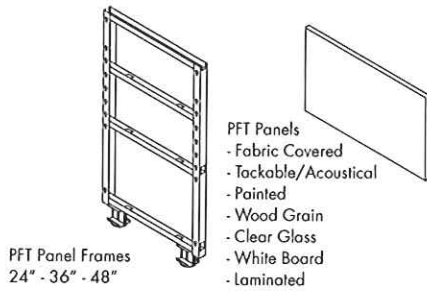
## PFT

PFT systems offers enhanced wire management, a wider panel thickness for design and stability, and an ability to individually create a dressed-up environment using fabric, laminate, white board, glass, and/or painted tiles throughout a work station.

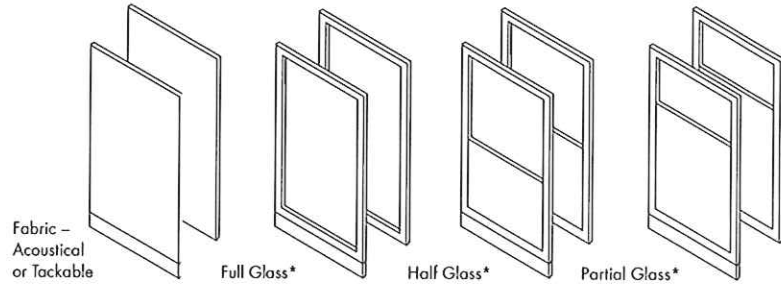


# Statement of Line

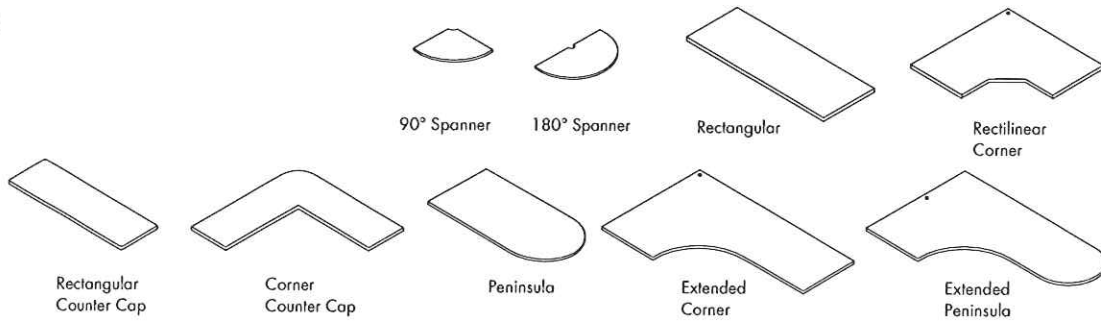
## PFT Frames & Panels



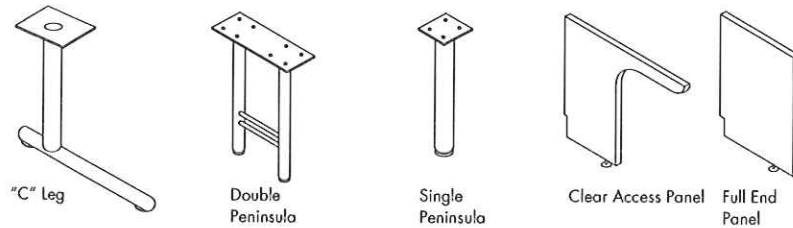
## A2 Panels



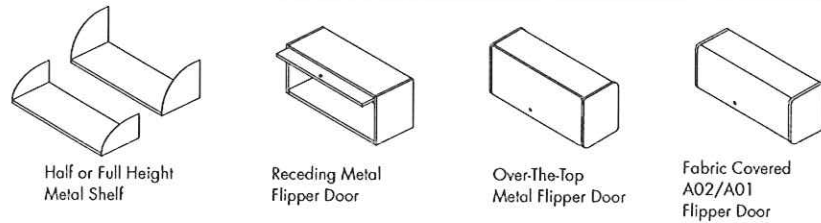
## Worksurfaces



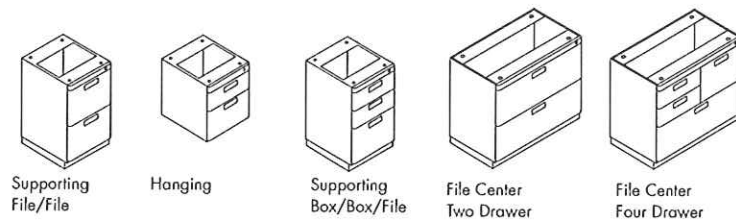
## Worksurface Supports



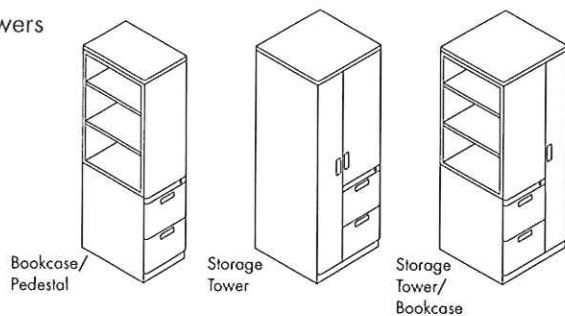
## Overhead Storage



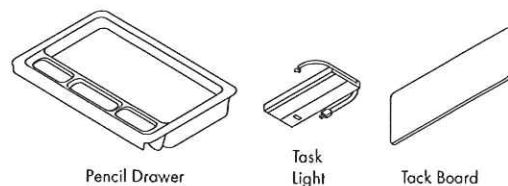
## File Centers



## Storage Towers



## Accessories

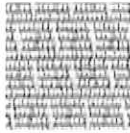


# Fabrics

QS = 10 day Quick Ship. Standard turn-around is 15 business days.



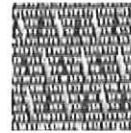
Columbus  
7921 Citrus



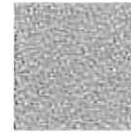
Columbus  
7919 Khaki



Columbus  
7924 Fog



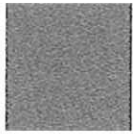
Columbus  
7925 Midnight



Framework  
2554 Sandy Pebble



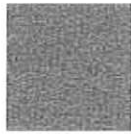
Crepe / Foundation  
**QS** 7958 Stone



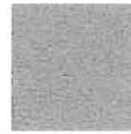
Crepe / Foundation  
**QS** 7954 Taupe



Crepe / Foundation  
**QS** 7959 Sand



Crepe / Foundation  
7955 Cadet



Crepe / Foundation  
**QS** 7961 Seagull



Chainlink  
7420 Canvas



**7421 Natural**  
Chainlink  
**XXXXXXX**



Chainlink  
7422 Cocoa



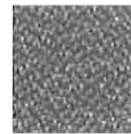
Chainlink  
7423 Colonial



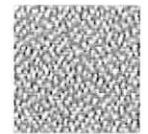
Chainlink  
7425 Steel



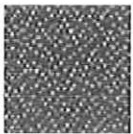
Broadcast  
1196 Serengeti



Broadcast  
1205 Chickory



Broadcast  
2372 Shade



Broadcast  
2375 Graphite



Dayton  
7112 Silver



Dayton  
**QS** 7113 Fog



Dayton  
**QS** 7114 Ocean



Dayton  
**QS** 7115 Straw



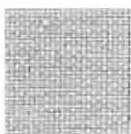
Dayton  
7116 Blush



Dayton  
**QS** 7117 Golden



Dayton  
7118 Honey



Database  
**QS** 7774 Sky



Database  
**QS** 7772 Opal



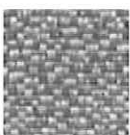
Traction  
**QS** 7753 Platinum



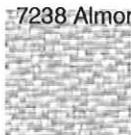
Traction  
**QS** 7759 Chrome



Midway  
7245 Flint



Midway  
7243 Oasis



**7238 Almond**  
Midway  
**XXXXXX**



Midway  
7240 Opal



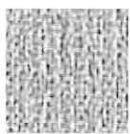
Midway  
7241 Rye



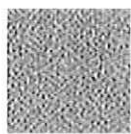
Nature  
Fields 14-248



Nature  
Streams 14-252



Nature  
Meadows 19-31



Nature  
Valleys 19-71A



Forecast  
**QS** Sunset 494-1415



Forecast  
**QS** Shine 494-3104



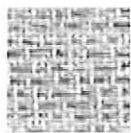
Forecast  
**QS** Rain 494-8551



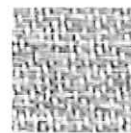
Forecast  
**QS** Clouds 494-5004



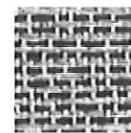
Challenge  
Hearts 495-3099



Challenge  
Chess 495-8723



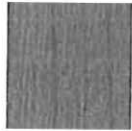
Challenge  
Cribbage 495-5002



Challenge  
Checkers 495-8014

## HPL Laminates for Worksurfaces

QS = 10 day Quick Ship. Standard turn-around is 15 business days.



Wild Cherry  
QS Wilsonart 7054.60



CC-02 - Maple  
QS Wilsonart 10776-60  
Kensington Maple



Fashion Grey  
QS Wilsonart D381.60



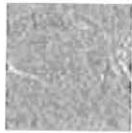
Frosty White  
QS Wilsonart 1573.60



Pumice/Wallaby  
QS Formica 858.58



White Tigris  
QS Wilsonart 4783.60



Natural Tigris  
QS Wilsonart 4669.60



Almond  
Formica 920.58



MDF Solidz  
Formica 7812.58



Beige  
Wilsonart 1530.60



Folkstone Graphix  
Formica 507.58



Natural Pear  
Wilsonart 7061.6



Chalk Solidz  
Formica 7814.58



Champagne  
Formica 925



Grey Nebula  
Wilsonart 4622



Cherry Birch  
Formica 7484.58



Kensington Maple  
Wilsonart 10776.60



Wallaby  
Wilsonart D439



Light Grey  
Wilsonart 10631.60



Khaki Brown  
Wilsonart D50



White  
Formica 949.58



CC-13 - White Speckled  
Wilsonart 4621-60  
White Nebula

### Worksurface Edge Details

Worksurface edges are available in 3MM PVC to match selected paint finish or most laminate colors shown.

## Paint Finishes: PFT



Black - G2 (BK)



Folkstone Grey (FG)



Stonedust (SD)



Hardrock Maple\*\* (HM)



Oiled Cherry\*\* (OC)

## Paint Finishes: A21/A2+



Black Umber (BU)  
QS



Medium Tone (MT)  
QS



Light Grey (LG)  
QS



Light Tone (LT)  
QS



Inner Tone Light (HF)  
QS

Metal Flipper Doors only available in MT, LT and HF.

AQ2 Base Covers only available in BU, MT and HF.

\*Colors may vary from actual laminates or fabrics. Contact your Doane Keyes Sales Representative to request actual samples before making final selection.

**D<sup>O</sup>ANE  
K<sup>E</sup>YES  
A<sup>S</sup>SOCIATES, INC.**

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1-800-342-5352 • Toll Free Fax 1-800-223-2352 • Local 1-765-473-5594 • Fax 1-765-473-5035

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Since 1981***



## Conference Cabinets

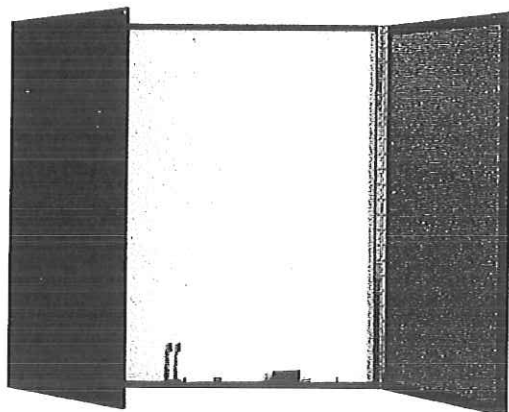
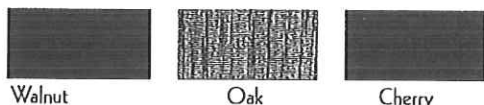
Aarco Products' Conference Cabinets are perfectly suited to blend with traditional and contemporary interiors. Choose from a wide selection of laminates or hand finished hardwood veneers.

Standard units are 36" high x 48" wide or 48" high x 48" wide when closed. Doors open on continuous hinges to reveal a porcelain on steel markerboard center panel and fabric covered board on the inside of each door. The left side door features a chart clamp that holds un-punched paper pads up to 19" wide. The center section also features a fully concealed, retractable projection screen.

*Does not include markers or pad*

All units have an overall depth of 5" and hang securely on concealed mounting brackets. Markers, erasers and other supplies may be stored inside while doors are held shut by magnetic catches.

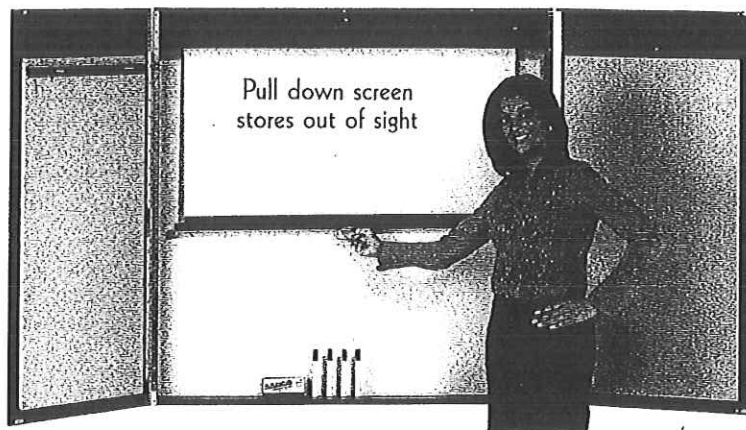
Colors Available



## Enclosed Melamine Planning Boards

Hardwood framed walnut or oak laminate doors provide beauty and privacy for messages on a melamine markerboard. Inside doors are natural cork for posting. Doors stay closed with magnetic catches. Overall exterior depth is 3". This unit is excellent for concealing confidential memoranda.

Size H & W	Oak Model	Walnut Model	Cherry Model
36" x 36"	OP-36	WP-36	MP-36
40" x 40"	OP-40	WP-40	MP-40
48" x 48"	OP-48	WP-48	MP-48



### Laminate

Size H & W	Oak Model	Walnut Model	Cherry Model
36" x 48"	OC-1	WC-1	MC-1
48" x 48"	OC-2	WC-2	MC-2

*LIST: \$976.91*

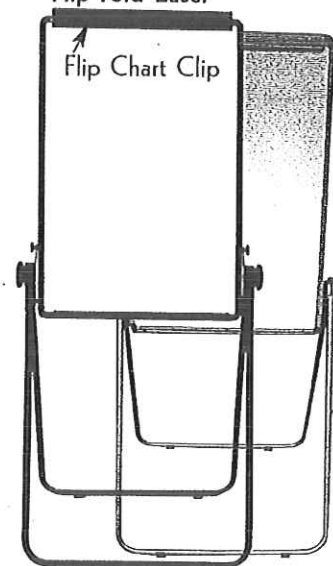
### Hardwood Veneer

Size H & W	Oak Model	Walnut Model	Cherry Model
36" x 48"	OVC-1	WVC-1	MVC-1
48" x 48"	OVC-2	WVC-2	MVC-2

### Tripod Easel



### Flip Fold Easel



## Portable Whiteboard Easels

- Choose Tripod or Flip Fold
- Both units conveniently fold for portability
- Adjustable whiteboard writing surface can be used with magnetic accessories
- Flip chart clip

	Black Model	Siver Model
Tripod Easel	TE1BK	TE1S
Flip Fold Easel	FE1BK	FE1S