



REGULAR SESSION

County Commission

Courthouse
206 W. 1st Avenue
Hutchinson, KS 67501

A G E N D A

**Reno County Courthouse Veterans Room
206 W. 1st Ave.
Hutchinson, KS 67501
Wednesday, January 31, 2024, 9:00 AM**

1. **Call to Order**
2. **Pledge of Allegiance to the American Flag and Prayer**
3. **Welcome and Announcements by Commission Chair**
4. **Public Comment on Items not on the Agenda**
Please come forward to the podium, state your name and address and limit your remarks to not more than 5 minutes per item.
5. **Determine Additions or Revisions to the Agenda**
6. **Consent Agenda**
 - 6.A Vouchers (bills or payments owed by the county or related taxing units)
 - 6.B BOCC minutes for December 13th and 27th, 2023, for approval
 - 6.C Set a date and time for County Canvass following the March 19th, 2024, Presidential Preference Primary Election
 - 6.D Professional Development of Staff Proposal
 - 6.E Sheriff's Shooting Range Agreement with Hutton Construction
 - 6.F Public Works Department request to purchase one (1) 2025 Freightliner 108SD Tandem Axle Truck Chassis with a 16' Dump Body from Truck Center Companies, Wichita, Kansas, for a total price of \$207,891.00
 - 6.G Approval to purchase 2024 Ford F350 for Reno/Kingman Jt Fire District #1
 - 6.H Approval to purchase a truck chassis for Reno County Fire District #6
 - 6.I Resolution 2024-___ Directing the Filing of a Real Estate Tax Foreclosure Action
7. **Business Items**
 - 7.A Law Enforcement Memorial
 - 7.B Courthouse furniture proposal and update on courthouse interior improvement project
 - 7.C Department of Aging and Public Transportation Annual Report
8. **County Administrator Report**
 - 8.A Monthly Department Reports
9. **County Commission Report/Comments**

Randy Parks
District 1

Ron Hirst
District 2

Daniel P. Friesen
District 3

John Whitesel
District 4

Don Bogner
District 5

10. Executive Session

10.A Executive Session regarding potential real estate acquisition for 30 minutes

11. Adjournment



AGENDA ITEM

AGENDA ITEM #6.B

AGENDA DATE: January 31, 2024

PRESENTED BY: Cindy Martin

AGENDA TOPIC:
BOCC minutes for December 13th and 27th, 2023, for approval

SUMMARY & BACKGROUND OF TOPIC:
N/A

ALL OPTIONS:
Approve
Make Changes
Deny

RECOMMENDATION / REQUEST:
Approve final minutes as drafted

POLICY / FISCAL IMPACT:
N/A

December 13, 2023
Reno County Courthouse
Hutchinson, Kansas

The Board of Reno County Commissioners held an agenda session with Chairman Daniel Friesen, Commissioner Ron Hirst, Commissioner Randy Parks, Commissioner Don Bogner, and Commissioner John Whitesel, County Counselor Patrick Hoffman, County Administrator Randy Partington, and Minutes Clerk Cindy Martin, present.

The meeting began with the Pledge of Allegiance followed by a short sectarian prayer led by Pastor Darryl Peterson with Grace Christian Church.

County Administrator Randy Partington commented on the retirement recognition for Youth Services Director Shelly Bredemeier. He stated she had 35 years of service, three of those as the Director, and has made a huge impact on Youth Services. The retirement party will be on Friday, December 15th in the Veteran's Room between 2 and 4 pm. Ms. Bredemeier said it had been an honor to work for Reno County and had the opportunity to work in several different positions throughout her career. Mr. Friesen thanked and presented her with a plaque for her service.

Mr. Friesen stated that the Treasurer Brenda Kowitz would be retiring December 29th, 2023, a year ahead of her term and that the Republican party would be appointing a Treasurer. If you are interested, please contact the Chair Ryan Patton with the Republican Party. Mr. Hirst stated it was a very important position in the county. Mr. Whitesel stated the party would be meeting on December 21st, 2023, to select the replacement.

Mr. Friesen mentioned a press release and wanted to thank those responsible for the first-time felony drug offender program. It is a lot of great work between Community Corrections, District Attorney, and the courts. He appreciated their innovative ways to keep the community safe while not overburdening the jail.

Casey Swartz, 207 Buckskin Road, spoke on solar regulations reading some statistics on who talked at the public hearing stating most were anti-solar and were from out of county.

There was a revision to the agenda moving consent item 6M a resolution to extend a solar moratorium to business item 7E. Mr. Partington requested adding an executive session for five minutes for non-elected personnel as item 10B.

Mr. Partington explained the resolutions in the consent agenda were the annual transfers for projects not completed so funds were moved to the reserve to be used as needed in the future.

Mr. Hirst moved, seconded by Mr. Parks, to approve the consent agenda consisting of items 6A through 6R which includes the: **(6A)** Accounts Payable Ledger for claims payable on December 1, 2023, totaling \$1,538,796.74; Accounts Payable Ledger for claims payable on December 8, 2023 totaling \$209,617.04; Accounts Payable Ledger for claims payable on December 15th, 2023 totaling \$689,585.51 **(6B)** approve resolution #2023-30: A RESOLUTION AUTHORIZING A TRANSFER OF PUBLIC HEALTH DEPARTMENT FUNDS TO THE PUBLIC HEALTH DEPARTMENT CAPITALOUTLAY FUND; **(6C)** approve resolution #2023-31: A RESOLUTION AUTHORIZING A TRANSFER OF NOXIOUS WEEDS GENERAL FUNDS TO THE NOXIOUS WEEDS CAPIATL OUTLAY FUND; **(6D)** approve resolution #2023-32: A RESOLUTION AUTHORIZING A TRANSFER OF PUBLIC WORKS ROAD AND BRIDGE FUNDS TO THE SPECIAL HIGHWAY IMPROVEMENT FUND; **(6E)** approve resolution #2023-33: A RESOLUTION AUTHORIZING A TRANSFER OF PUBLIC WORKS ROAD AND BRIDGE FUNDS TO THE ROAD AND BRIDGE SPECIAL MACHINERY FUND; **(6F)** approve resolution #2023-34: A RESOLUTION AUTHORIZING A TRANSFER OF FUNDS TO THE COUNTY EQUIPMENT RESERVE FUND; **(6G)** approve resolution #2023-35: A RESOLUTION AUTHORIZING A TRANSFER OF FUNDS TO THE MULTI-YEAR CAPITAL IMPROVEMENT RESERVE FUND; **(6H)** approve resolution #2023-36: A RESOLUTION AUTHORIZING A TRANSFER OF FUNDS FROM DEPARTMENT OF AGING (FOR RCAT) TO THE MULTI-YEAR EQUIPMENT RESERVE FUND; **(6I)** approve resolution #2023-37: A RESOLUTION AUTHORIZING A TRANSFER OF FUNDS TO THE COUNTY ECONOMIC DEVELOPMENT RESERVE FUND; **(6J)** approve resolution #2023-38: A RESOLUTION AUTHORIZING A TRANSFER OF ALL FIRE DISTRICT GENERAL FUNDS TO THE FIRE DISTRICTS' SPECIAL EQUIPMENT FUNDS; **(6K)** approve resolution #2023-39: A RESOLUTION ESTABLISHING A COMMUNITY CORRECTIONS DISTRICT ATTORNEY FIRST TIME FELONY DRUG DIVERSION FUND (House Bill 2026) Fund 062; **(6L)** approve resolution #2023-40: A RESOLUTION ESTABLISHING A RENO COUNTY PUBLIC HEALTH FEDERAL GRANT FUND (K.S.A. 12-1663) FUND NO. 991 FOR \$1,000,000.00 COSSUP; **(6M)** approve resolution #2023-41: RESOLUTION TO EXTEND SOLAR MORATORIUM **(6N)** approve Quitclaim Deed to the St. Elizabeth's building back to Interfaith Housing; **(6O)** approve \$30,000 purchase of a fire engine for Reno County Fire District #7 from Reno County Fire District #3; **(6P)** approve to declare a 1989 fire engine and a 1963 tanker truck owned by Reno County Fire District #7 as Surplus to be actioned off by Purple Wave; **(6Q)** approve request to purchase a new cascade breathing air fill station for Reno County Fire District #4; **(6R)** approve to move from county website to GovBuilt platform as presented by staff. The motion was approved by a roll call vote of 5-0.

7A. County Clerk Donna Patton presented her annual report for 2023 to the Board. She briefly discussed the state not covering the Revenue Neutral Rate notices they are required to mail. It may fall to the county taxpayers to pay for the \$26,000 in mailing fees, the county is offering to send notices to the public via email.

7B. County Counselor Patrick Hoffman explained three landowners outside the city limits petitioned the City of Hutchinson for annexation. He said because the land is not connected it is considered an island annexation. He stated there was a special statute that has a different process for it to be annexed into the City of Hutchinson. First the City of Hutchinson had to pass an ordinance that said they do want to annex that land, which has been done. Next was for the County Commissioners to do a finding whether or not allowing the annexation would hinder the growth of any other city in the county, this is before them today. The statute requires the Board to take it up within 30 days of the City of Hutchinson passing their ordinance. He drafted a resolution to reflect the findings, stating the Board could vote to adopt or deny. Once the finding is completed, to finish the process it goes back to the City of Hutchinson for Annexation. These tracts of land are a part of a proposed industrial park by the Chamber of Commerce.

Debra Teufel, President/CEO Chamber of Commerce and President of Growth Inc. stated that Growth Inc. was one of the petitioners for this project. They have the option agreements to purchase the adjacent parcels and she noted that all three entities petitioned for this annexation. The proposed large industrial park along the K-96 Corridor would be set on 487-acres. They have found that most industrial projects looking at Kansas require more land than the current parcels. So, to make this industrial park more marketable the request of the City of Hutchinson was to have adequate infrastructure regarding water and waste sewer services. They have been working with both cities, South Hutchinson, and the City of Hutchinson, to best serve that water needs so it benefits all communities involved.

Karen Drake, 1906 E. Trail West said her concern was not being informed of this industrial park project. Her property is on the north side of Trail West, east of the project in Elmer community. She was asking what type of industry would be proposed and if it would decrease her property value. She did not want an industrial park near her home. Mr. Hoffman explained the ETJ (3-mile radius around South Hutchinson), and he discussed the annexation process.

Mr. Friesen stated this was just the findings not the time to protest, there would be other opportunities in the future for that through the Planning and Zoning process.

Mayor Jon Richardson with the City of Hutchinson clarified that the cities' role as a marketable resource to the property was by bringing water for industrial use. They would be obligated to provide fire and police if something gets developed on it. The city was not interested in the time or cost to annex outside of the island property, they preferred to leave the privately owned land alone and not do annexations. Mr. Friesen clarified today's signature was for findings only on whether growth of other cities was interfered with.

The Board briefly discussed annexation within the three-mile radius of South Hutchinson and the K96 Corridor project. **Mr. Parks moved, seconded by Mr. Hirst,** to approve the findings of no hinderance to other cities' growth as discussed by staff. The motion was approved by a roll call vote of 5-0.

7C. Information Technology Director Mike Mathews described cyber security threats continually getting more difficult to defend so he recommended the purchasing of CrowdStrike EDR Security Software. He explained the software protection to not only our own people but against others from getting in with 24/7 monitoring. He said they would pay the county \$100,000 if there was a breach in our system, which was not much but shows they do stand behind their product. The product was \$130,000 however he negotiated it to \$112,000, with a reimbursement from the Law Enforcement at the City of Hutchinson and District Court making the counties expense annually \$86,576.33 beginning in 2025 and they would be discontinuing two other products saving \$20,000 to put toward the annual CrowdStrike fee.

Mr. Friesen stated it was like insurance of sorts, a very expensive cost but the best option. He suggested Mr. Mathews try to negotiate a better price and review the maximum yearly escalation clause of 2.5 to 4 percent for next year, asking to get it in writing. **Mr. Hirst moved, seconded by Mr. Friesen,** to approve the recommendation from the IT Director to purchase the CrowdStrike EDR security software with a maximum cost as described with instructions to see if he can improve the cost and escalation clause as written. The motion was approved by a roll call vote of 5-0.

7D. County Counselor Patrick Hoffman researched the topic of Federal Government's 30X30 Land Preservation Goal. Federal executive order from 2017 stating there should be a policy goal across the U.S. to get 30 percent of conserved land and water by the year 2030. There were different interpretations. It was never funded or put into legislature with no specific laws changed because of the 30/30 or policies changed. The Bureau of Land Management, by their charter, was to consider the wishes of local government entities. They were supposed to listen to directives from local governments when they are or are not in favor of involuntary conservation. Those counties would make a resolution asking not to have involuntary conservation pushed on them. Mr. Hoffman stated he could draft a resolution. Mr. Hirst asked to include trails in the drafted resolution that it could affect Reno County and other counties. The Board briefly discussed having a conservation resolution. By consensus they directed staff to draft a resolution stating they were not in favor of Federal policy regulation of involuntary conservation that changes the rights on private property owners for their review. Mr. Hirst talked about taking away from the tax base.

7E. There was a large discussion by the Board on commercial solar and asking the Planning & Zoning Commission to work on residential and smaller solar scale with no commercial solar usage. They discussed having a county wide ban or not. Mr. Hoffman said they needed to follow due process, no zoning in unzone areas. Mr. Brittain asked for clarification on large commercial and regulations for residential. Mr. Friesen stated this was an amended resolution **#2023-41; A RESOLUTION PROVIDING FOR A TEMPORARY MORATORIUM ON COMMERCIAL SOLAR ENERGY PROJECT DEVELOPMENT WITHIN THE UNINCORPORATED AREAS OF RENO COUNTY, KANSAS; DIRECTING CERTAIN REVISIONS AND AMENDMENTS TO THE RENO COUNTY COMPREHENSIVE PLAN; DIRECTING THAT RENO COUNTY ZONING REGULATIONS CURRENTLY IN EFFECT WITH RESPECT TO COMMERCIAL RENEWABLE ENERGY PROJECTS BE REVISED** for a temporary moratorium on commercial solar. **Mr. Hirst moved, seconded by Mr. Bogner**, to approve the resolution as presented by staff. The motion was approved by a roll call vote of 5-0. The Board thanked Planning and Zoning for doing a great job.

8A. County Administrator Randy Partington asked the Board if they had any questions on the monthly department reports, none did. He spoke about the Memorandum of Understanding on the Annexation between South Hutchinson, City of Hutchinson, and Reno County.

Three partners benefiting from the project. At the end of the week Reno County awarded 2024 transformation slots paying the cost of the class, with no travel or books cost, for KLETC classes.

County Commissioner comments:

9. Mr. Whitesel commented on the Affordable Healthcare having two days left to sign up with healthcare.gov through December 15th, 2023.

Mr. Hirst attended sessions at the KAC Conference for grants, small packing plants that closed, and insurance rates not going down. He thought the speakers were excellent this year. January 12th, 2024 will be small city leadership and the K-96 Corridor meeting was upcoming.

Mr. Parks attended the Quad County meeting at the Newton Airport where they have expanded. He had concerns with the bid process, wanting to see bids involved by coming to a third party. He said Sedgwick County had a problem with wages for emergency responders. KAC tax fight, LAVTR taxes should be coming to Reno County for the last 20 years, it would be close to 3.5 billion dollars if paid, he would like to see going forward this money being paid back to the counties. He said we need to talk or write a letter to legislators to take back that money. KAC has a website with videos in which he was asking for everyone to get educated before they vote this year.

Mr. Hirst requested the Board send a letter to legislators informing them it would be good to return the money as Mr. Parks mentioned above.

Mr. Friesen suggested staff draft a letter with the LAVTR position stating Reno County stands with KAC to return the money. Consensus was to direct staff to write a letter to legislators.

At 11:00 a.m. Mr. Friesen recessed the agenda meeting until 11:10 a.m. for a study session. The meeting reconvened with all Commissioners, County Administrator Randy Partington, County Counselor Patrick Hoffman, and Minutes Clerk Cindy Martin, present.

12A. The study item was for the facility masterplan of space needs for select departments.

Mr. Friesen opened the study session introducing Justin Graham with Schaefer Architecture and also in the audience was Shannon Bohm with Schaefer Architecture. Mr. Graham gave a brief overview presentation showing three key areas and the Annex. They had sent out surveys to departments to assess their needs either on site or off site. He showed drafts of Sheriff, Emergency Management, Health, and Annex options.

Mr. Partington spoke about building needs using ARPA money set aside for Health and Emergency Management departments for space needs projected at least 10 years into the future. He said these two departments have needs now and the District Court was growing needing extra room in the future. The purpose of the study session was to make the Commissioners aware of departmental needs.

Mr. Friesen asked to have the departments prioritized with budgeted money, put it efficiently with need and use of space. He suggested the staff go through and prioritize needs putting ideas from the commission in writing to Mr. Partington.

Mr. Graham reminded the Board that costs were rising and had been for the last three years. Mr. Friesen selected Mr. Hirst and Mr. Parks to serve on a sub-committee to help with the prioritization of department space needs.

10A. At 12:05 p.m. Mr. Friesen read a motion for the Board to enter into an executive session for 10 minutes until 12:15 p.m. with County Counselor Patrick Hoffman, the subject matter to be county employee performance and the justification for the executive session is to discuss personnel matters of non-elected personnel, **Mr. Bogner seconded the motion.** The motion was approved by a vote of 5-0.

10B. At 12:20 p.m. Mr. Friesen read a motion for the Board to enter into an executive session for 10 minutes until 12:30 p.m. with County Administrator Randy Partington and Counselor Patrick Hoffman, the subject matter to be county employee performance and the justification for the executive session is to discuss personnel matters of non-elected personnel, **Mr. Whitesel seconded the motion.** The motion was approved by a vote of 5-0.

At 12:30 p.m. the agenda meeting adjourned until Wednesday, December 27th, 2023, at 9:00 a.m.

Approved:

Chair, Board of Reno County Commissioners

(ATTEST)

Reno County Clerk
cm

Date

December 27, 2023
Reno County Courthouse
Hutchinson, Kansas

The Board of Reno County Commissioners held an agenda session with Chairman Daniel Friesen, Commissioner Ron Hirst, Commissioner Randy Parks, Commissioner Don Bogner, and Commissioner John Whitesel, County Counselor Patrick Hoffman, County Administrator Randy Partington, and Minutes Clerk Cindy Martin, present.

The meeting began with the Pledge of Allegiance followed by a short sectarian prayer led by Pastor Steve Gill with Turon Community Church via phone.

There was one addition to the agenda for a five-minute executive session.

At 9:05 a.m. Mr. Friesen asked the County Counselor Patrick Hofman to read the motion; "I move the Board enter executive session until 9:15 a.m. with the county counselor, the subject matter to be county employee performance and the justification for the executive session is to discuss personnel matters of non-elected personnel". **Mr. Friesen moved, seconded by Mr. Parks,** to enter the executive session. The motion was approved by a 5-0 vote.

Mr. Hirst moved, seconded by Mr. Bogner, to approve the consent agenda consisting of items 6A through 6Q which includes the: **(6A)** Accounts Payable Ledger for claims payable on December 22, 2023, totaling \$361,722.15; Accounts Payable Ledger for claims payable on December 29, 2023, totaling \$499,487.35; **(6B)** approve BOCC minutes for November 8th, November 15th and November 22nd, 2023; **(6C)** approve resolution #2023-43; **A RESOLUTION ESTABLISHING A RENO COUNTY SEWER DISTRICT 1 (CEDARVIEW Lodge) reserve fund per K.S.A. 12-613o;** **(6D)** approve resolution #2023-44; **A RESOLUTION ESTABLISHING A RENO COUNTY SEWER DISTRICT 3/10 (BLUE SPRUCE) RESERVE FUND per K.S.A. 12-613o;** **(6E)** approve resolution #2023-45; **A RESOLUTION ESTABLISHING A RENO COUNTY SEWER DISTRICT 8 (HIGHLANDS) RESERVE FUND per K.S.A. 12-31o;** **(6F)** approve resolution #2023-46; **A RESOLUTION RENAMING RENO COUNTY SEWER DISTRICT 201 (YODER) REPLACEMENT FUND TO A "RESERVE" FUND per K.S.A. 12-631o;** **(6G)** approve resolution #2023-47; **A RESOLUTION RENAMING RENO COUNTY SEWER DISTRICT 202 (H.A.B.I.T.) REPLACEMENT FUND TO A "RESERVE" FUND per K.S.A. 12-631o;** **(6H)** approve resolution #2023-48; **A RESOLUTION ESTABLISHING A RENO COUNTY WATER DISTRICT 8 (HIGHLANDS) RESERVE FUND per K.S.A. 19-3516;** **(6I)** approve resolution #2023-49; **A RESOLUTION ESTABLISHING A RENO COUNTY WATER DISTRICT 101 (YODER) RESERVE FUND per K.S.A. 19-3516;** **(6J)** approve resolution #2023-50; **A RESOLUTION AUTHORIZING A TRANSFER OF ALL WATER DISTRICT AND SEWER DISTRICT GENERAL FUNDS TO THE WATER DISTRICT AND SEWER DISTRICT RESERVE FUNDS;** **(6K)** approve resolution #2023-51; **A RESOLUTION ESTABLISHING A RENO COUNTY SEWER DISTRICT 201-202 (YODER-H.A.B.I.T.) IMPROVEMENTS FUND per K.S.A. 19-27a01;** **(6L)** approve resolution #2023-52; **A RESOLUTION ESTABLISHING A RENO COUNTY WATER DISTRICT 101 (YODER) IMPROVEMENT FUND K.S.A. 19-3516;** **(6M)** approve resolution #2023-53; **A RESOLUTION ESTABLISHING A RENO COUNTY JDF BEHAVIORAL SERVICE GRANT FUND K.S.A. 12-16,111;** and resolution #2023-56; **A RESOLUTION ESTABLISHING A RENO COUNTY JUVENILE CORRECTIONS ADVISORY BOARD JCAB GRANT FUND per K.S.A. 12-16,111;** **(6N)** approve Reno County Community Corrections Diversion Policy; **(6O)** approve appointing Jamee L. Archer to the Reno County Council on Aging. The term would

begin on January 1, 2024, and end on December 31, 2026; **(6P)** approve appointment of Gordon Roth to a 3-year term on the Reno County Public Transportation; **(6Q)** approve County Administrator's Contact for 2024 as presented by staff.

Mr. Whitesel proposed to change the consent agenda item 6Q on page 2 item B from 60 to 90 days for notice to termination clause. **Mr. Whitesel moved** to change item B page 2 from 60 days to 90 days and accept the consent agenda with the amendment. The motion failed for lack of a second.

The motion for the consent agenda was approved by a roll call vote of 5-0.

7A. Bob Fee with Fee Insurance explained the 2024 Insurance buy-down and umbrella options. He went over the two percent per occurrence with wind and hail and the deductible. After a brief discussion, the Board decided by consensus not to support the options. They thanked Mr. Fee for the information.

7B. Mr. Partington stated this resolution would get rid of tax levies in 2024 and start user fees instead of tax statements. **Mr. Parks moved, seconded by Mr. Hirst, to approve resolution #2023-54; A RESOLUTION PROVIDING A SCHEDULE OF FEES IN CONNECTION WITH SEWER DISTRICTS #3 AND 10 (BLUE SPRUCE)** wastewater billing procedure effective January 1, 2024. The motion was approved by a roll call vote of 5-0.

7C. Public Works Director Don Brittain explained the reason for the re-appointments of these two citizens to serve another three-year term on the Planning Commission. He said 13 applications were received for consideration stating most serve three three-year terms and recommended approval of both members to serve again. Mr. Friesen stated the path of least resistance was to keep the leadership people in place. **Mr. Parks moved, seconded by Mr. Hirst,** for approval to re-appoint Russ Goertzen currently Chairman who would be serving his last term and Jack Martin currently Vice-Chairman who would be serving his second term to the Planning Commission as recommended by staff. The motion was approved by a roll call vote of 4-1 with Mr. Whitesel opposing. He stated he would have liked to speak to the other candidates before making appointments to the Planning Commission.

7D. County Counselor Patrick Hoffman briefly explained resolution **#2023-55; A DECLARATORY RESOLUTION OPPOSING THE**

FEDERAL GOVERNMENT'S "30 X 30" LAND PRESERVATION GOAL. The executive order by President Biden directed as a policy goal to conserve 30 percent of all U.S. Lands, freshwater, and U.S. oceans by year 2030. It was not currently funded, and no direct laws or policies had been created to implement it at this time. He stated many Kansas counties had passed resolutions to state their opposition to the policy.

He said this drafted resolution removed some of the political language found in similar resolutions and attempts to stick directly to the issue itself, which is that the Commissioners oppose the policy proposal due to the potential for federal interference with private property rights. The county could not tell the federal government what to do but instead could bring attention to the issue and maybe of note to elected officials. **Mr. Hirst moved, seconded by Mr. Bogner**, to approve the resolution as drafted by staff. The motion was approved by a roll call vote of 5-0.

8A. County Administrator Mr. Randy Partington inquired if there were questions on any monthly department reports, there were none. He stated the financial report was through November and revenues were above budgeted amounts, so we were in good shape. Mr. Friesen had a concern about the growing conversations around allocation of cash, (state, or county for depositors of \$250,000) maybe at risk. Mr. Partington said we had access to more banks in Reno County and municipal pools. Mr. Hoffman briefly explained idle funds.

9A. Mr. Bogner attended a meeting or two and holiday festivities. Merry Christmas to all.

On January 4th, Mr. Parks was going to attend the Conservation breakfast.

Mr. Hirst will also be attending the Conservation breakfast on January 4th and the district meeting on January 12th stating it was important to go. He spoke about the K-96 Corridor meeting at Haven Community Center with a couple of mayors and the Kansas Leadership program. He talked about people protesting taxes for school board bond issues, saying it was not a valid reason to protest suggesting they get in touch with the school board.

Mr. Whitesel spoke about the Reno County Central Republican Committee voting the replacement, Deputy Treasurer Richele

Calvert, for Treasurer Brenda Kowitz. He attended the Chamber meeting. He asked the public to be careful next week for New Year's Eve drinking and driving then wished all a Happy New Year.

Mr. Bogner will be attending the Conservation breakfast and asked for the message to go out about a possible quorum.

Mr. Friesen asked if Ms. Calvert could come and introduce herself to the Board to be officially congratulated at the next meeting. The appreciation party for the Treasurer Brenda Kowitz will be Friday, December 29th from 2-4 p.m. at the Annex Conference Room. He said she was not feeling well today to receive the plaque so they will present it to her on Friday. Presenting it on behalf of Reno County's gratitude for her years of service. He will not be available for the January 24th meeting, and neither will Mr. Hirst or Mr. Bogner, so they asked the Administrator to look at scheduling another date. Mr. Partington suggested moving it to the fifth meeting on January 31st, 2024.

At 10:10 a.m. the agenda meeting adjourned until Wednesday, January 10th, 2024, at 9:00 a.m.

Approved:

Chair, Board of Reno County Commissioners

(ATTEST)

Reno County Clerk
cm

Date



AGENDA ITEM

AGENDA ITEM #6.C

AGENDA DATE: January 31, 2024

PRESENTED BY: Jenna Fager, Deputy County Clerk

AGENDA TOPIC:

Set a date and time for County Canvass following the March 19th, 2024, Presidential Preference Primary Election

SUMMARY & BACKGROUND OF TOPIC:

Board of County Commissioners to set a date and time to canvass the March 19th, 2024 Presidential Preference Primary Election. The recommended canvassing date would be Wednesday, March 27th, 2024 at 8:00 am located at the Reno County Courthouse Annex Conference Room. The rules for the Presidential Preference Primary states the canvassing date must be conducted no later than 8 days following this election.

ALL OPTIONS:

Alternative date and time would be Tuesday, March 26th, 2024 at 9:00 am.

RECOMMENDATION / REQUEST:

Wednesday, March 27th, 2024 at 8:00 am

POLICY / FISCAL IMPACT:

No county fiscal impact.



AGENDA ITEM

AGENDA ITEM #6.D

AGENDA DATE: January 31, 2024

PRESENTED BY: Randy Partington, County Administrator

AGENDA TOPIC:
Professional Development of Staff Proposal

SUMMARY & BACKGROUND OF TOPIC:

Reno County leadership has been attending High Performing Organizations (HPO) for the past couple of years and discussed how to get the training to all employees of the organization. Personnel is the most important aspect of any organization and we feel that leadership development at all levels of the county are essential for us to be continually bettering the organization for the benefit of the taxpayers. The HPO training classes have three premises for today's leaders to help build our culture that includes the following.

- Understand the theories and practices that create a smart and sensitive organizational culture and its relationship to the organization's performance.
- Re-examine management beliefs and how organizational values relate to performance.
- Implement leadership philosophies and strategies to create a culture that inspires and enables employees to excel.

Since the end of 2021, Reno County has been working with the KU Public Management Center to help develop the county's core values, mission statement, and 3.5 day HPO training for 65 supervisory staff. When the leadership team that has gone through the HPO training, the common question is, how do we get all of our employees through this type of training. The KU Public Management Center has provided a proposal for us, knowing that we want all of our employees to attend an HPO training and that we also want a few of our staff members to become trainers. The purpose for us to have internal trainers is to continue to teach HPO for years to come with new employees and refresher sessions.

The proposal and memorandum of understanding (MOU) are attached for background information. The proposal has the maximum cost based on us having ten (10) 1.5-2 day HPO sessions to get through all of the estimated employees, along with a per train the trainer cost. The MOU is recommended for you to approve with a maximum cost, understanding we will only use the amount needed and will not hold more sessions than required to get all of our employees trained. Knowing that we have 65 employees who have already attended the training, it is likely that we can reduce the total number of trainings listed in the proposal.

ALL OPTIONS:

1. Approve and authorize the county administrator to sign the MOU with KU's Public Management

Center with an amount not to exceed \$170,300.

2. Deny the proposal.

RECOMMENDATION / REQUEST:

Authorize the county administrator to sign the Memorandum of Understanding with KU's Public Management Center.

POLICY / FISCAL IMPACT:

Funds for the training will come out of budgeted areas in the general fund from 2024 and possibly 2025 budgets. This is an initial investment in the betterment of Reno County's organizational culture. The county will be billed per session used.

University of Kansas Service Agreement
(KU Public Management Center)

KU Contact/Project Leader: Jenny Mehmedovic

Phone: 785-864-7029

KU Department Name: Public Management Center

Client/Company Name: Reno County, Kansas

Billing Address: 206 W 1st Avenue, Hutchinson, KS 67501

Client Contact Person: Randy Partington

Client Telephone: 620-694-2929 Client Email: randy.partington@renogov.org

This Service Agreement ("Agreement"), effective as of the last date of signature ("Effective Date"), is made and entered into by and between the University of Kansas ("KU") and Reno County, an agency having its principal place of business at 206 W 1st Avenue, Hutchinson, KS 67501("Client").

WHEREAS, KU has developed research and analysis expertise and related technologies, equipment, or facilities in the area of Creating a Culture for High Performance (HPO) ("Services"); and

WHEREAS, Client desires specialized assistance requiring such Services; and

WHEREAS, said Services are available on a limited basis from KU; and

WHEREAS, the Services contemplated by this Agreement are of mutual interest and benefit to KU and Client and will further the instructional, research, and public service mission of KU and may provide benefits for both KU and Client through the advancement of knowledge;

NOW THEREFORE, the parties agree as follows:

Terms & Conditions

- 1. DESCRIPTION OF WORK:** KU will provide the Services specifically identified in the Statement of Work (SOW) attached hereto as Attachment A. All work carried out under this agreement shall be subject to and contingent upon any required regulatory approvals. All changes in the SOW will be documented and approved by the parties prior to initiation. In the event of a conflict between the SOW and this Agreement, this Agreement shall control unless the SOW expressly states that it is intended to modify the terms of this Agreement.
- 2. PROJECT LEADER: PROJECT DIRECTOR:** Jenny Mehmedovic (KU Public Management Center) will be the Project Director on behalf of KU. In the event the Project Director is for any reason unable to continue oversight of the work under the SOW, the parties may select a mutually acceptable substitute or terminate this Agreement.
- 3. PAYMENT:** The fee(s) to be paid by Client are outlined in Attachment B. Payments will be invoiced in accordance with the Payment Schedule set forth in Attachment B. Payments will be due upon receipt of invoice with checks made payable and delivered to KU Public Management Center. KU reserves the right to suspend services if invoices are not paid timely, in which event KU will not be liable for any resulting loss, damage or expense connected with such suspension. Client shall pay each invoice within thirty (30) days of receipt of invoice.
- 4. EQUIPMENT, TOOLS, MATERIALS, and SUPPLIES:** All equipment, tools, materials, supplies or other property acquired by KU for the conduct of this SOW will become the property of the KU.
- 5. REPORTS** Any results or reports specified in the SOW will be provided to Client.
- 6. PUBLICATION:** KU may publish and/or present results of the SOW or new scientific information regarding the services to be performed under this agreement. If the publication or presentation contains client specific information, KU will provide Client with copies of the proposed publication or presentation and Client will have thirty (30) days after receipt to object because the publication or presentation contains Confidential Information or patentable subject matter. KU will remove any Confidential Information and at the Clients option we will not identify client in any research reports and will refrain from publication/presentation for a period not to exceed ninety (90) days.
- 7. INTELLECTUAL PROPERTY:** Intellectual Property. University of Kansas owns the copyrights, trademarks, and related intellectual property covered under this agreement (IP). This Agreement does not convey any exclusive rights, title or interest in or to IP to the Client. The Client shall not take any action that would limit or restrict access to the materials by other individuals or clients or otherwise adversely affect the proprietary nature of the IP. IP includes, but is not limited to the following: Any existing and/or future developed reporting; any existing and/or future developed professional development materials; any existing and/or future developed technical documents and research reports; any existing and/or future developed curriculum, research, copyrighted materials developed or owned by University of Kansas. Except as expressly provided in the SOW, no part of the Services work product may be copied, reproduced, republished, uploaded, posted, publicly displayed, encoded, translated, transmitted, or distributed in any way to any other computer, server, web site, or other medium for publication or distribution or for any commercial purpose without prior express written consent beyond a license granted for use by Client in connection with the Services rendered.
- 8. NON-EXCLUSIVE:** This Agreement is non-exclusive and nothing in the Agreement shall be construed to limit the freedom of KU personnel, whether paid under this Agreement or not, to engage in similar inquiries or work independently or under other grants, contracts or agreements with parties other than Client.
- 9. DISCLAIMER OF WARRANTY:** KU disclaims all warranties including all implied warranties of merchantability and fitness for a particular purpose. KU shall not be liable to Client for any direct, indirect, consequential, special, punitive or other damages arising from or related to this Agreement.
- 10. INDEMNIFICATION:** Client agrees to indemnify and hold the University of Kansas, the Kansas Board of Regents, and each of their officers, agents and employees harmless from any and all liability, loss, damage, or injuries as the result of claims, demands, costs or judgments against them, including attorney fees, arising out of or in connection with the activities to be carried out pursuant to this Agreement, or the use, design, manufacture, or distribution of the system, process, or product that is the subject matter of this Agreement and SOW.
- 11. CLIENT'S CONFIDENTIAL INFORMATION:** "Confidential

Information" is defined as business information, strategies, technical data, information, trade secrets and/or other proprietary information of the Client relating to the product or process that is a part of the SOW that is not disclosed to the public in the ordinary course of business and is marked as "Confidential Information." KU will not use said Confidential Information, except for the purpose of performing its obligation under this Agreement, and will not disclose to 3rd parties said Confidential Information except upon written permission of the Client or where otherwise required by law. Client is and shall remain the owner of said Confidential Information and upon completion of the SOW, KU will return Confidential Information to Client, except that KU may retain one copy thereof for archival purposes. The provisions relating to confidentiality will remain in effect for three (3) years from the date of termination of this Agreement. KU's obligations relating to "Confidential Information" shall not extend to information: which is required by law to be disclosed; which is in or comes into the public domain from a source other than KU; which was independently known or developed by KU or already possessed by KU at the time of disclosure; and/or which came from a third party source not under obligation to the Client to maintain confidentiality thereof.

- 12. **INDEPENDENT CONTRACTOR:** For the purposes of the Service Agreement, the Client and KU are independent contractors and neither is an employee of the other. Nothing contained herein shall be construed or implied to create any agency or partnership between the parties and neither party is authorized to act as agent for the other for any purpose.
- 13. **PUBLICITY:** Neither party will use the name of the other party in any publicity, advertising or news release without the prior written approval of the other party. Client will not state or imply that the University of Kansas has endorsed or approved any products or process.
- 14. **TERM:** The term of this Agreement shall be begin on March 1, 2024 and end on March 1, 2025.
- 15. **TERMINATION:** This Agreement may be terminated in whole or in part for any reason by either KU or Client upon thirty (30) days written notice to the other party. If Client terminates this Agreement, Client shall, within (30) days after the effective date

of said termination, pay to KU: 1) the amount due at the time of termination for services actually performed prior to termination, provided that KU shall cease providing services immediately upon receipt of notice of termination from Client; and 2) for costs incurred by KU specifically to perform services that are committed, cannot be canceled, or are properly documented and cannot be salvaged or offset, if any, provided that KU shall use commercially reasonable efforts to minimize such costs. KU reserves the right to cancel or re-schedule for its convenience any training listed in the SOW which has failed to meet the minimum number of participants for the training(s) by the 5th day prior to the training date.

- 16. **EXPORT CONTROL:** KU will not accept export-controlled materials or technical information under the Service Agreement. Client warrants that materials and technical information provided to KU are not subject to US Export Control Laws.
- 17. **GOVERNING LAW:** This Agreement shall be interpreted in accordance with, and governed by, the laws of the State of Kansas. The forum for any proceeding or suit arising from or incident to this Agreement shall be located in the State of Kansas.
- 18. **SEVERABILITY:** If any clause, provision or section of this Agreement is held to be illegal or invalid by any court, the invalidity of such clause, provision or section shall not affect any of the remaining clauses, provisions or sections hereof and this Agreement shall be construed and enforced as if such illegal or invalid clause, provision or section had not been contained herein.
- 19. **GENERAL:** This Agreement contains the entire agreement between the parties with respect to the subject hereof. If Client issues a purchase order to initiate the work, the terms of this Agreement supersede the terms of the purchase order. Modifications to the terms of the Agreement are not valid unless made in writing and signed by authorized representatives of both parties. This Agreement may not be assigned by Client in whole or in part without the prior written permission of the parties.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed by their duly authorized representatives, effective as of the day and year first written above.

For Board of County Commissioners of Reno County, KS

For University of Kansas, acting through its
KU Public Management Center

Signature Date

Marilu Goodyear Jan 26, 2024

Signature Date

Name: _____

Name: Marilu Goodyear

Title: _____

Title: Interim Director, School of Public Affairs and Administration

ATTACHMENT A
STATEMENT OF WORK (SOW)

ATTACHMENT B
PAYMENT SCHEDULE

1. **KU Fee:** Reno County, Kansas agrees to pay the University of Kansas \$170,300 for Services performed under this Agreement.
2. **Expenses:** No additional expenses
3. **Invoicing:** Invoices shall be emailed to the following individuals:

Reno County
ATTN: Randy Partington
Email: randy.partington@renogov.org

4. **Payment Terms:** Within thirty (30) days of receipt of the invoice, Reno County, Kansas shall submit payment as follow:
 - a. Payment shall be made payable to:
KU Public Management Center
Memo Reference: High Performing Organizations Training
 - b. Payment shall be submitted to:
1445 Jayhawk Boulevard
Wescoe Hall, Room 4060
Lawrence, KS 66045



Attachment A

Reno County, Kansas

**Proposal for All-Staff Training Workshops:
Creating a High Performing Organization at All
Levels**

December 15, 2023

KU THE UNIVERSITY OF
KANSAS **Public Management Center**

Public service lies at the heart of democracy.



REVISED

December 15, 2023

Randy Partington
County Administrator
Reno County, Kansas

Dear Mr. Partington,

The KU Public Management Center (PMC) is pleased to provide this proposal to facilitate a series of workshops starting as early as [March 2024](#) to introduce the concepts, philosophies, and practices necessary in building a culture of high performance for ALL employees throughout the Reno County organization. This follows a previous engagement completed in June 2023 with only the members of the Reno County leadership team. The proposed engagement also includes a Train the Trainer model for employees selected by Reno County to serve as future HPO Trainers for the County [and participation in the HPO Community of Practice](#).

I would be happy to provide additional information or answer any questions you might have about the PMC and/or our proposal. You may contact me at jmehmedo@ku.edu.

Sincerely,

A handwritten signature in black ink, appearing to read "J.M.", with a stylized flourish at the end.

Jenny Mehmedovic
Assistant Director for Consulting Services
KU Public Management Center
School of Public Affairs and Administration

Project Approach

This proposal follows a previous engagement completed in June 2023 wherein the Public Management Center presented the concepts of High Performing Organizations to the Reno County leadership team. This proposal focuses on the implementation of HPO throughout the organization and proposes a partnership model to implement a 1.5 day or 2-day version of HPO specifically designed for all organization employees.

A partnership will be formed between the Public Management Center and Reno County to implement HPO with substantial feedback from the Reno County leadership team. The following steps are proposed.

1. Focus groups will be held with the Reno County employees who have previously been educated in HPO principles to determine the key content elements which they found most valuable. This information will be incorporated into the planning for the all-employee workshops.
2. A workshop will be designed with all employees in mind based on the data received in the focus groups and the prior experience of the PMC with the HPO offering. The workshop will include the following:
 - a. A self-awareness assessment (Emergenetics) incorporated throughout the workshop.
 - b. Interactive exercises and case studies to illustrate the concepts.
 - c. Content that includes the key elements of HPO required to gain employee understanding.
3. The workshop will be delivered to all 400 employees over a calendar year period, to be accomplished in 10 separate groups of 40 employees. Employees will be asked to participate in three assessment surveys about their experience (for example one the day of the training, one the month after their training, and one after three months). We request that Reno County leadership encourage employees to participate in these assessments.
4. Before the first workshop, five or six Reno County employees will be identified as “Train the Trainer” candidates. The PMC will assist in defining the attributes desired in these employees. These employees will attend the first workshop and will be asked to observe 2-3 other workshops and participate in two specialized training sessions. Train the Trainers will focus their education on specific HPO concepts. If the County desires these employees to be trained in the use of Emergenetics the PMC can connect the County with the authorized Emergenetics training provider.

5. Reno County leaders and Train the Trainer employees will be invited to participate in the forming Community of Practice. The fee for the Community of Practice participation is still being formulated.

For your convenience we have included additional information about Emergenetics and HPO in the Appendix.

Project Team

Instructors will be drawn from the KU Public Management Center team. Two instructors will be used for each of the days.

Mary Biere brings twenty years of experience in county government, most recently with Johnson County, Kansas. She is an effective human resources/organizational development professional with a successful record of developing and implementing initiatives to improve individual, group and organizational performance. She played a key role in implementation of HPO in Johnson County. She has an MA in HRM from Webster University.

Marilyn Goodyear, Interim Director of the Public Management Center. Dr. Goodyear holds a PhD in Public Administration from the University of Colorado and an MPA from the Truman School at the University of Missouri-Columbia. She has over thirty years of experience in senior leadership in information technology, program development, program evaluation, and performance management. Her research focuses on organizational change.

Don Jarrett has a long career in public service and local government, serving as the chief legal counsel for Johnson County, Kansas government for 35 years before retiring in 2020. Don has taught classes at Johnson County Community College, has assisted in teaching classes as a guest lecturer at the University of Kansas, has presented CLE programs for the Kansas Association of Counties and the Kansas Bar Association, and has been on the faculty for Leadership Programs at the Weldon Cooper Center for Public Service at the University of Virginia. He is a graduate of the University of Kansas and its School of Law, where he served on the Law Review.

Jenny Mehmedovic, Assistant Director for Consulting Services, will be the primary contact and lead designer for the training planning process. Jenny holds an MBA from the University of Kansas. She is an experienced facilitator with more than 10 years of experience in higher education in faculty development, coaching, mentoring, and academic department strategic

planning. Her expertise focuses on strategic planning, team building, and process improvement. She has been an active participant in KU's DEIB efforts over the last few years.

Mark Terry brings more than 35 years of executive experience in high performance organizations spanning private and public sectors, with specialty areas including leadership, emergency medical services, operations management, education, training, and competency verification. Mark has a Master's in Public Administration from the University of Kansas.

Alex Terwilliger, Associate Director of the Public Management Center, has served in positions across public and private sectors and include Small Business Relationship Manager at Paychex, Associate Director of Student Services at the University of Kansas Edwards Campus, Leavenworth Student Manager at the University of Kansas Leavenworth Instructional Site, Student Success Manager at Metropolitan Community College Kansas City, and Faculty / Course Coordinator at Northern Arizona University. Alex has a passion for process improvement, organizational efficiency, and service to others. Alex holds an MBA and is a Certified Public Manager.

Hannes Zacharias, the current Robert A. Kip, Professor of Practice in Public Administration at the KU School of Public Affairs and Administration (SPAA). He has more than 40 years of experience in city and county government. Most recently, Hannes was county manager for Johnson County, Kansas, where he led a work force of nearly 4,000 employees across 30 department and managed a budget of more than \$1.1 billion and was the driving force behind the County's journey to high performance. Hannes graduated from Wichita State University with an undergraduate degree in Biology and has an MPA from the University of Kansas.

Additional instructors may also be used.

Fee Estimate

These items are provided at no cost to client:

- Focus groups held on site with previous participants to determine most valuable key concepts.
- Subsequent curriculum development to create a 1.5 to 2 day version of the workshop.

The fee – inclusive of all expenses – for up to 40 participants in each of 10 sessions with two instructors is as follows.

10 Workshop Sessions:

Each session has a capacity of 40 employees.

Session 1:	\$14,030	
Session 2:	\$14,030	[Train the Trainer observation & shadowing would begin here.]
Session 3:	\$14,030	
Session 4:	\$14,030	
Session 5:	\$14,030	
Session 6:	\$14,030	
Session 7:	\$14,030	
Session 8:	\$14,030	
Session 9:	\$14,030	
Session 10:	\$14,030	

Cost for 10 sessions: \$140,300

The County would be invoiced **ten times** – once upon the completion of each of the ten sessions.

Train the Trainer:

Employees selected to become Trainers are expected to engage in the following activities, for the additional costs outlined below:

- These employees will attend the first workshop and will be asked to observe 2-3 other workshops and participate in two specialized training sessions. Train the Trainers will focus their education on specific HPO concepts. Each Trainer observes, shadows & partners, and then instructs specific topic segments with guidance and observation from KU PMC Instructors.

Cost: This training will be provided at a cost of \$5,000 per Trainer.

Cost for 5 Trainers: \$25,000

Cost for 6 Trainers: \$30,000

The County would be invoiced separately for the Train the Trainer portion of the contract.

Logistics:

The fee assumes that Reno County will be responsible for:

- Space that will allow participants to sit comfortably at round tables or “pods” that have five or six participants as well as space for breakout discussions

- AV equipment that includes a computer, projector, screen, and audio capabilities
- Copies of materials for the workshop (electronic files that would be provided by the PMC)
- Desired refreshments

Optional Services

Community of Practice: An opportunity to join in a peer support network with leaders from other communities also engaged in the work of creating high performing organizations. This group will meet periodically and will be facilitated by one or more PMC HPO instructors.

Cost: This is a new offering for the PMC and an estimate is not yet available.

Daylong Follow up Workshops: The Public Management Center can work with any single department or group of employees to further this learning and the journey to high performance. Multiple daylong workshops for specific groups can be arranged as needed to meet the needs of the County.

Cost: Each daylong workshop with one instructor is \$2,210.

Project Schedule

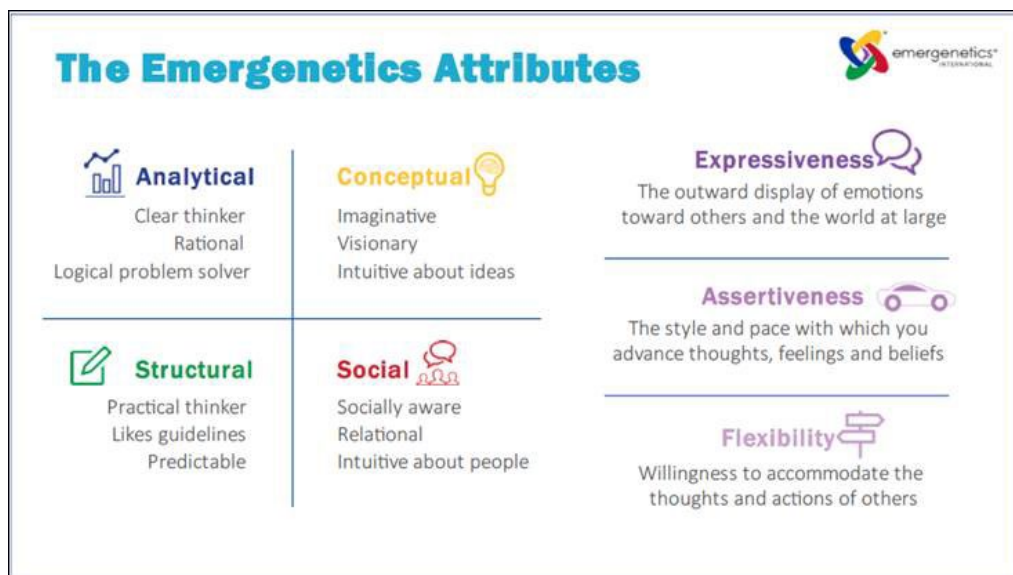
Each of the ten 1.5 to 2 day sessions will be scheduled at times mutually agreeable to Reno County and the KU Public Management Center team.

This work is anticipated to start as early as March 2024 and be completed within 12 months of the starting date.

Appendix I

Emergenetics: Better Communication for Higher Performance

Before diving into material focused on creating a culture for high performance, we will facilitate participants developing knowledge about themselves using an Emergenetics assessment. This fosters not only self-awareness of how we think and behave, but also how others do. By having a common understanding of how we communicate, we increase trust and ultimately drive performance. The graphic below illustrates the four thinking preferences and three behavioral attributes measured by Emergenetics.



Creating a Culture for High Performance

Employee engagement and performance are significantly affected by the culture of the work environment. That culture is a result of the beliefs and practices used to lead and manage the organization.

Creating a culture for high performance is imperative. It demands a shift in thinking about how work gets done in organizations. It cannot be commanded. It must be grown and developed, evolving the existing organization into a higher performing one and norming the habit of continuous, constant improvement.

In the early 1990s, Robert Matson and John Pickering, as a part of their work on executive leadership, developed a strategic model for such organizational performance and change.

Organizational performance is directly derived from the organization's strategies, structures, and systems, which are designed to manage and control performance. They are intended to ensure consistent and predictable production and performance. However, they are quite resistant to change, innovation, and continuous improvement – the elements we need for higher performance.

The premise of the three-day workshop will be that today's leaders must: 1) understand the theories and practices that create a smart and sensitive organizational culture and its relationship to the organization's performance; 2) re-examine their management beliefs and how organizational values relate to performance; and 3) implement leadership philosophies and strategies to create a culture that inspires and enables employees to excel.

We will illustrate how the cultural side of the organization is the place where higher performance is created, that the work of leadership is too often overlooked, that what we believe, what we do, and how and where we do it all matter. The workshop format will blend material presentation, opportunity for introspection around individual beliefs and characteristics, and group discussion regarding the latest thinking in public sector and adaptive leadership.

The curriculum will include elements of the following:

1. Elements of high-performance principles
2. The essence of public sector leadership
3. An overview of organizational management systems
4. Leadership philosophies
5. Awareness of diversity and diverse perspectives
6. Collaboration, teamwork, trust, and psychological safety
7. Listening and personal connection
8. Adaptive leadership
9. Change agencies
10. Parallel organizations
11. Leadership practices



AGENDA ITEM

AGENDA ITEM #6.E

AGENDA DATE: January 31, 2024

PRESENTED BY: Darrian Campbell, Sheriff and Randy Partington, County Administrator

AGENDA TOPIC:
Sheriff's Shooting Range Agreement with Hutton Construction

SUMMARY & BACKGROUND OF TOPIC:

The Sheriff's Office and Hutton Construction have been working on details for phase 1 of the commission approved shooting range at the county's landfill. In July 2022, the county commission authorized moving forward on phase 1 with an amount not to exceed \$600,000. Hutton Construction and the Sheriff's Office have had conversations to formalize the details and look over the lowest bids given to Hutton by sub-contractors.

Hutton Construction has proposed an agreement to formally begin phase 1 with a guaranteed maximum price of \$507,760. Attached is an overview of phase 1 with costs and the proposed agreement of a maximum price.

ALL OPTIONS:

1. Agree to the project as recommended and authorize the county administrator to sign the construction management agreement.
2. Deny the project
3. Table the item to a future meeting.

RECOMMENDATION / REQUEST:

Agree to the project as recommended and authorize the county administrator to sign the construction management agreement.

POLICY / FISCAL IMPACT:

The costs for this phase of the shooting range project will come out of Fund 099 (CIP Reserve Fund) with no impact on the county's operating budget.



Mr. Darrian Campbell
Reno County Sheriff
206 W 1st St.
Hutchinson, KS 67501

January 10th, 2024

RE: Reno County Sheriff's Department Firing Range Proposal

Hutton is pleased to provide a proposal for the construction of the Reno County Sheriff's Firing Range per drawings by Hutton dated 12/08/23 and the following scope:

- 110' x 125' x 4" concrete area for shooting range with painted yardage lines.
- Foundations for 110' x 25' open air canopy with 5' shooting stations.
- Canopy and tower structure and roof.
- Roofing to be standing seam metal.
- Stairs, railings, and platform for tower section in the center.
- Framing and sheathing of underside of canopy.
- Painting of soffit and exposed steel.
- Sidewalks to firing pad.
- Electrical includes:
 - Underground service to sight with pad mounted transformer
 - 100-amp panel
 - Lighting under soffit, power outlets, and flood lights for firing pad
 - Siren lights
 - Trenching and backfill provided by Reno County.
- Supervision for the project
- Layout and inspections
- Trash removal and cleanup
- Insurance

Cost of above is \$ \$488,940

Alternate for 50' x 50' tower slab and walkway: ADD \$19,820

Exclusions

Earthwork
Trenching and backfill of electrical trenches
Sales tax

LEAD. INSPIRE. RESPECT. CONSTRUCT.

WICHITA, KANSAS • 316.942.8855 • HUTTONBUILDS.COM

Plan review and permit cost (Don't think there are any)
Every Fees - (Might be around \$5,000) They will tell us after
engineering is complete.

Hutton looks forward to working with you on this project. Please call if you
have any questions.

Sincerely,

A handwritten signature in black ink that reads "Jim Costello". The signature is fluid and cursive, with a long horizontal stroke extending from the end of the name.

Jim Costello

VP

LEAD. INSPIRE. RESPECT. CONSTRUCT.

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**CONSTRUCTION MANAGEMENT AGREEMENT
BETWEEN OWNER AND CONTRACTOR
Where the basis of payment is the Cost of the Work plus Fee
with a Guaranteed Maximum Price**

This Agreement is made this 31st day of January, 2024 by and between

OWNER: Reno County
206 W. 1st St.
Hutchinson, KS 67501

and

CONTRACTOR:

Hutton Construction Corporation
2229 S. West Street
Wichita, Kansas 67212

PROJECT:

1. **THE WORK** Contractor shall furnish construction services including administration and management services and use diligent efforts to perform the Work in an expeditious manner. Contractor shall provide all labor, materials, equipment and services necessary to complete the Work as described in Exhibit A in accordance with the schedule attached as Exhibit B.
2. **GUARANTEED MAXIMUM PRICE** When sufficient information is available, Contractor shall prepare a Guaranteed Maximum Price (GMP) proposal for the Owner's review and acceptance. The proposal shall include a written statement including the drawings and specifications, assumptions and clarifications, and other data and information upon which Contractor based the GMP. The GMP shall be the sum of the Contractor's estimate of the Cost of the Work including any contingencies, plus the Contractor's Fee plus any changes agreed to by both Owner and Contractor. Owner and Contractor agree that the Guaranteed Maximum Price is the amount that the Contract Sum shall not exceed.
3. **CONTRACT SUM** The Contract Sum is guaranteed by the Contractor not to exceed Five Hundred and Seven Thousand, Seven Hundred and Sixty Dollars. (\$_507,760_) subject to additions and deductions by Change Order as provided in this Agreement. All project savings will accrue to the Owner.
4. **CONTRACTOR'S RESPONSIBILITIES** Contractor shall be responsible for supervision and coordination of the Work, including the construction means, methods, techniques, sequences and procedures utilized. Contractor shall also be responsible for the following:

4.1 PERMITS; TAXES Except for permits and fees that are the responsibility of the Owner, Contractor shall obtain and pay for all necessary permits and licenses. Contractor shall pay all applicable taxes. Project is Sales Tax exempt.

4.2 WARRANTY The Work shall be constructed in a good and workmanlike manner. All materials and equipment shall be new unless otherwise specified, of good quality and free from defective workmanship and materials. Contractor's warranty does not include defects or damages caused by normal wear and tear or improper operation or insufficient maintenance. If, within one year after the date of Substantial Completion of the Work, any portion of the Work is found to have been improperly constructed, Contractor shall promptly correct such Work at its own cost.

4.3 HAZARDOUS MATERIALS Contractor shall not be obligated to commence or continue work until any Hazardous Material discovered at the Worksite has been removed, or rendered or determined to be harmless by Owner.

4.4 SITE CONDITIONS If the conditions at the Worksite are (a) materially different from those indicated in the Contract Documents, or (b) unusual or of an unknown physical conditions which are different from conditions ordinarily encountered and generally recognized as inherent in Work provided for herein, Contractor shall stop Work and give immediate written notice of the condition to Owner. Contractor shall not be required to perform any work relating to such condition without the written mutual agreement of the Parties.

4.5 CLEANING UP Contractor shall regularly remove debris and waste materials at the Worksite resulting from the Work. At the completion of the Work, Contractor shall remove from the Worksite all construction equipment, tools, surplus materials, waste materials and debris.

5 OWNER'S RESPONSIBILITIES Information or services to be provided by Owner shall be provided in a timely manner.

5.1 WORKSITE INFORMATION Owner shall provide the following:

5.1.1 Information describing the physical characteristics of the site, including surveys, site evaluations, legal descriptions, data or drawings depicting conditions, subsurface and environmental studies, reports and investigations;

5.1.2 tests, inspections and other reports pertaining to environmental matters, hazardous materials and other existing conditions, including structural, mechanical and chemical tests; or any other information or services requested by Contractor that are relevant to Contractor's performance of the Work.

5.2 BUILDING PERMIT, FEES AND APPROVALS Except for those required of Contractor pursuant to this Agreement, Owner shall secure and pay for all other permits, approvals, easements, assessments and fees required for the development, use or occupancy of permanent structures or for permanent changes in existing facilities. No building permit is required.

6 CONTRACT TIME

6.1 DATE OF COMMENCEMENT The date of commencement is the date of this Agreement or as may be set in a Notice to Proceed.

6.2 TIME Substantial Completion of the Work shall be achieved in Two Hundred (200) calendar days from the date of commencement, subject to adjustment as provided for herein. Time limits stated herein are of the essence.

6.3 DELAYS AND EXTENSIONS OF TIME If the Contractor is delayed at any time in the commencement or progress of the Work by any reasonable cause beyond the control of the Contractor, and are deemed extreme by owner and Contractor, the Contractor shall be entitled to an equitable extension of the Contract Time.

6.4 COMPENSATION FOR DELAY In addition, if the Contractor incurs additional costs as a result of a delay that is caused by acts or omissions of the Owner, changes in the Work or the sequencing of the Work ordered by the Owner, or arising from decisions of the Owner that impact the time of performance of the Work, encountering Hazardous Materials, or concealed or unknown conditions, or delay authorized by the Owner pending dispute resolution, the Contractor shall be entitled to an equitable adjustment in the Contract Price.

7. CHANGES

7.1 CHANGES ALLOWED Contractor may request and/or Owner may order changes in the Work or the timing or sequencing of performance of the Work that impacts the Contract Price or the Contract Time. All such changes in the Work that affect Contract Time or Contract Price shall be formalized in a Change Order.

7.2 PERFORMANCE OF CHANGED WORK Contractor shall not be obligated to perform Changed Work until a Change Order has been executed by Owner and Contractor.

8. PAYMENT

8.2 PROGRESS PAYMENTS Contractor shall submit to Owner a monthly application for payment no later than the 15th _____ day of the month for the preceding thirty (30) Days. Contractor's applications for payment shall be itemized and supported by Contractor's schedule of values and any other substantiating data reasonably requested by Owner. Payment applications shall include payment requests on account of properly authorized Change Orders. Owner shall pay the amount otherwise due on any payment application, less any retainage as set forth below, no later than thirty (10) Days after Contractor has submitted a complete and accurate payment application.

8.3 RETAINAGE from each progress payment made prior to Substantial Completion Owner may retain Five _____ percent (5____%) of the amount otherwise due.

8.4 SUBSTANTIAL COMPLETION When Substantial Completion of the Work or a designated portion thereof is achieved, Contractor shall prepare a Certificate of

Substantial Completion that shall establish the date of Substantial Completion, and the respective responsibilities of Owner and Contractor for interim items such as security, maintenance, utilities, insurance and damage to the Work, and fixing the time for completion of all items on the list accompanying the Certificate. Warranties required by the Contract Documents shall commence on the date of Substantial Completion of the Work or a designated portion. Upon receipt by Owner of the Certificate of Substantial Completion, Owner shall pay to Contractor the remaining retainage held by Owner for the Work described in the Certificate of Substantial Completion less a sum equal to the estimated cost of completing or correcting remaining items on the part of the Work, as agreed to by Owner and Contractor.

8.5 FINAL COMPLETION When final completion has been achieved, Contractor shall prepare for Owner's acceptance a final application for payment stating that to the best of Contractor's knowledge, the Work has reached final completion in accordance with the Contract Documents. Final payment of any balance of the Contract Price shall be made to Contractor within thirty (30) Days after Contractor has submitted to the Owner a complete and accurate application for final payment.

8.6 LATE PAYMENT Payments due but unpaid shall bear interest from the date payment is due at the prime rate prevailing at the place of the Project.

9. INDEMNITY

9.1 To the fullest extent permitted by law, Contractor shall indemnify and hold harmless the Owner, Owner's officers, directors, members, consultants, agents and employees (the Indemnitees) from all claims for bodily injury and property damage, other than to the Work itself, including reasonable attorneys' fees, costs and expenses, that may arise from the performance of the Work to the extent caused by the negligent acts or omissions of the Contractor, subcontractors or anyone employed directly or indirectly by any of them or by anyone for whose acts any of them may be liable. The Owner shall be entitled to reimbursement of any defense costs paid above Owner's percentage of liability for the underlying claim to the extent provided under Paragraph 9.2.

9.2 To the fullest extent permitted by law, Owner shall indemnify and hold harmless Contractor, its officers, directors, or members, subcontractors or anyone employed directly or indirectly by any of them or anyone for whose acts any of them may be liable from all claims for bodily injury and property damage, other than property insured under Paragraph 9.3, including reasonable attorneys' fees, costs and expenses, that may arise from the performance of work by Owner, or others retained by Owner, but only to the extent of the negligent acts or omissions of the Owner, or others retained by Owner. The Contractor shall be entitled to reimbursement of any defense costs paid above Contractor's percentage of liability for the underlying claim to the extent provided under Paragraph 9.1.

10. INSURANCE

10.1 Prior to the start of the Work, the Contractor shall procure and maintain in force Workers Compensation Insurance, Employers' Liability Insurance, Automobile Liability Insurance, and Commercial General Liability Insurance (CGL). The CGL policy shall include coverage for liability arising from premises, operations, independent contractors, products-completed operations, personal injury and

advertising injury, contractual liability, and broad form property damage. If requested, the Contractor shall provide the Owner with certificates of the insurance coverage required. The required policies shall be written with at least the following limits of liability:

Workers' Compensation - Statutory Employers' Liability
\$500,000/\$500,000/\$500,000

Automobile Liability Insurance
\$1,000,000/\$2,000,000

Commercial General Liability Insurance
\$1,000,000/\$2,000,000

10.2 POLICY PROVISIONS All policies of insurance required under this Agreement shall contain a provision that the coverage afforded under the policies shall not be cancelled or allowed to expire until at least thirty (30) Days' prior written notice has been given to the other Party. The Contractor shall maintain completed operations liability insurance for one year after Substantial Completion of the Project. Prior to commencement of the Work, both Parties shall furnish the other Party with certificates evidencing the required coverage.

10.3 PROPERTY INSURANCE Owner shall obtain and maintain Builders' Risk Policy upon the entire Project for the entire duration of the construction work in an amount not less than the full replacement cost. This insurance shall also name the Contractor as a named insured. The Owner shall be responsible for any deductible amounts. This policy shall provide for a waiver of subrogation in favor of the Contractor, Subcontractors, Sub-subcontractors and Material Suppliers. Owner and Contractor waive all rights against each other and their respective employees, agents, contractors, subcontractors and sub-subcontractors for damages caused by risks covered by the property insurance except such rights as they may have to the proceeds of the insurance.

10.4 LOSS OF USE INSURANCE If during the Project construction period the Owner insures properties, real or personal or both, at or adjacent to the site by property insurance under policies separate from those insuring the Project, the Owner shall waive all rights in accordance with the terms of Section 10.5 for damages caused by fire or other causes of loss covered by this separate property insurance. All separate policies shall provide this waiver of subrogation by endorsement or otherwise.

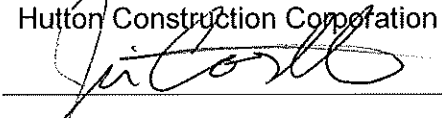
10.5 WAIVERS OF SUBROGATION The Owner and Contractor waive all rights against each other and their respective employees, agents, contractors, subcontractors and sub-subcontractors for damages caused by fire or other causes of loss to the extent covered by property insurance obtained pursuant to this Agreement. The Owner or Contractor, as appropriate, shall require of those for whom each is responsible relative to this Agreement, similar waivers each in favor of other parties enumerated herein. The policies shall provide waivers of subrogation by endorsement or otherwise.

11. DISPUTE RESOLUTION All disputed claims, events of default or other controversies arising out of or relating to this Agreement shall initially, prior to the commencement of legal proceedings, be submitted to a Senior Officer (as defined below) from each party for resolution by mutual agreement between said officers. Any written mutual agreement signed by the Senior Officers shall be final and binding upon the parties. For the purposes of this Section, the term "Senior Officer" shall mean, with respect to the Contractor, the Contractor's chief executive officer, president, chief financial officer or any vice president, and with respect to the Owner, the chief executive officer, president, chief financial officer or any vice president. In the event the parties do not resolve the Dispute through the above process, both parties shall be entitled to avail themselves of any rights or remedies set forth in the Agreement or as otherwise provided by law. The prevailing party in any judicial proceedings shall be reimbursed by the other party for all costs, expenses, and charges, including, without limitation, reasonable attorneys' fees, and court costs, incurred by such prevailing party.

12. ASSIGNMENT Neither Owner nor Contractor shall assign its interest in this Agreement without the written consent of the other.

13. GOVERNING LAW This Agreement shall be governed by the laws of the State of Kansas.

OWNER: _____
BY: _____
NAME: _____
TITLE: _____

OWNER: Hutton Construction Corporation
BY: 
NAME: Jim Costello
TITLE: Vice President



AGENDA ITEM

AGENDA ITEM #6.F

AGENDA DATE: January 31, 2024

PRESENTED BY: Don Brittain, Public Works Director

AGENDA TOPIC:

Public Works Department request to purchase one (1) 2025 Freightliner 108SD Tandem Axle Truck Chassis with a 16' Dump Body from Truck Center Companies, Wichita, Kansas, for a total price of \$207,891.00

SUMMARY & BACKGROUND OF TOPIC:

The 2025 Freightliner 108SD dump truck will be replacing the 2012 Freightliner M2106V dump truck, which is 11 years, 11 months old, with 249,392 miles as of 01/22/2024, and will have approximately 275,000 miles on it when we receive a new dump truck. The 2012 Freightliner M2106V dump truck was purchased in February of 2012. Public Works dump trucks are replaced after 12 years or 225,000 miles.

The low bid did not meet all of the required specifications.

ALL OPTIONS:

1. Approve the purchase of One (1) 2025 Freightliner 108SD Tandem Axle Truck Chassis with a 16' Dump Body from Truck Center Companies, Wichita, Kansas for a total price of \$207,891.00.
2. Deny the purchase.

RECOMMENDATION / REQUEST:

Award bid for purchase of One (1) 2025 Freightliner 108SD Tandem Axle Truck Chassis with a 16' Dump Body to Truck Center Companies, Wichita, Kansas, for a total price of \$207,891.00.

POLICY / FISCAL IMPACT:

Budgeted for 2024 per the Capital Improvement Plan. Public Works Fund 007 Operational Equipment.

One (1) Tandem Axle Truck Chassis for Dump Truck with 16' Dump Body
Bid Opening 9:00 a.m., Wednesday, January 17th, 2024
Award Bid at next available Commission Meeting.

	Truck Center Companies 2955 South West Street Wichita, KS 67217 316-945-5600 Mike Grady mgrady@kansastruck.com	Wichita Kenworth 5115 North Broadway Street Wichita, KS 67219 316-247-7300 Galen E. galene@wichitakenworth.com	Doonan Truck & Eqp 11118 West Hwy 54 Wichita, KS 67277 316-722-6034 Gary Alefs gary_alefs@doonantruck.com	Rush Truck Center 5549 North Chuzy Drive Wichita, KS 67219 316-262-8413 Dennis DeLong mcginleyd@rushenterprises.com
Dump Truck & Dump Body (1)				
Year	2025			2025
Make	Freightliner			International
Model	108 SD			HV607
Warranty	Standard Limited Warranty			Basic Vehicle Warranty
Bid Price	\$207,891.00			\$205,588.50
Year				
Make				
Model				
Warranty				
Bid Price				
Year				
Make				
Model				
Warranty				
Bid Price	\$207,891.00			\$205,288.50
Total of Trade Ins	-	-	-	-
Total Price	\$207,891.00			\$205,288.50

Bid Tab Notes:

Public Works Director recommends the bid be awarded to Truck Center Companies due to the bid from Rush Truck Center not meeting all required specifications.
 Truck Center Companies has given an expected delivery date of October, 2024.

DEPARTMENT HEAD: 

RENO COUNTY PUBLIC WORKS
BID REQUEST FOR: ONE (1) TANDEM AXLE TRUCK CHASSIS FOR DUMP TRUCK WITH 16'
DUMP BODY

PLEASE PLACE BIDS IN A SEALED ENVELOPE CLEARLY MARKED:
"DUMP TRUCK BID"

RETURN BID TO:
RENO COUNTY PUBLIC WORKS
ATTN: DON BRITTAIN
600 SCOTT BLVD
SOUTH HUTCHINSON, KS 67505
ON OR BEFORE: Wednesday, January 17, 2024 @ 9:00 a.m.

These specifications are written with the intention of obtaining bids on like equipment. This equipment shall consist of a new current model each equipped with or exceeding the accompanying specification.

Reno County reserves the right to waive minor technicalities under this specification, and to reject any or all bids, and to accept the bid which, in its opinion, is in the best interest of Reno County.

The equipment shall meet the current Kansas Statute regarding size, weight, and load of vehicles.
The equipment shall be delivered F.O.B. to the
Reno County Public Works Facility at:
600 Scott Blvd. South Hutchinson, Kansas.

If your bid is accepted, payment will be made on the County's next regular payment date after delivery and certification that specifications were met. Questions regarding this bid may be directed to David Serviss, Public Works Superintendent at 620-694-2976.

Cash Price:	\$ <u>207,891.⁰⁰</u>
Standard Warranty(s) if additional cost:	\$ <u> </u>
Total Cash Price	\$ <u>207,891.⁰⁰</u>
Total Cash Price with Trade-Ins:	\$ <u>No Trade</u>

NOTE: Please submit standard warranty with bid and list any additional warranties below: _____

6yr/250,000 mile Engine & Aft treatment Warranty add \$4870.⁰⁰

Delivery Date: October 2024

Company Name: Truck Center Companies

Company Representatives Email Address: mbrady@truckcentercompanies.com

Company Representatives Printed Name: Mike Brady

Signature:  Date: 1/17/24

RENO COUNTY PUBLIC WORKS
BID REQUEST FOR: ONE (1) TANDEM AXLE TRUCK CHASSIS FOR DUMP TRUCK WITH 16'
DUMP BODY

PLEASE PLACE BIDS IN A SEALED ENVELOPE CLEARLY MARKED:
"DUMP TRUCK BID"

RETURN BID TO:
RENO COUNTY PUBLIC WORKS
ATTN: DON BRITTAIN
600 SCOTT BLVD
SOUTH HUTCHINSON, KS 67505
ON OR BEFORE: Wednesday, January 17, 2024 @ 9:00 a.m.

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The equipment shall be delivered F.O.B. to the
Reno County Public Works Facility at:
600 Scott Blvd. South Hutchinson, Kansas.

If your bid is accepted, payment will be made on the County's next regular payment date after delivery and certification that specifications were met. Questions regarding this bid may be directed to David Serviss, Public Works Superintendent at 620-694-2976.

Cash Price: \$ 205,588⁵⁰
Standard Warranty(s) if additional cost: \$ _____
Total Cash Price \$ 205,588⁵⁰
Total Cash Price with Trade-Ins: \$ _____

NOTE: Please submit standard warranty with bid and list any additional warranties below: _____

Delivery Date: TBD

Company Name: Rush Truck Centers of Kansas

Company Representatives Email Address: mcginleyd@rushenterprises.com

Company Representatives Printed Name: Dave McGinley

Signature:  Date: 1-16-24



AGENDA ITEM

AGENDA ITEM #6.G

AGENDA DATE: January 31, 2024

PRESENTED BY: Travis Vogt, Fire Administrator

AGENDA TOPIC:

Approval to purchase 2024 Ford F350 for Reno/Kingman Jt Fire District #1

SUMMARY & BACKGROUND OF TOPIC:

Reno/Kingman Jt Fire District #1 (Pretty Prairie) is in the process of replacing a 2002 Ford F450 brush truck per their Capital Improvement Plan. The district purchased a used flatbed and firefighting skid unit from the Hutchinson Fire Department that is in exceptional condition. The district has been looking for a new or used chassis to complete this project but due to low inventories of used trucks, and a very small selection of new trucks, the district hasn't had much luck finding a truck. A request for quotes for a 2022 or newer Ford F350 was sent to the three car dealerships in Hutchinson, KS. Midway Motors was the only dealership that submitted a quote.

While searching for a truck that would meet the district's needs for this project, I was able to locate a 2024 Ford F350 in Okmulgee, OK that met the specifications requested. After speaking with that dealership, I learned there was a waiting list for interested parties for that truck. The listed price of that truck is \$61,990.

Once a truck is purchased, the used flatbed and firefighting skid will be installed, and plumbed. The total cost to complete this new brush truck will be under \$65,000, a significant savings compared to purchasing a custom-built brush truck.

Upon completing the build of this truck to replace the current 2002 F450 brush unit, the 2002 truck would be sold on Purple Wave Auction.

ALL OPTIONS:

Authorize Reno/Kingman Jt Fire District #1 to purchase a 2024 Ford F350 from Midway Motors for \$50,875.00.

Deny the authorization.

RECOMMENDATION / REQUEST:

Approve the purchase of a 2024 Ford F350 from Midway Motors in the amount of \$50,875.00 for

Reno/Kingman Jt District #1.

POLICY / FISCAL IMPACT:

The replacement of this truck falls within the district's CIP. The funds from the sale of the older truck will be placed in the district's special equipment fund.



Emergency Management

Reno County
206 W 1st Ave
Hutchinson, KS 67501
620-694-2974

**REQUEST FOR A QUOTE
RENO/KINGMAN JT FIRE DIST #1
SPECIFICATIONS FOR
ONE – 2022 OR NEWER FORD F-350 SUPERCAB SUPERDUTY
CAB AND CHASSIS PICKUP 4X4 WITH 30,000 MILES OR LESS**

The Reno/Kingman Jt Fire Dist #1 will accept quotes on this form any time before 9:00am January 22, 2024 at the Reno County Emergency Management office, 206 West 1st Street, Hutchinson, Ks 67501. The Reno County Emergency Manager or his designee will then open the quotes at 9:00 am on the second floor mezzanine of the Reno County Courthouse. Envelopes shall be marked clearly “ONE 2022 OR NEWER FORD F-350 SUPERCAB SUPERDUTY PICKUP 4X4.” These specifications are written with the intention of obtaining quotes on like equipment. This equipment shall have 2022 or Newer model equipped standard equipment and meeting or exceeding the following. Special consideration may be granted for vehicles exceeding the minimum safety equipment listed.

**2022 OR NEWER Ford F-350 SUPERCAB SUPERDUTY CAB
AND CHASSIS PICKUP 4X4 WITH 30,000 MILES OR LESS**

Race Red

Engine: 7.3L V8 Gas

Transmission: 10-Speed Auto

Wheel base to fit a 9ft flat bed

Dual rear wheels

Bench seats

**With all standard options
Plus**



Emergency Management

Reno County
206 W 1st Ave
Hutchinson, KS 67501
620-694-2974

Options Required:

<u>Code</u>	<u>Description</u>	<u>Price</u>
	410 amp dual alternator	
	Upfitter Switches	
	Heavy Service Front suspension	

Include specification sheet with quote. List make, model and all equipment and options.

NOTE: If the foregoing specifications are in conflict or are less than those set forth in the code of safety requirements of the Federal Department of Transportation for new vehicles, then in such instances the Federal Code shall apply.

Reno County reserves the right to waive minor technicalities under this specification, and to reject any or all quotes, which, in its opinion, is in the best interest of Reno County.



Emergency Management

Reno County
206 W 1st Ave
Hutchinson, KS 67501
620-694-2974

The equipment shall be installed to meet the current Kansas statues regarding size, weight and load of vehicles. The vehicle shall be delivered F.O.B. to Hutchinson, Ks.

Total quote for one unit: _____

Make _____ Model: _____

Guaranteed Delivery Date: _____ Company name: _____

Date

Signature

Enclose any additional materials or illustrations that would assist in the clarification of your quote specifications.

If your quote is accepted, payment will be made on the county's next regular payment day after delivery and certification that specifications were met.

Date

Travis Vogt, Fire Administrator



Preview Order 9601 - X3H 4x4 Super Chas Cab DRW: Order Summary Time of Preview: 01/24/2024 10:02:15 Receipt: 1/17/2024

Dealership Name: Midway Motors Ford Lincoln

Sales Code : F53553

Dealer Rep.	Tracy Martin	Type	Fleet	Vehicle Line	Superduty	Order Code	9601
Customer Name	Reno County	Priority Code	C2	Model Year	2024	Price Level	425

DESCRIPTION	MSRP	DESCRIPTION	MSRP
F350 4X4 SUPER CHAS CAB DRW168	\$54655	14000# GVWR PACKAGE	\$0
168 INCH WHEELBASE	\$0	50 STATE EMISSIONS	\$0
TOTAL BASE VEHICLE	\$54655	SPARE TIRE AND WHEEL	\$350
RACE RED	\$0	JACK	\$0
VINYL 40/20/40 SEATS	\$0	40 GAL AFT OF AXLE FUEL TNK	\$0
MEDIUM DARK SLATE	\$0	410 AMP ALTERNATOR	\$115
PREFERRED EQUIPMENT PKG.640A	\$0	HEAVY SERVICE FRONT SUSPENSION	\$125
.XL TRIM	\$0	DUAL BATTERY	\$210
.AIR CONDITIONING -- CFC FREE	\$0	SPECIAL DEALER ACCOUNT ADJUSTM	\$0
.AM/FM STEREO MP3/CLK	\$0	SPECIAL FLEET ACCOUNT CREDIT	\$0
.7.3L DEVCT NA PFI V8 ENGINE	\$0	FUEL CHARGE	\$0
10-SPEED AUTO TORQSHIFT	\$0	NET INVOICE FLEET OPTION (B4A)	\$0
LT245/75R17E BSW ALL-TERRAIN	\$165	PRICED DORA	\$0
3.73 RATIO REGULAR AXLE	\$0	ADVERTISING ASSESSMENT	\$0
JOB #2 ORDER	\$0	DESTINATION & DELIVERY	\$1995
FORD FLEET SPECIAL ADJUSTMENT	\$0		
TOTAL BASE AND OPTIONS			MSRP \$57615
DISCOUNTS			NA
TOTAL			\$57615

50,875⁰⁰⁰
total

ORDERING FIN: QJ830 END USER FIN: QJ830 PO NUMBER: 08936R

Customer Name:
Customer Address:

Customer Email:

Customer Phone:

Customer Signature

Date



AGENDA ITEM

AGENDA ITEM #6.H

AGENDA DATE: January 31, 2024

PRESENTED BY: Travis Vogt, Fire Administrator

AGENDA TOPIC:

Approval to purchase a truck chassis for Reno County Fire District #6

SUMMARY & BACKGROUND OF TOPIC:

Reno County Fire District #6 (Sylvia) currently operates a 1982 GMC tender truck. This truck is well past its fire service life span and has had mechanical issues over the past few years. District #6 has been attempting to locate a used truck chassis to purchase to replace the 1982 truck. District #6 has worked hard to save funds in their special equipment fund while planning for this purchase and also maintaining/upgrading their current fleet.

They located a 2010 Freightliner truck in Missouri. They are planning a trip to inspect the truck to ensure it meets their needs and is in good working order. Due to it being a used truck and being advertised nationally, there is no guarantee that the dealer would hold it for District #6 while waiting for approval to be purchased.

Once a truck chassis is purchased, the tank will be removed from the old truck and mounted on the newer truck.

We would ask that you approve an expenditure not to exceed \$45,000 to purchase a used truck for Reno County Fire District #6.

ALL OPTIONS:

Authorize the expenditure not to exceed \$45,000 for Reno County Fire District #6.

Deny the authorization.

RECOMMENDATION / REQUEST:

Authorize an expenditure not to exceed \$45,000 for the purchase of a used truck chassis for Reno County Fire District #6.

POLICY / FISCAL IMPACT:

This purchase has been planned for following the district's CIP. The funds received from the sale of the older truck will be placed in the district's special equipment fund.



AGENDA ITEM

AGENDA ITEM #6.I

AGENDA DATE: January 31, 2024

PRESENTED BY: Patrick Hoffman, County Counselor

AGENDA TOPIC:

Resolution 2024-__ Directing the Filing of a Real Estate Tax Foreclosure Action

SUMMARY & BACKGROUND OF TOPIC:

Adoption of the resolution is necessary in order for the County Counselor to initiate action in District Court so that certain real estate may be foreclosed on and sold at the annual tax sale usually held in October of each year.

ALL OPTIONS:

1. Approve the Resolution and thereby allowing the County Counselor to initiate the action in District Court.
2. Send the Resolution back to staff for changes to be brought back on a later commission meeting date.
3. Decline adopting a Resolution this year and thereby deciding not to hold the Annual Tax Sale in October.

RECOMMENDATION / REQUEST:

Adopt Resolution

RESOLUTION 2024-_____

A RESOLUTION PURSUANT TO K.S.A. 79-2801
DIRECTING THE FILING OF A REAL ESTATE TAX FORECLOSURE ACTION

BE IT RESOLVED by the Board of County Commissioners of Reno County, Kansas, that pursuant to K.S.A. 79-2801 the Reno County Counselor is directed to initiate an action in Reno County District Court in the name of the Board of County Commissioners against the owners or supposed owners and all persons having a claim or claiming to have any interest in real estate which has been sold at a delinquent tax sale pursuant to K.S.A. 79-2401a and which remains unredeemed and eligible for foreclosure from and after September 1, 2023 as therein provided.

ADOPTED this _____ day of _____, 2024.

**BOARD OF COUNTY COMMISSIONERS
OF RENO COUNTY, KANSAS**

Randy Parks, Chairman

ATTEST:

Don Bogner, Vice Chairman

Donna Patton, County Clerk

Ron Hirst, Member

Daniel Friesen, Member

John Whitesel, Member



AGENDA ITEM

AGENDA ITEM #7.A

AGENDA DATE: January 31, 2024

PRESENTED BY: Steve Lutz, Captain

AGENDA TOPIC:
Law Enforcement Memorial

SUMMARY & BACKGROUND OF TOPIC:

The Deputy Sheriff's belonging to the FOP #18 would like to donate and have built a Law Enforcement Memorial on the grounds of the Reno County Courthouse. This would be on the southeast corner of the courthouse property close to the intersection of 1st Ave. and Adams Street. It would consist of a circular base/floor with sidewalks leading to both 1st Ave. and to Adams St. This would be constructed of concrete or a like material. A flag pole in the middle and at a point closest to the Courthouse some type of monument. This would be in the area of the present flagpole. This would be financed totally by the FOP #18 with some assistance if needed from private donors. Harlen Depew (Maintenance Director) has brought this up to the Kansas Historical Society for approval and they have no opposition to this project. Reno County will continue to own the grounds and memorial.

ALL OPTIONS:

1. Approve the request by the Sheriff's Office (FOP) and allow for the construction of the memorial on the county property, with construction to be overseen by Reno County Staff.
2. Deny the request.
3. Table the item if more details are needed.

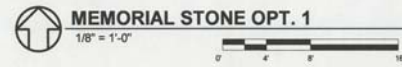
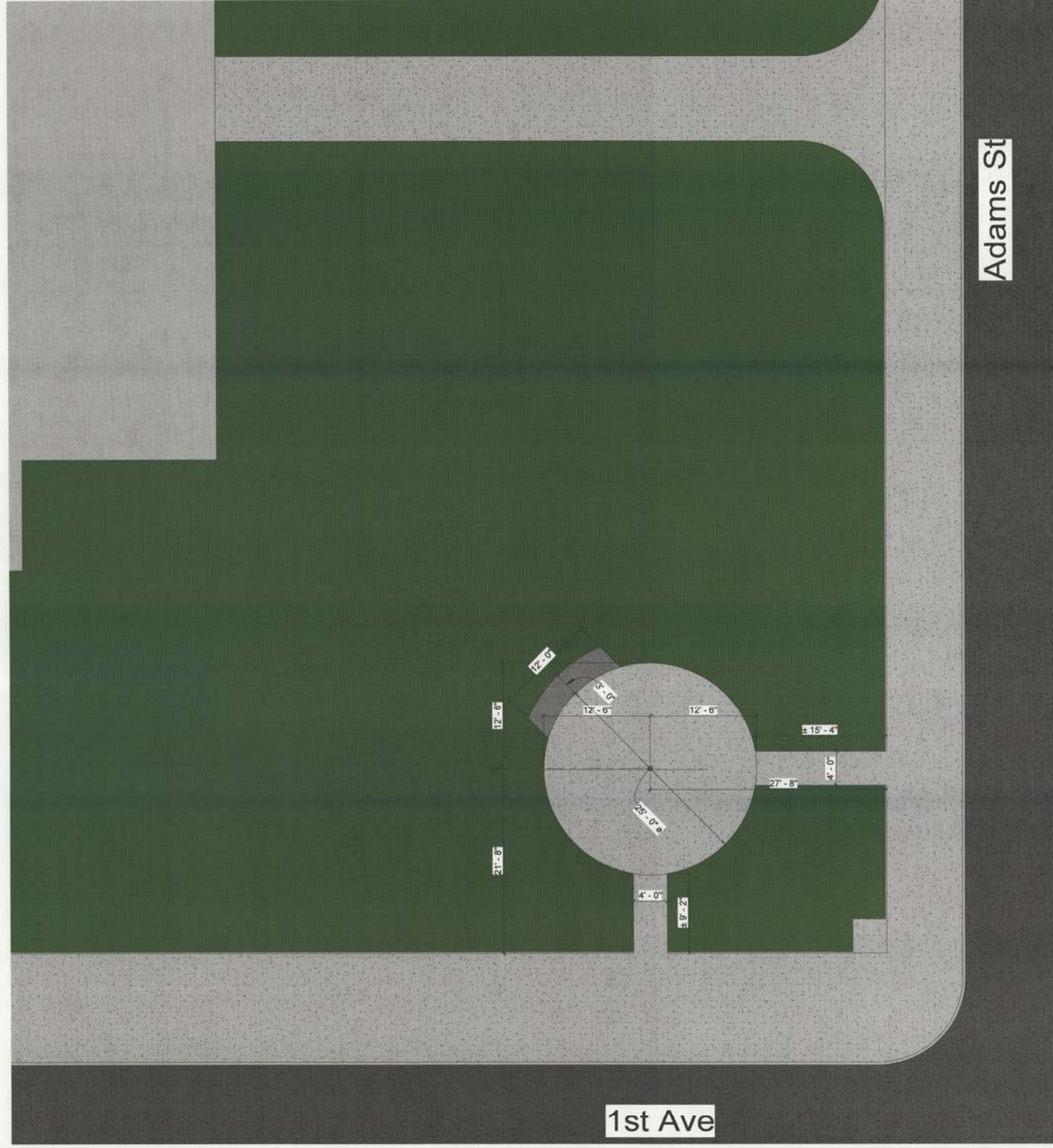
RECOMMENDATION / REQUEST:

Build a Law Enforcement Memorial on the courthouse grounds. Memorial would be a concrete base/floor include a flag pole and a stone monument to memorialize the Law Enforcement Officers/Deputies who have lost their lives in the line of duty. Reno County will continue to own the grounds and memorial after construction.

POLICY / FISCAL IMPACT:

This project would have no, or at least very minimal financial impact to the county. Lighting/Electricity is already being provided to this area for the flag. And there will be very minimal impact to maintenance personnel on grounds keeping.

Z:\HUTCHINSON, CITY OF\2023 COURTHOUSE MONUMENT\1 PRELIMINARY\2023 COURTHOUSE MONUMENT.rvt
1/27/2023
2:40:37 PM



NOTES - A2.1

Adams St

1st Ave



COMM. NO.:	-
DRW BY:	JA
UPDATED:	
ISS:	03/08/2023
SHT	A2.1

**RENO COUNTY COURTHOUSE
MEMORIAL BUILD**
206 W 1st Ave, Hutchinson, KS 67501

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**LANDMARK
ARCHITECTS**
1020 NORTH MAIN, HUTCHINSON, KANSAS 67501
620-663-5421 www.landmarkarchitects.net





AGENDA ITEM

AGENDA ITEM #7.B

AGENDA DATE: January 31, 2024

PRESENTED BY: Harlen Depew

AGENDA TOPIC:

Courthouse furniture proposal and update on courthouse interior improvement project

SUMMARY & BACKGROUND OF TOPIC:

1. Furniture: This proposal includes new furniture for all new offices, conference room, and reception area in the new DA's east offices, as well as all new furniture for the existing west offices. (Three offices will keep their existing furniture.) This line of furniture was selected by D.A. Tom Stanton to have a professional appearance consistent with a law office. The proposal is based on State of Kansas contract pricing of \$134,502.55. Shelving for document storage for the D.A. and the District Court will be purchased from a different vendor at a cost not to exceed \$12,000. This shelving will have a capacity of up to 1,920 boxes of documents.
2. Project update: 1st floor complete except for carpet replacement in open area. 2nd floor complete. 3rd floor complete. 4th floor nearly complete with a few details remaining. 5th floor framing, mechanical, drywall, staircase, electrical all mostly complete. Currently working on painting. Next will be ceilings, lighting, carpet and window treatments.
3. Change Order: A change order is currently being processed to include a number of items that have come up during the project which includes both cost items and no cost items, as well as a request for an extension of the completion date due to delays beyond the control of the contractor. A detailed breakdown is attached. The time extension of 62 days will primarily provide time to finish up the carpet replacement on the 1st floor and the west 5th floor offices. The final completion date on the original contract was March 15. The extension will place substantial completion at April 16 and final completion at May 16. This formal change order will be on the agenda for approval at the first meeting in February.

ALL OPTIONS:

- Approve furniture and shelving purchase.
- Decline furniture and shelving purchase.
- Request lower cost options.

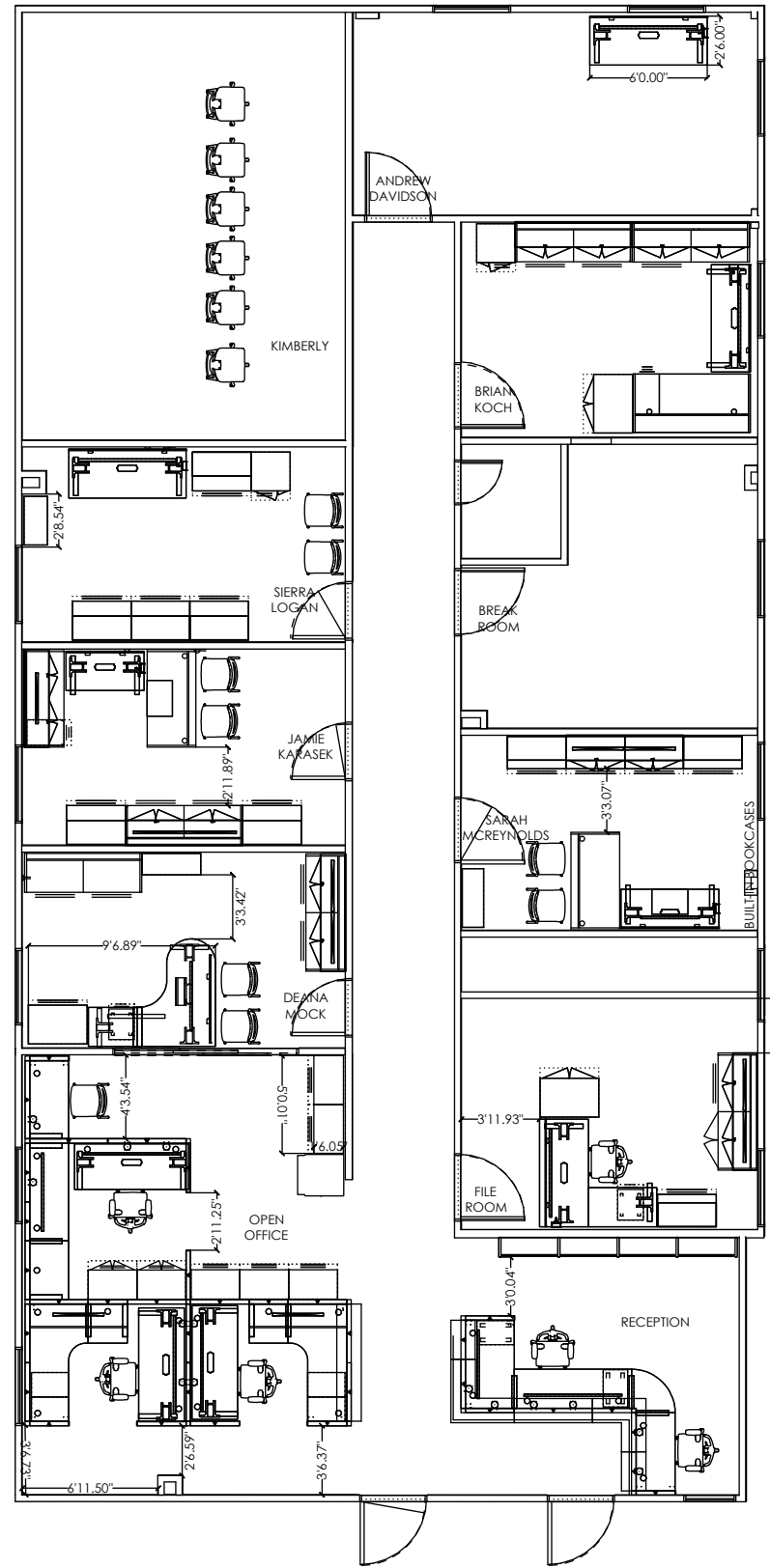
RECOMMENDATION / REQUEST:

Approve the purchase of furniture from HON / Office Plus of Kansas, Hutchinson, in the amount of \$134,502.55; and authorize the Purchasing Dept. to acquire shelving from a different vendor at a cost

not to exceed \$12,000.

POLICY / FISCAL IMPACT:

This purchase will be paid from funds budgeted for furniture, fixtures, and equipment in the remodel project.



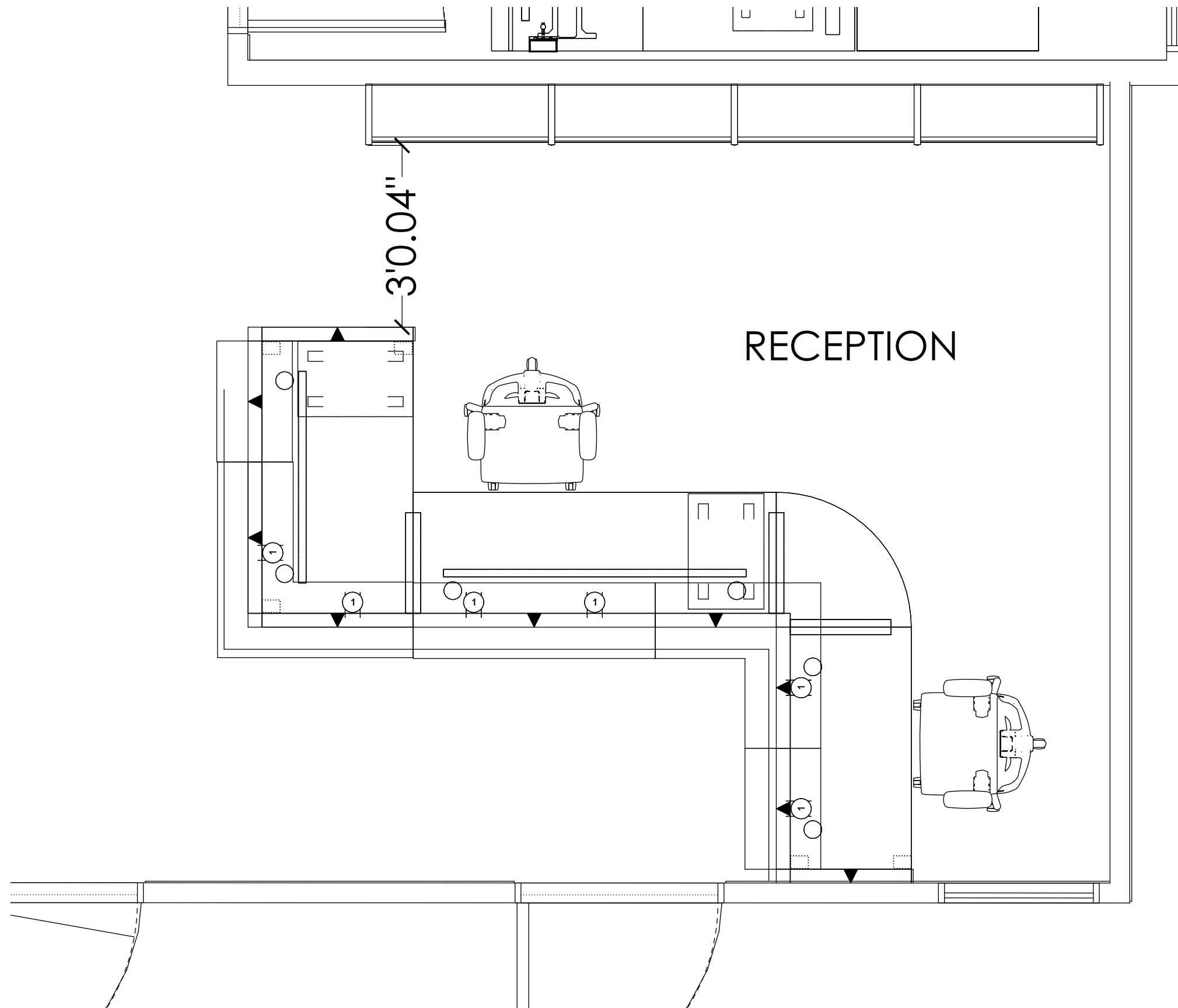
OVERALL FURNITURE PLAN

Reno County Courthouse
 5TH FLOOR-PHASE 2- D.A. OLD SECTION
 Account Rep: Ron Valentine
 Last Revised: 1/23/2024
 RENO CNTY -CRTHSE- FLR 5 - OLD - CET- V02.cmdrw



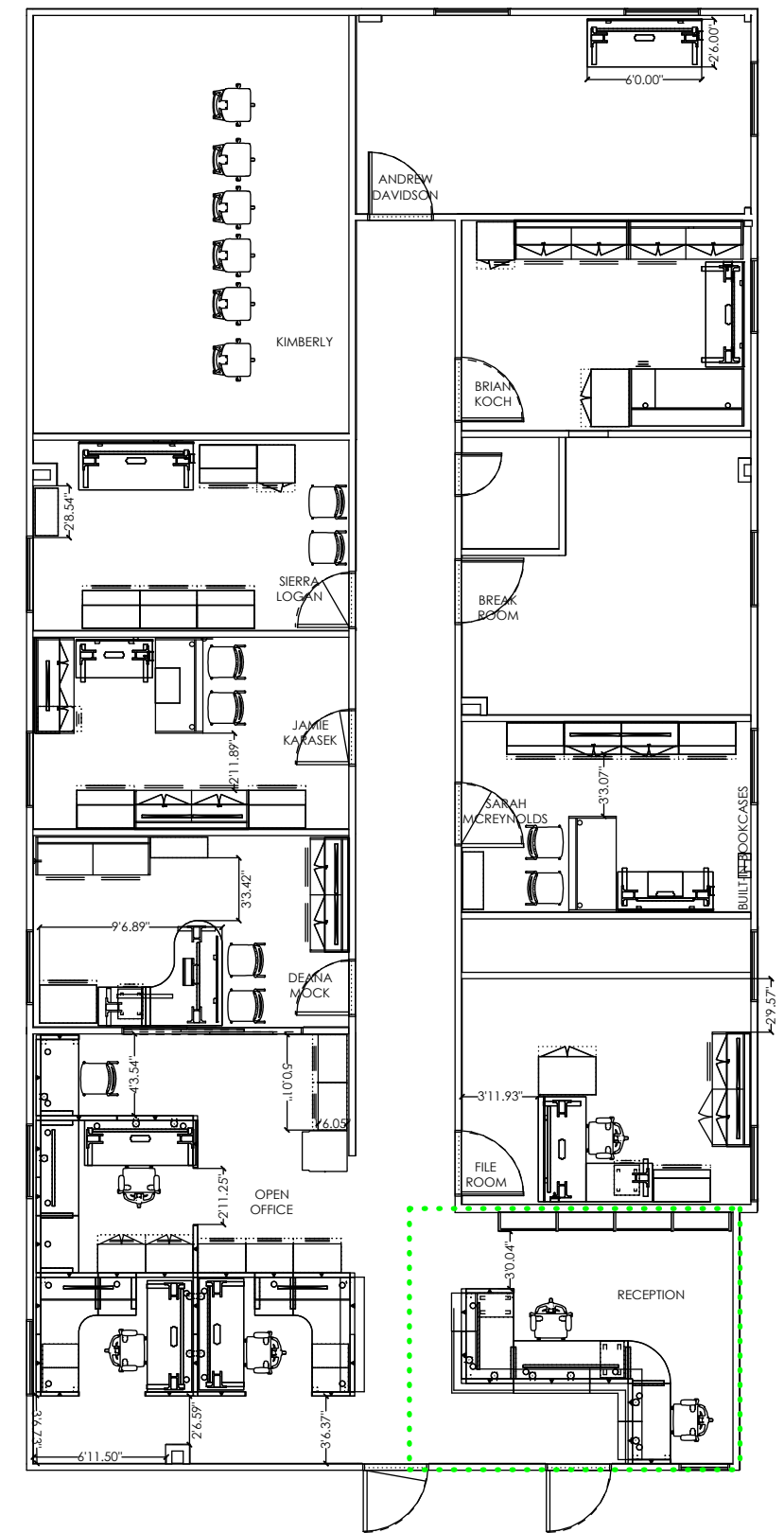
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RECEPTION ENLARGED PLAN

RECEPTION

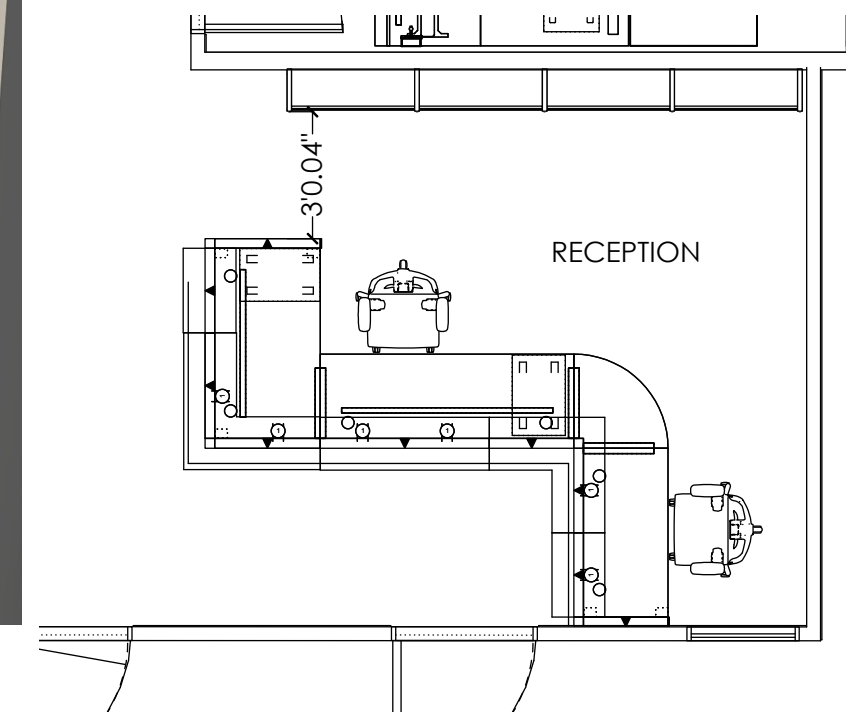


Reno County Courthouse
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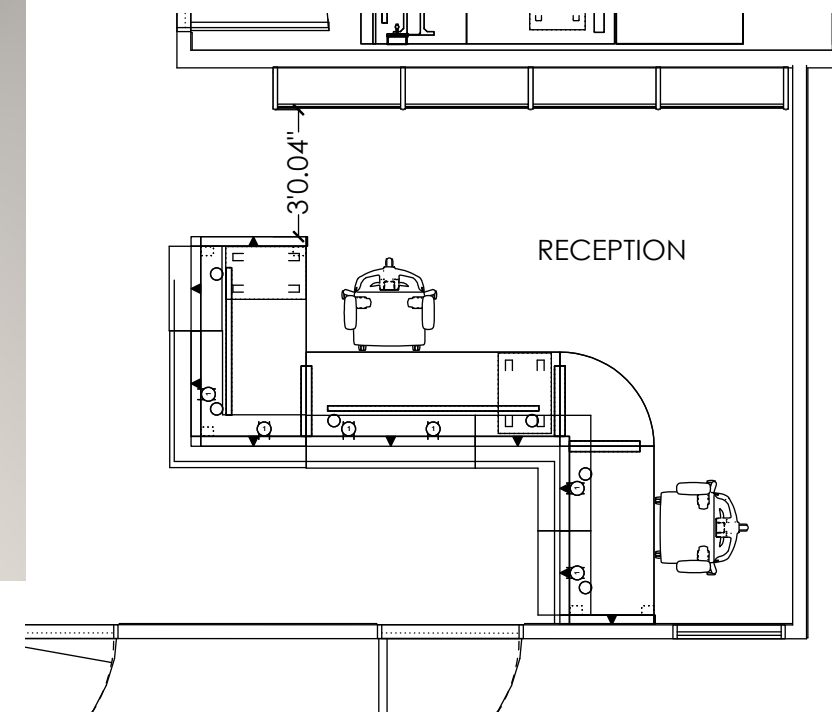
RECEPTION RENDERING

Reno County Courthouse
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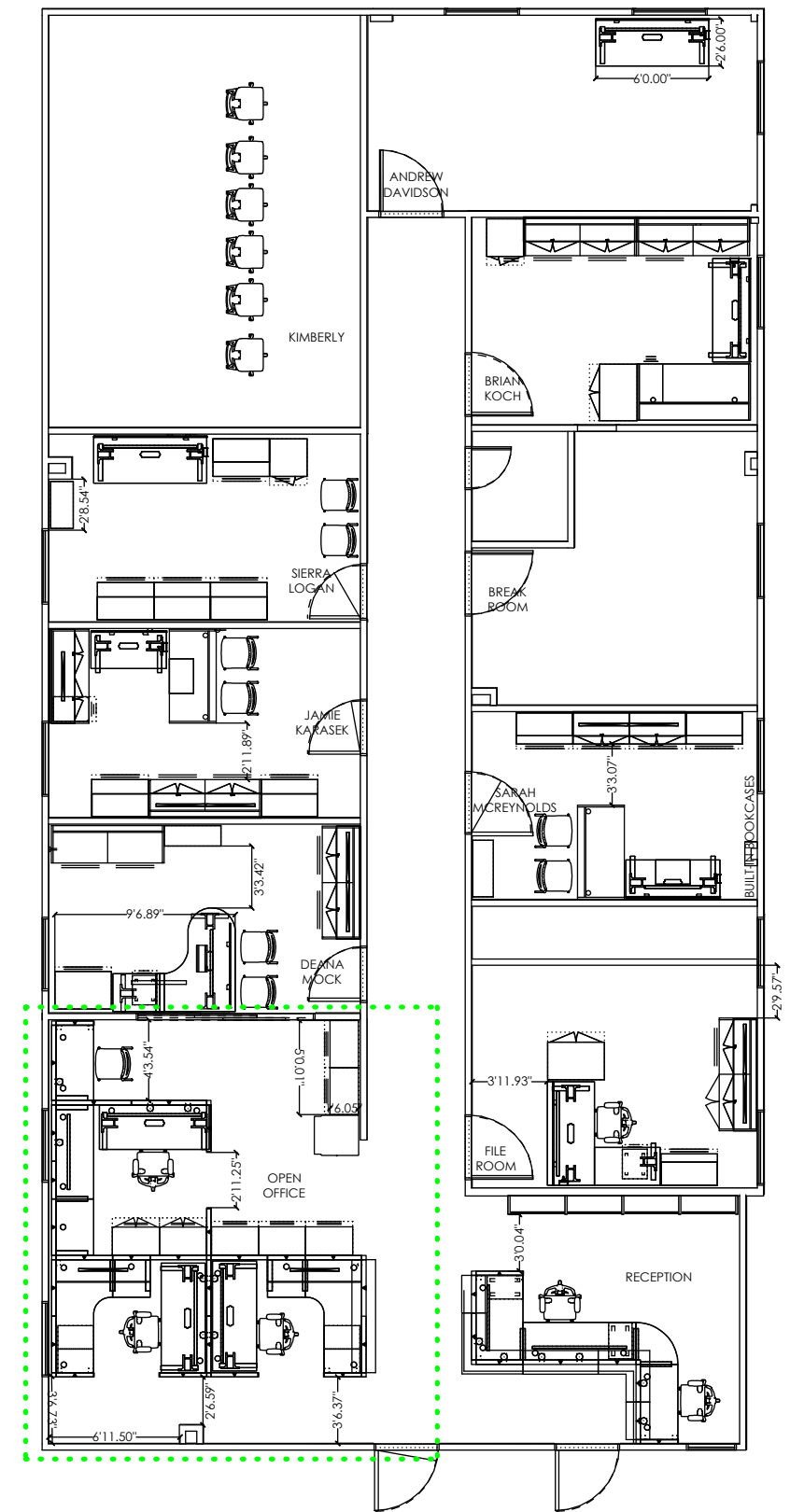
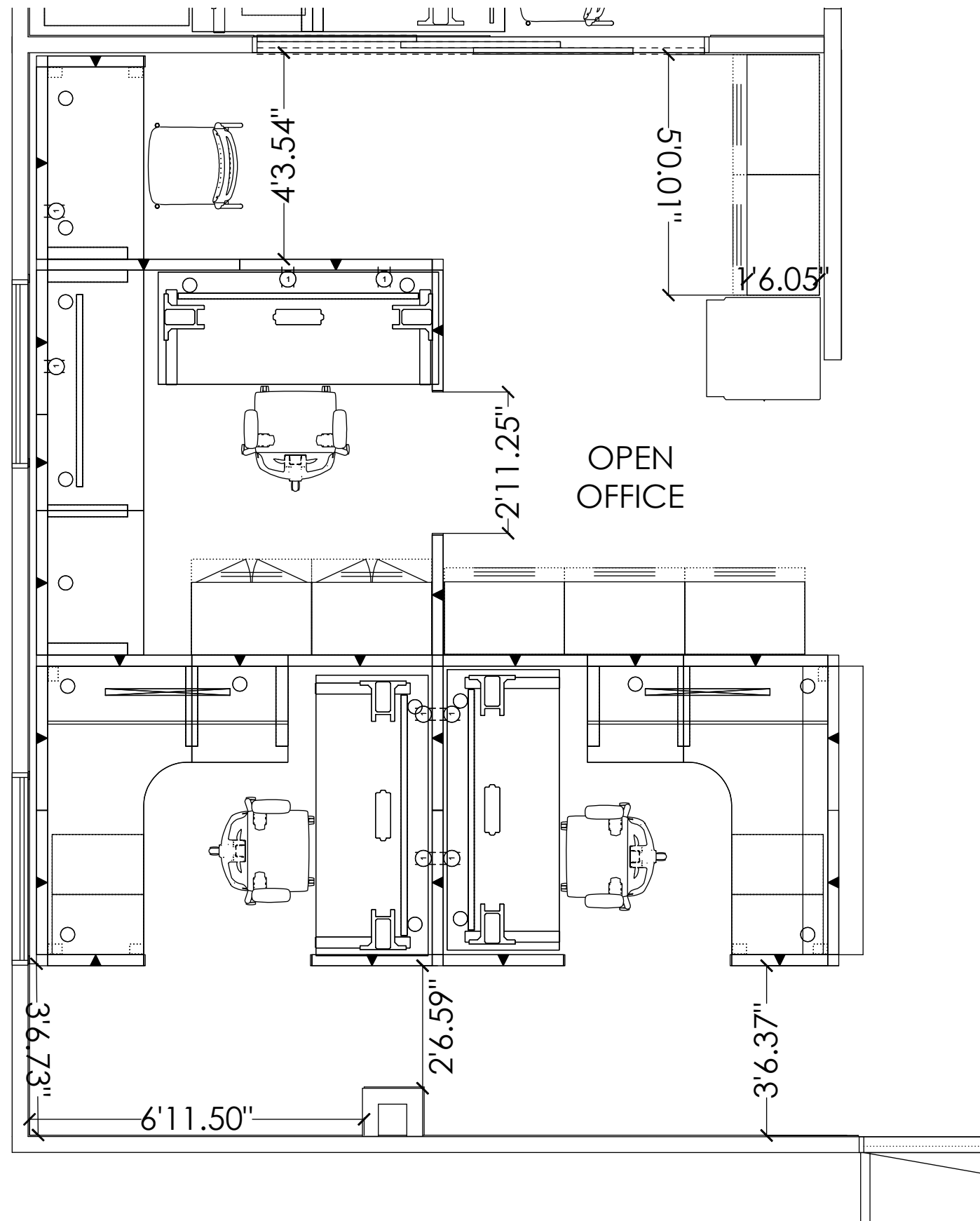
RECEPTION RENDERING

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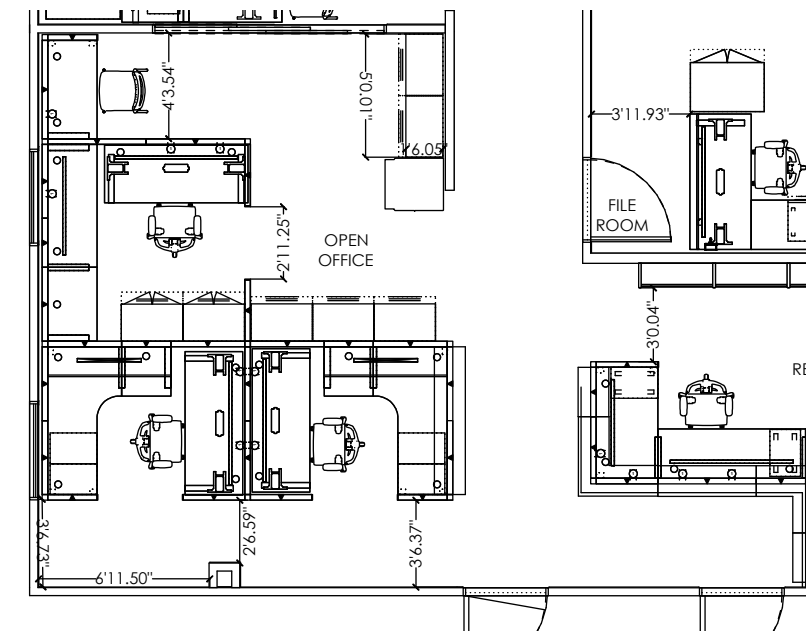
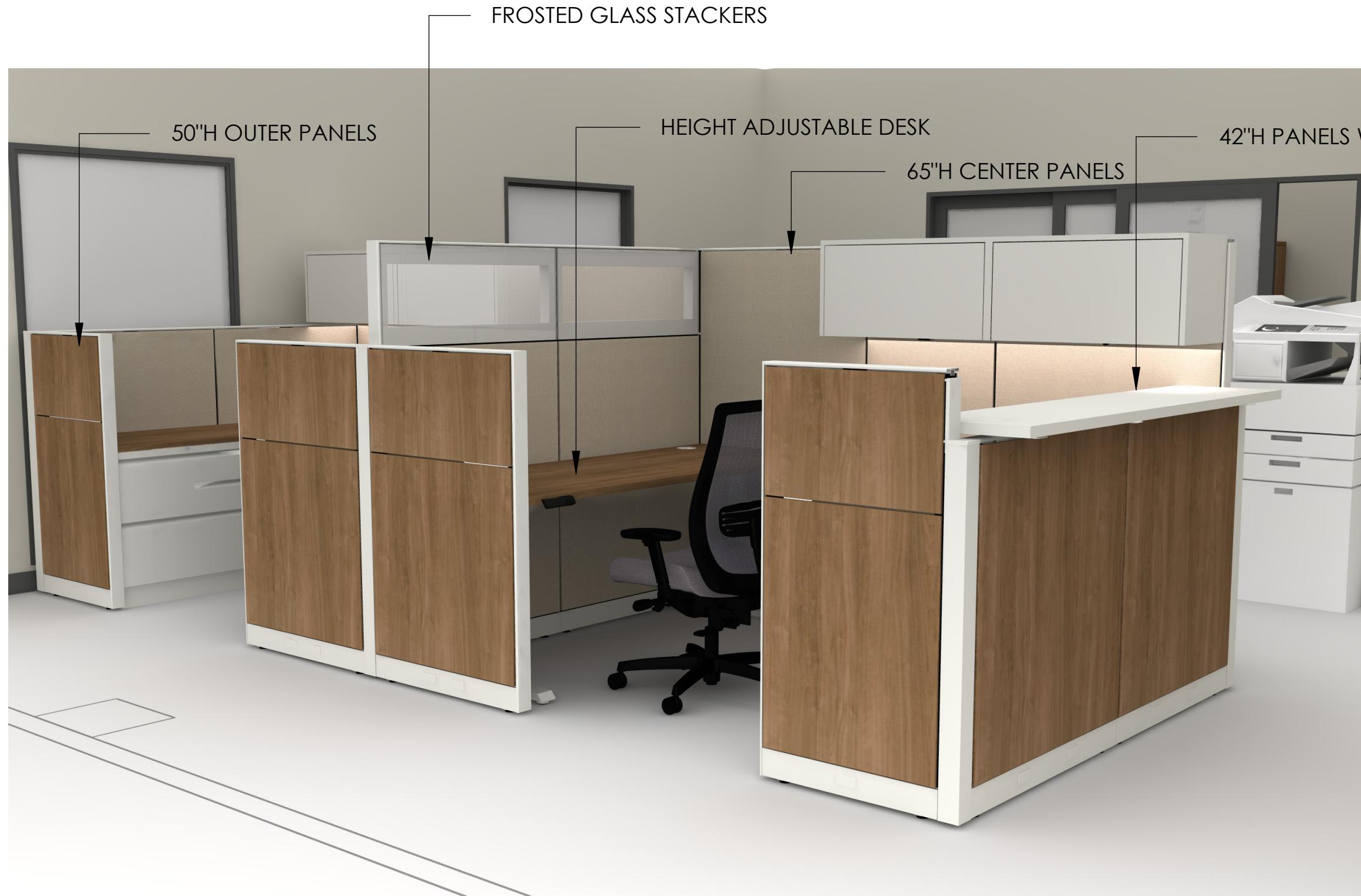
OPEN OFFICE ENLARGED PLAN

Reno County Courthouse
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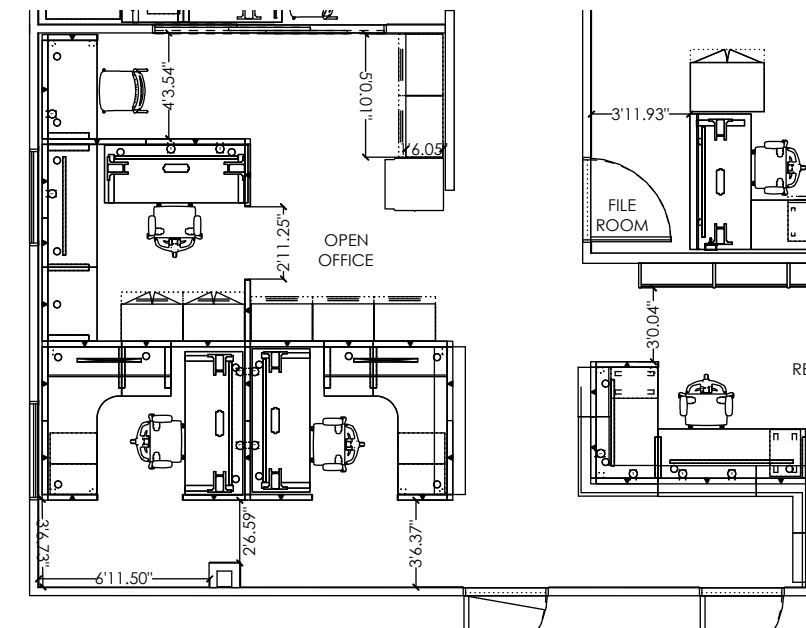
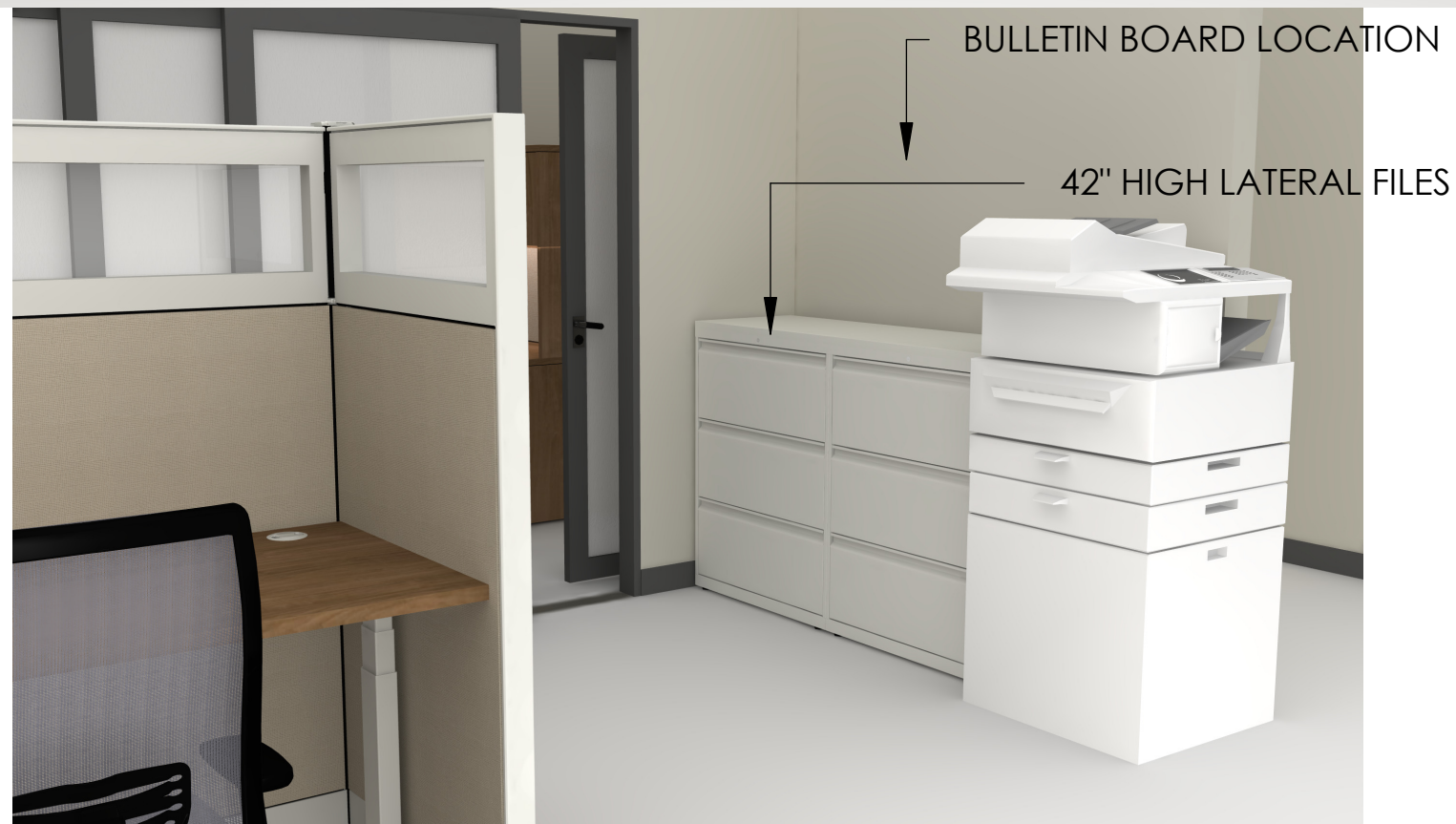
OPEN OFFICE RENDERING

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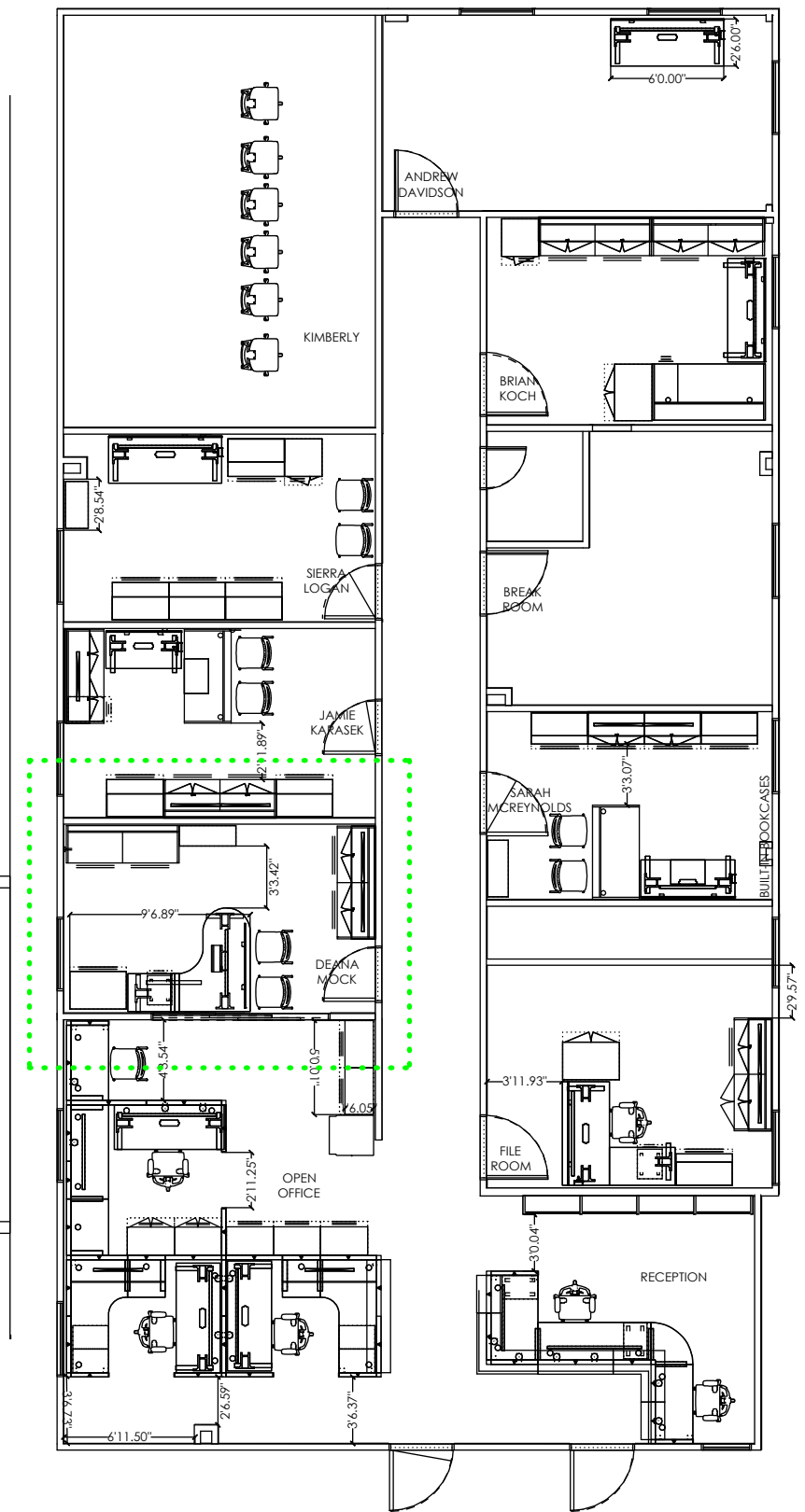
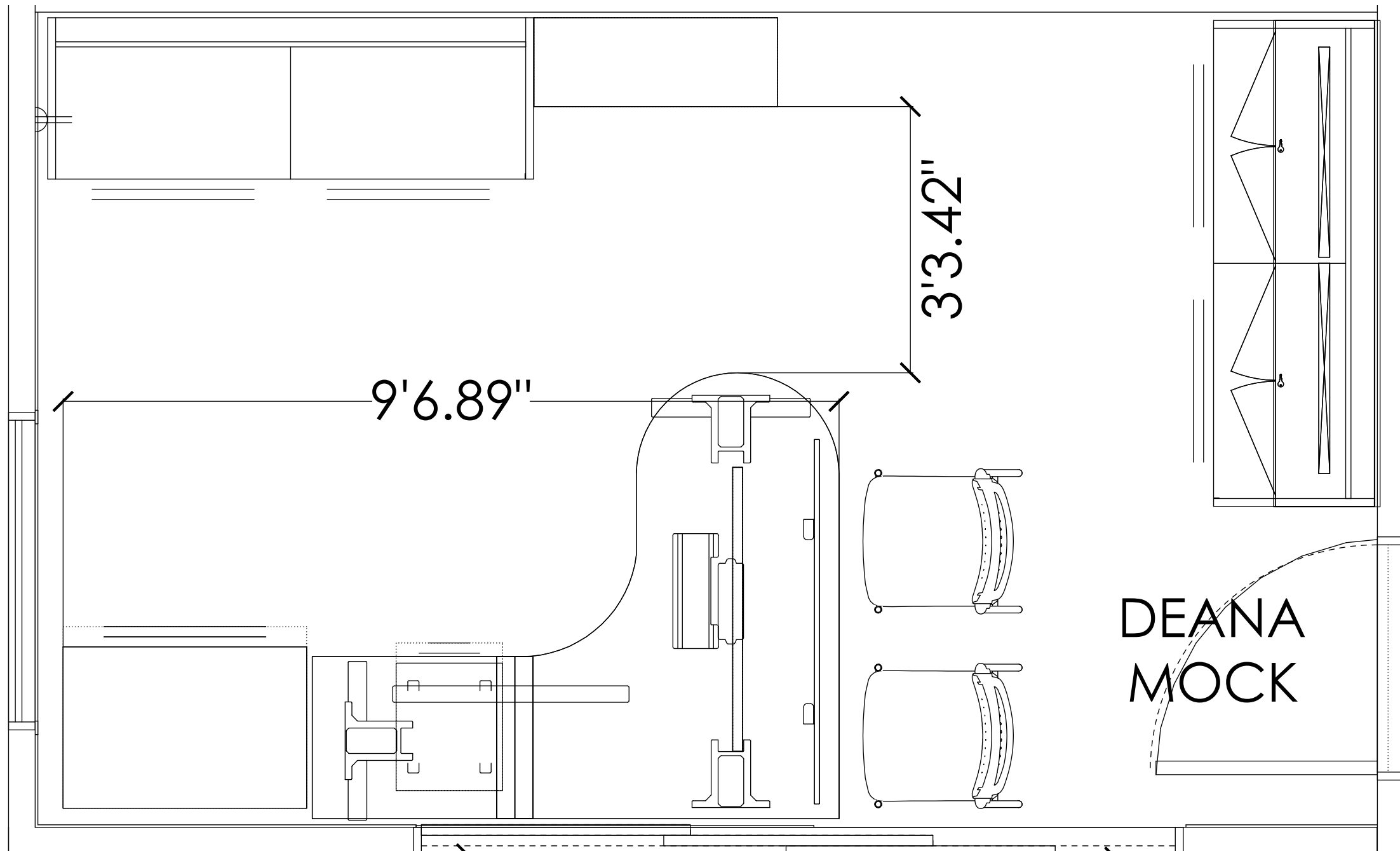


OPEN OFFICE RENDERING

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DEANA M. ENLARGED PLAN

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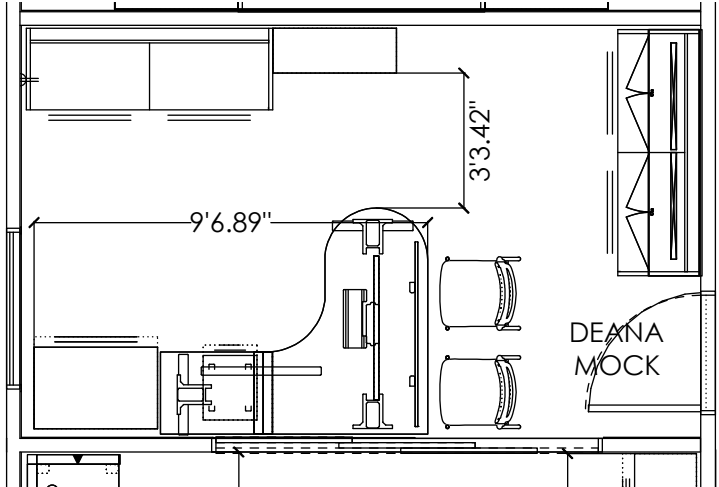
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UNDERCABINET LED LIGHTING

HEIGHT ADJUSTABLE DESK



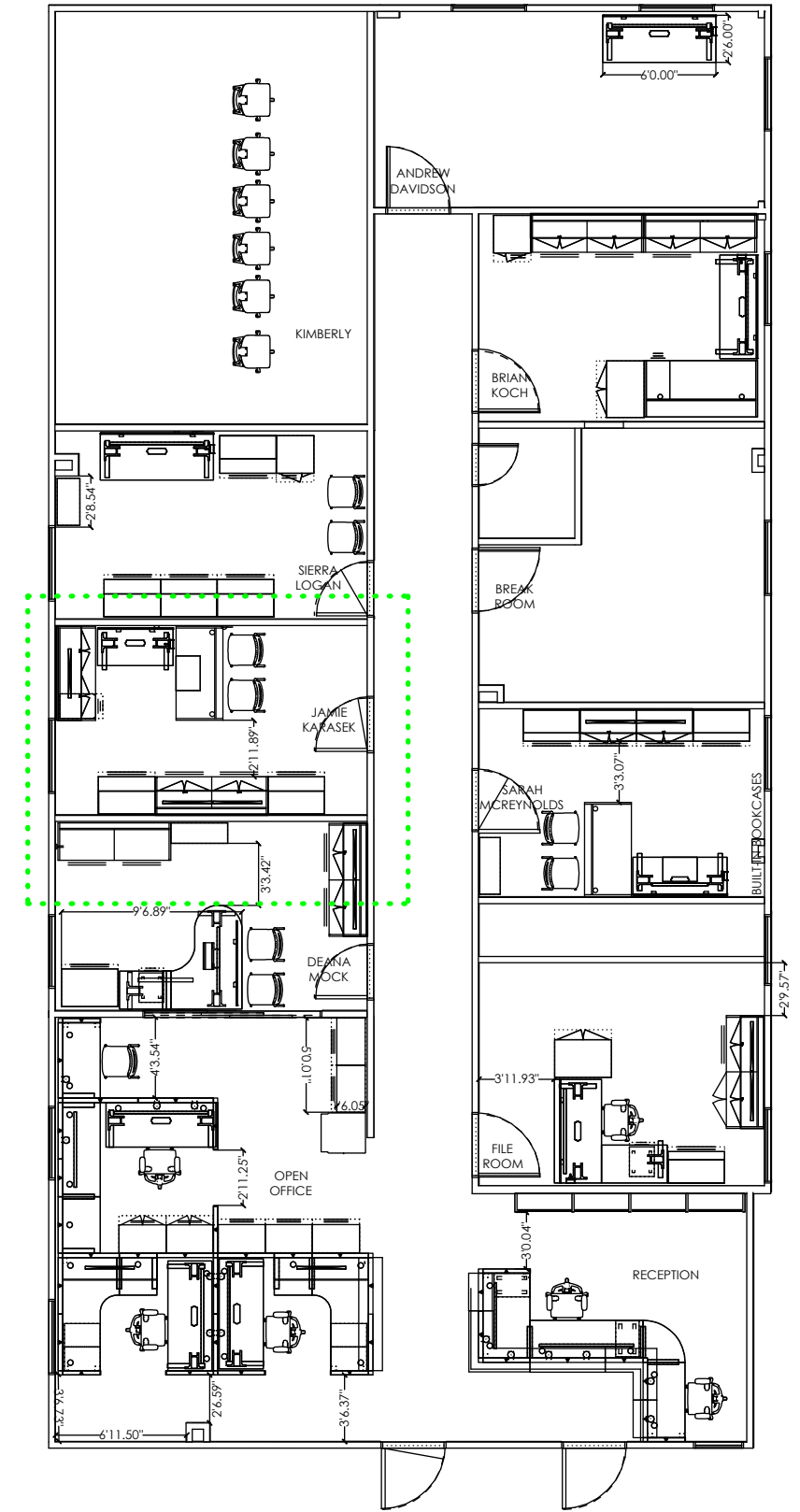
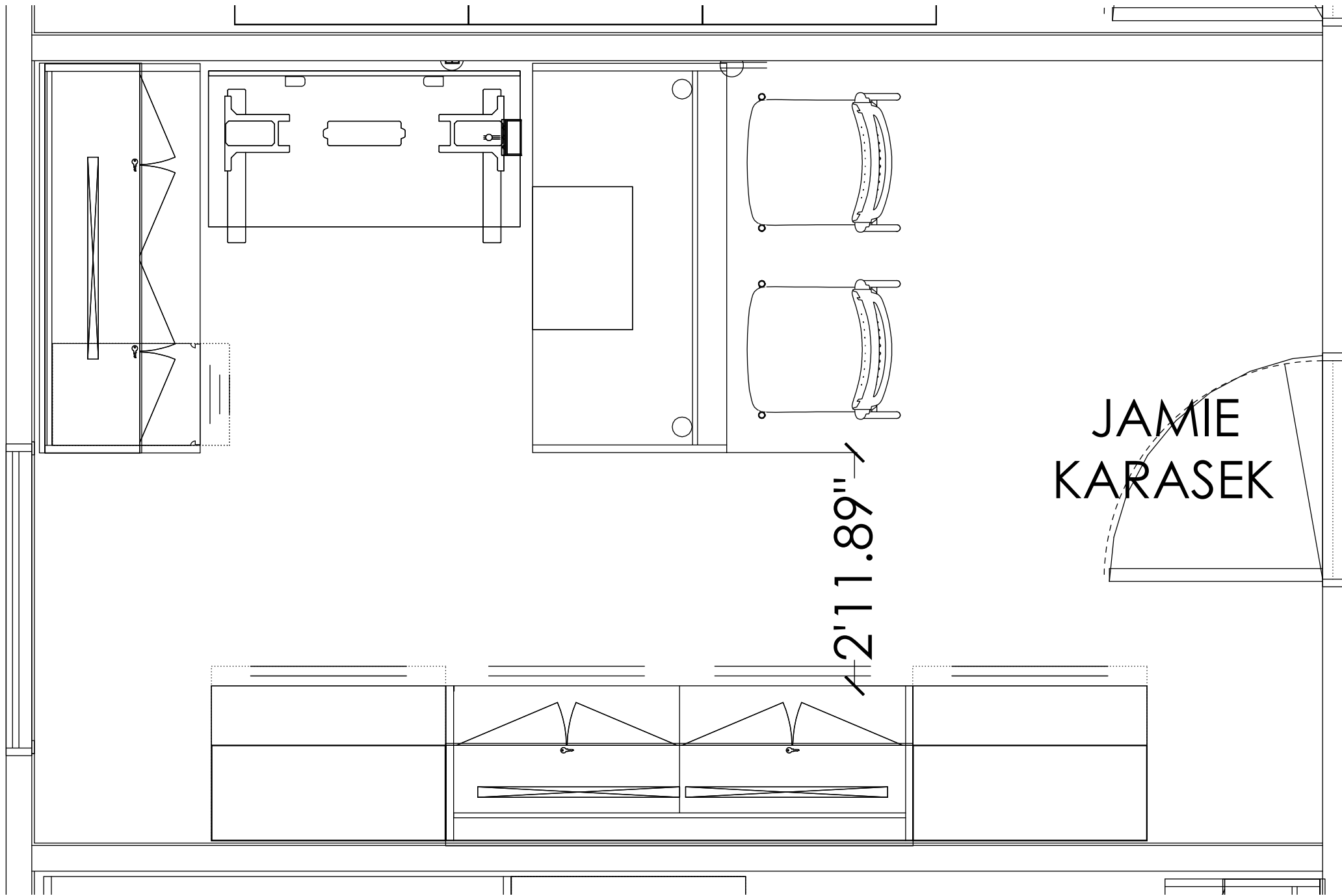
DEANA M. RENDERING

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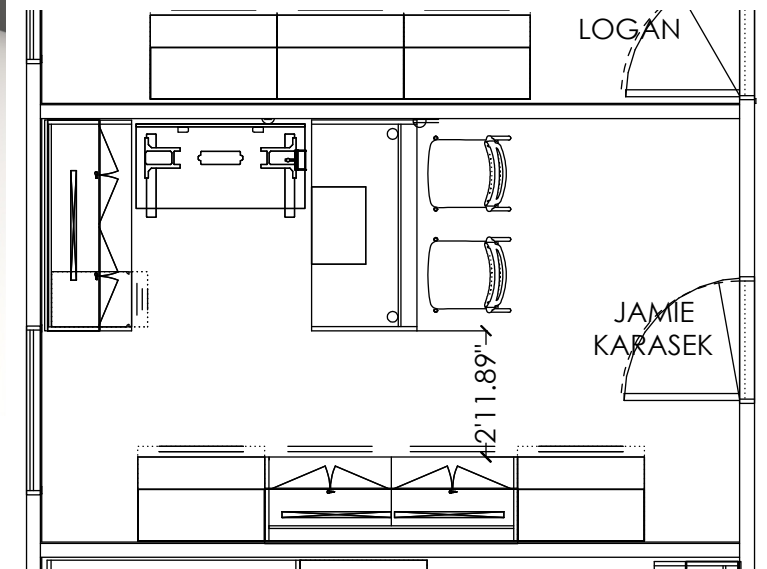
JAMIE K. ENLARGED PLAN

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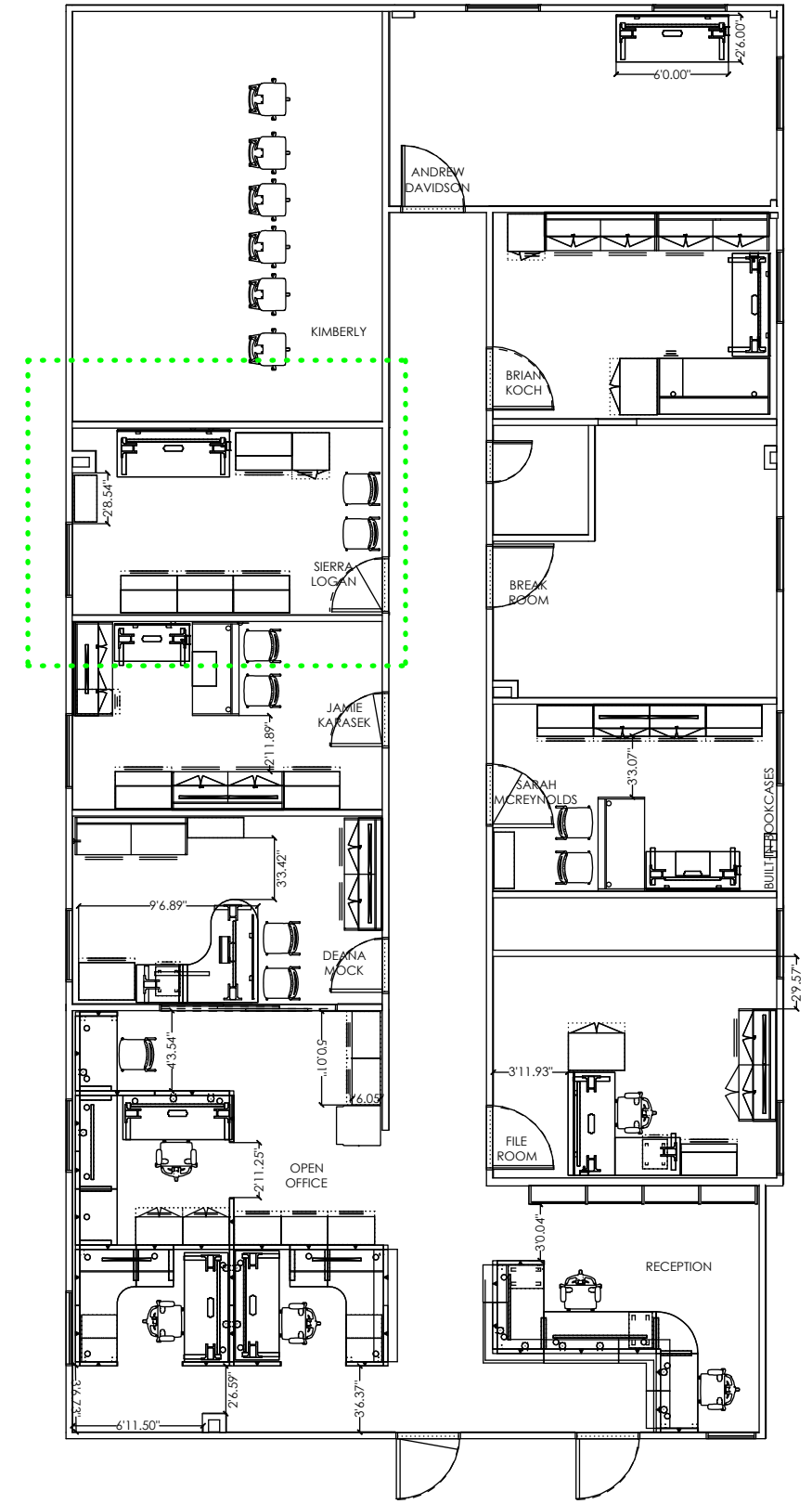
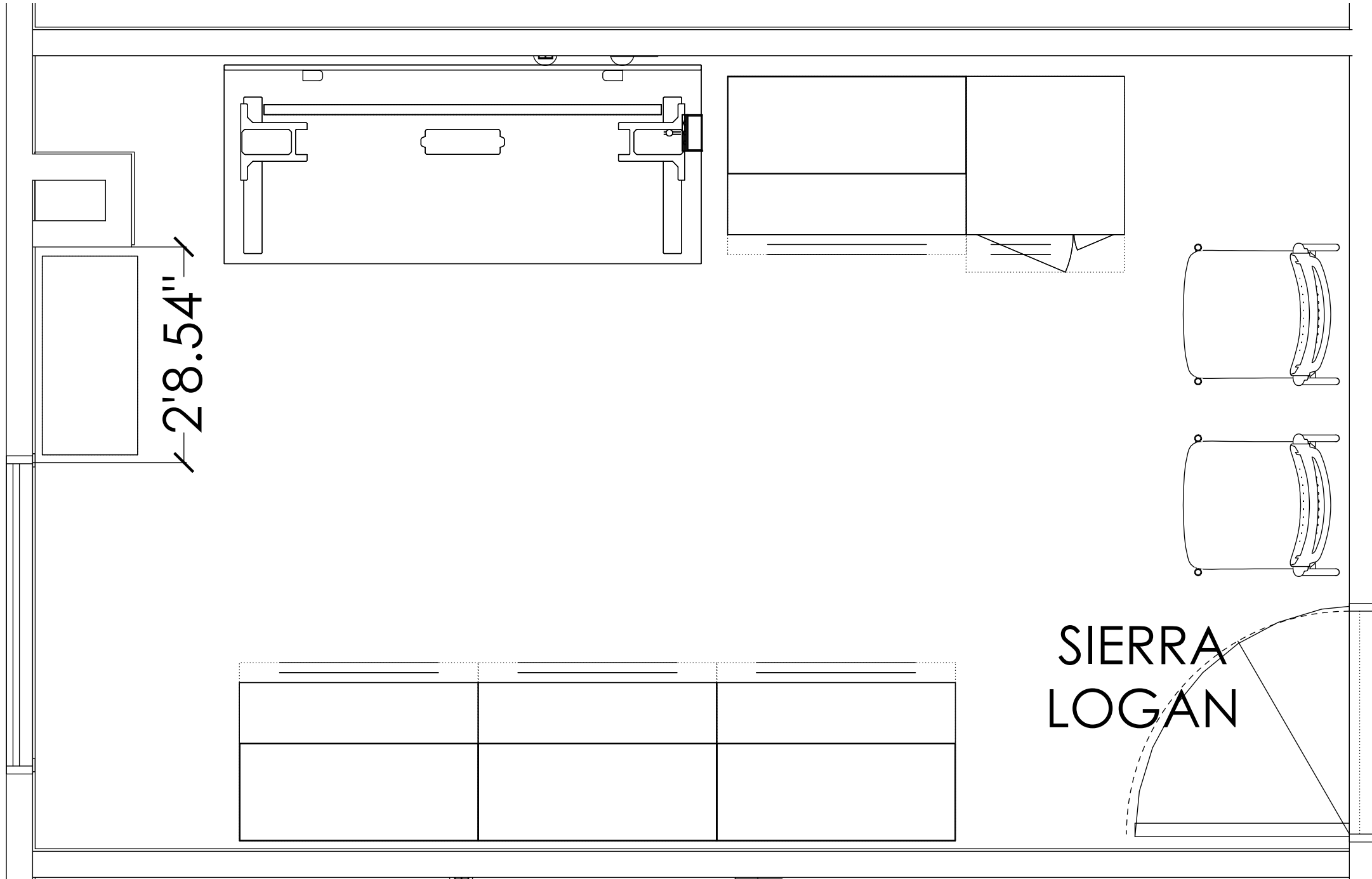
JAMIE K. RENDERING

Reno County Courthouse
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SIERRA L. ENLARGED PLAN

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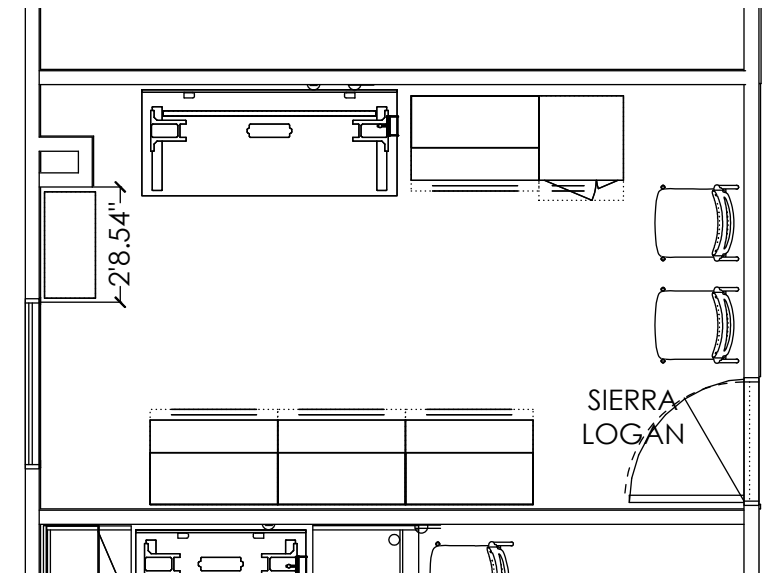
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SIERRA L. RENDERING

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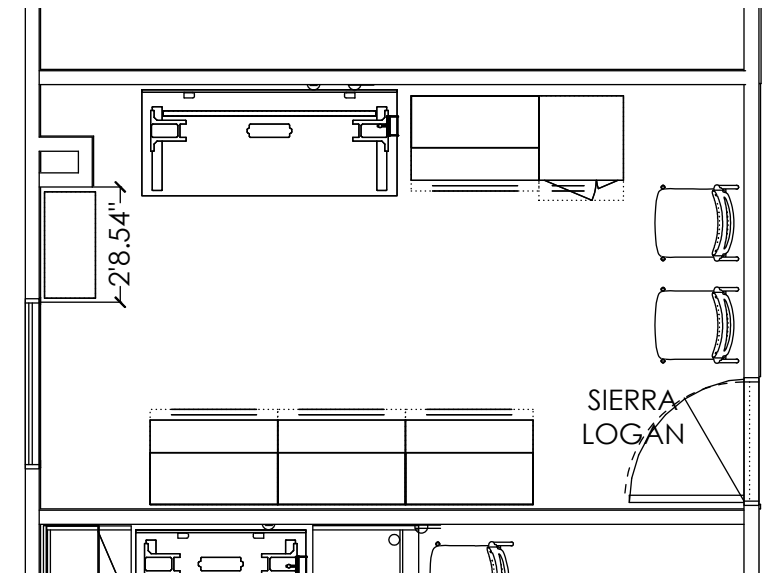
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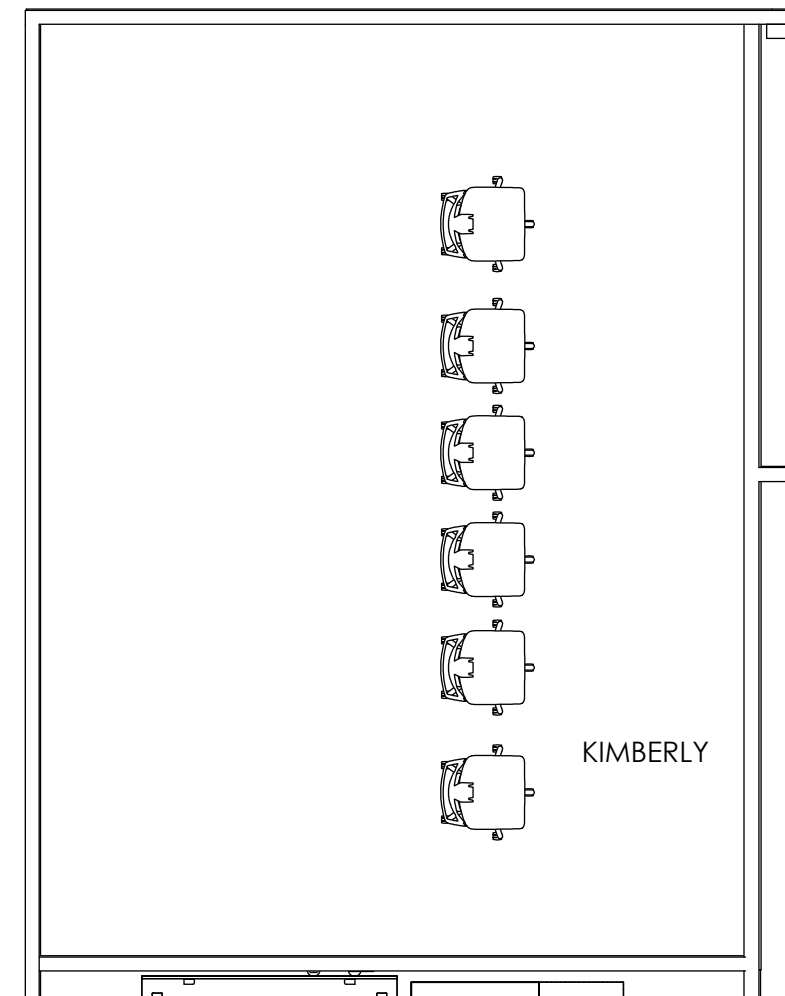
SIERRA L. RENDERING

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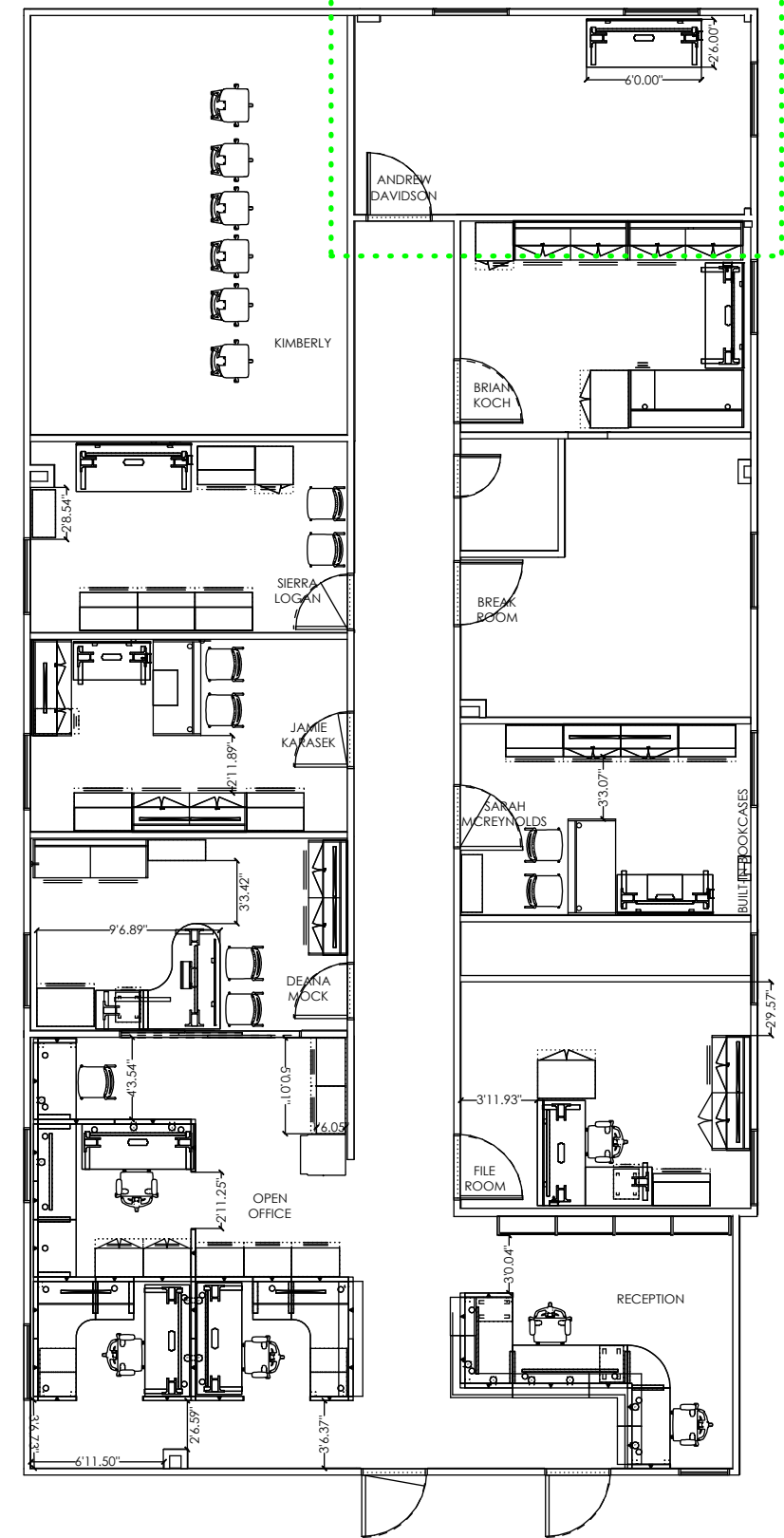
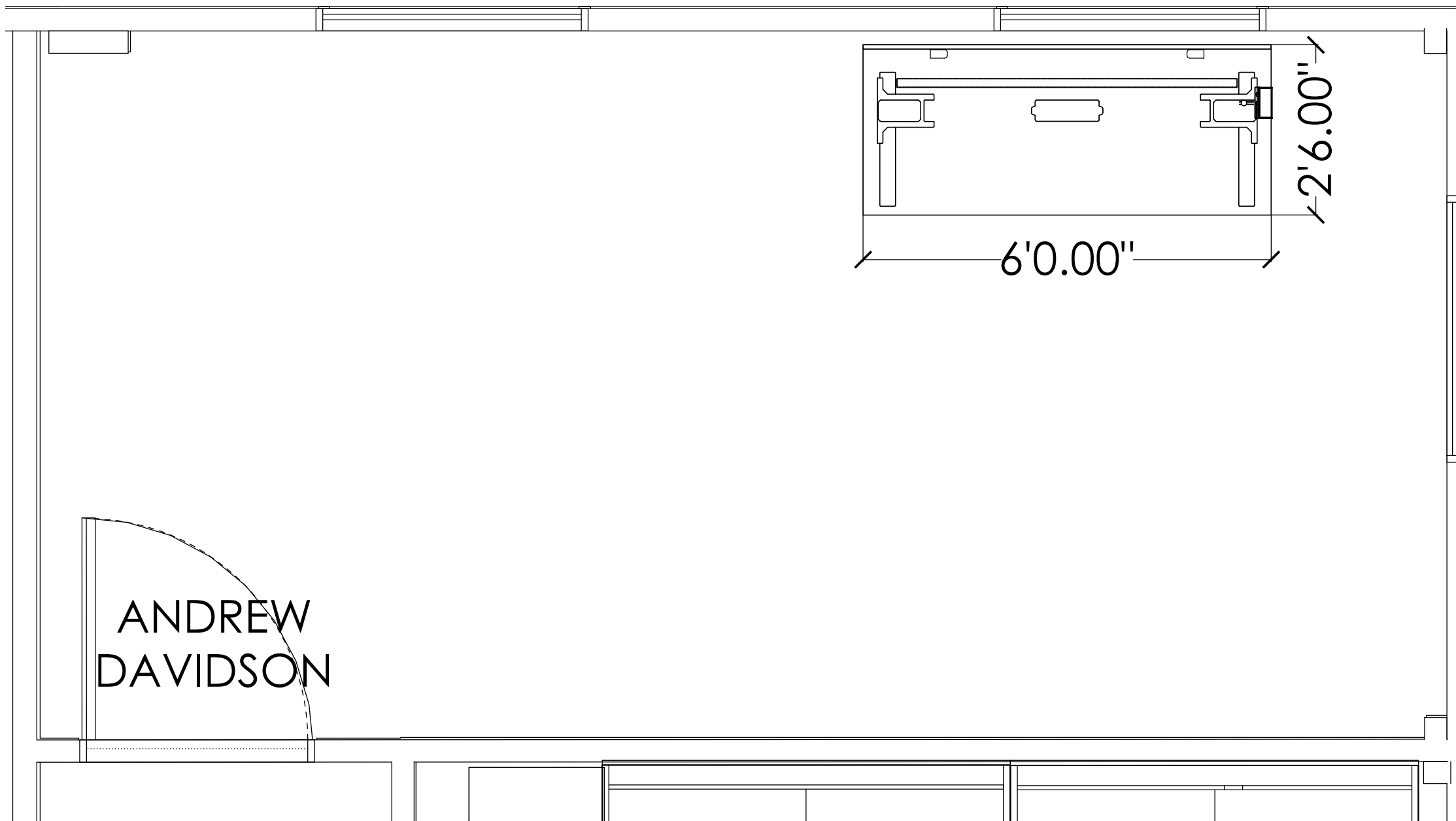
KIMBERLY CONF. CHAIRS RENDERING

Reno County Courthouse
5TH FLOOR-PHASE 2- D.A. OLD SECTION
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ANDREW D. ENLARGED PLAN

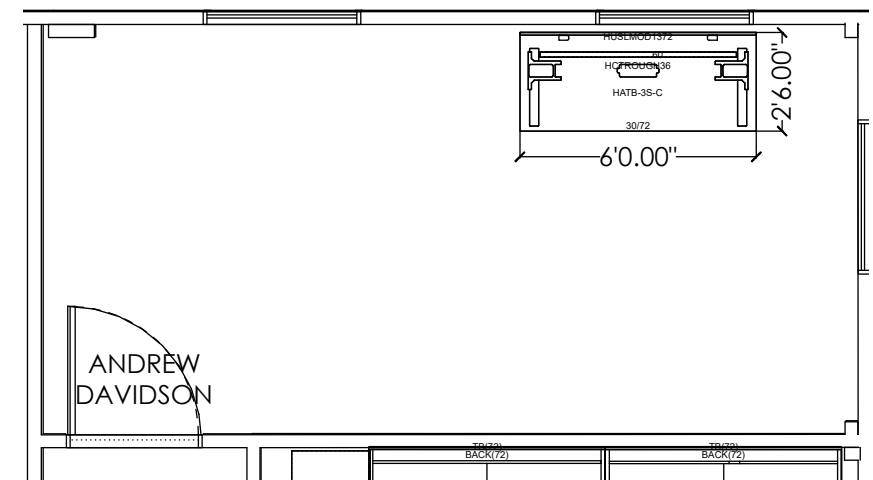
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HEIGHT ADJUSTABLE DESK



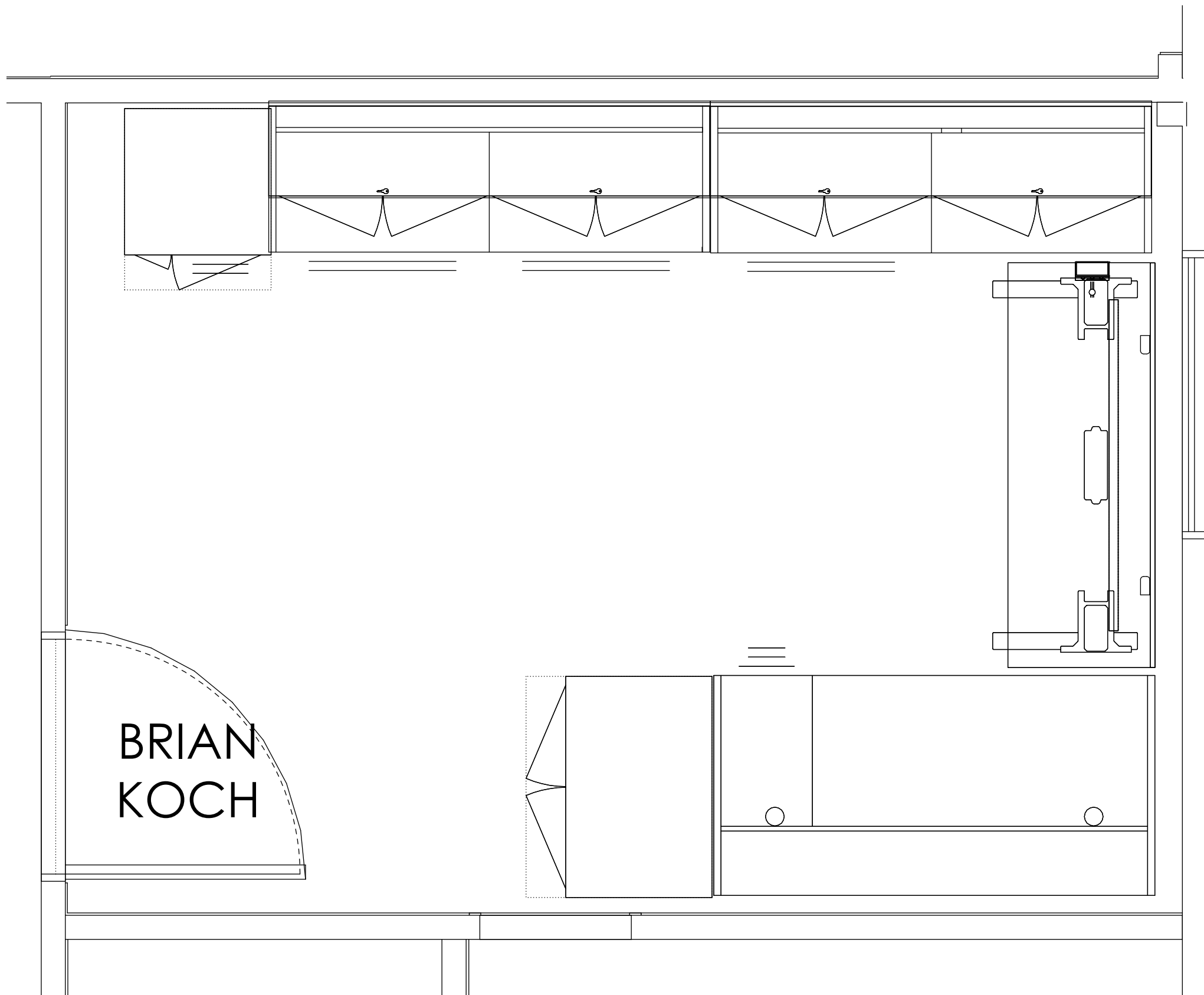
ANDREW D. RENDERING

Reno County Courthouse
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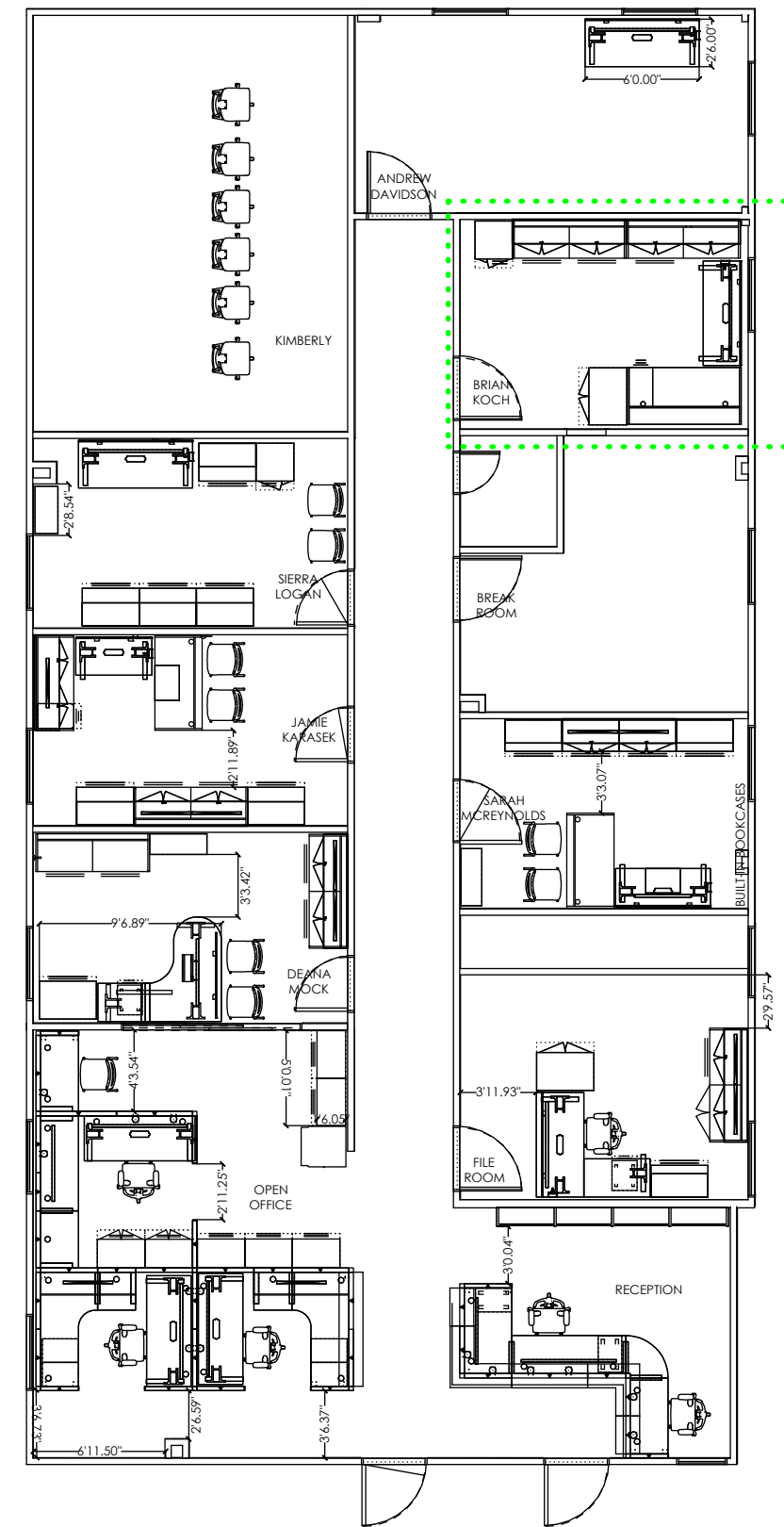


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BRIAN K. ENLARGED PLAN

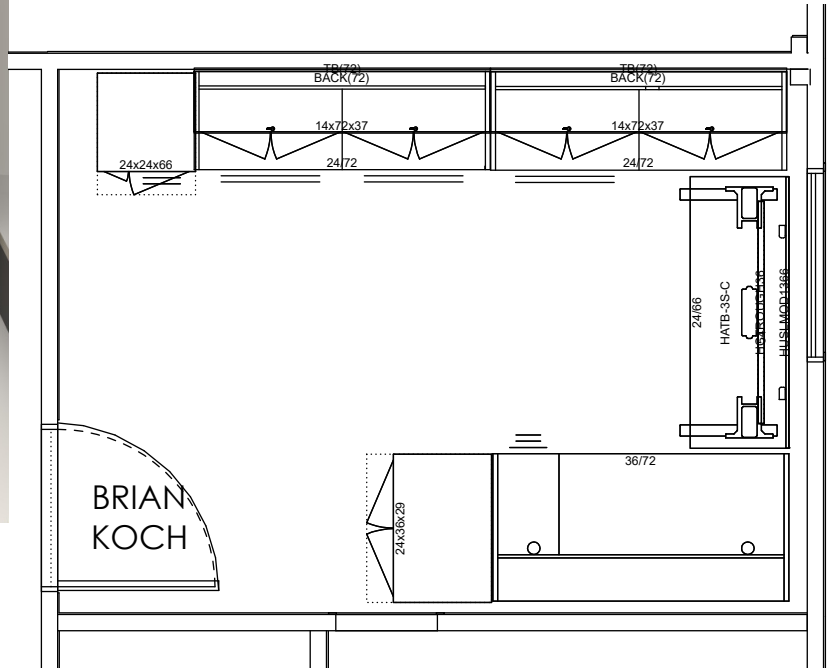


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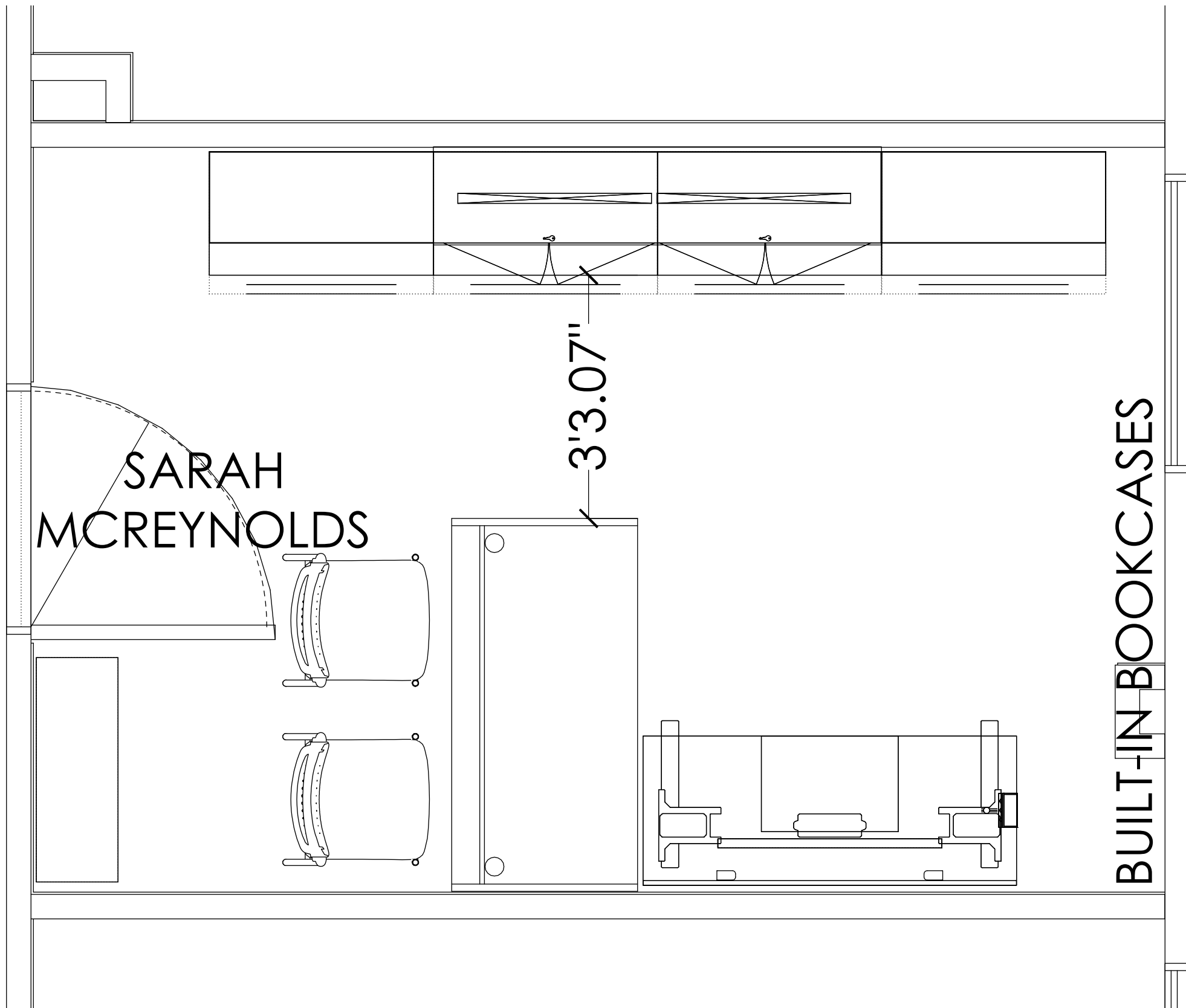
BRIAN K. RENDERING

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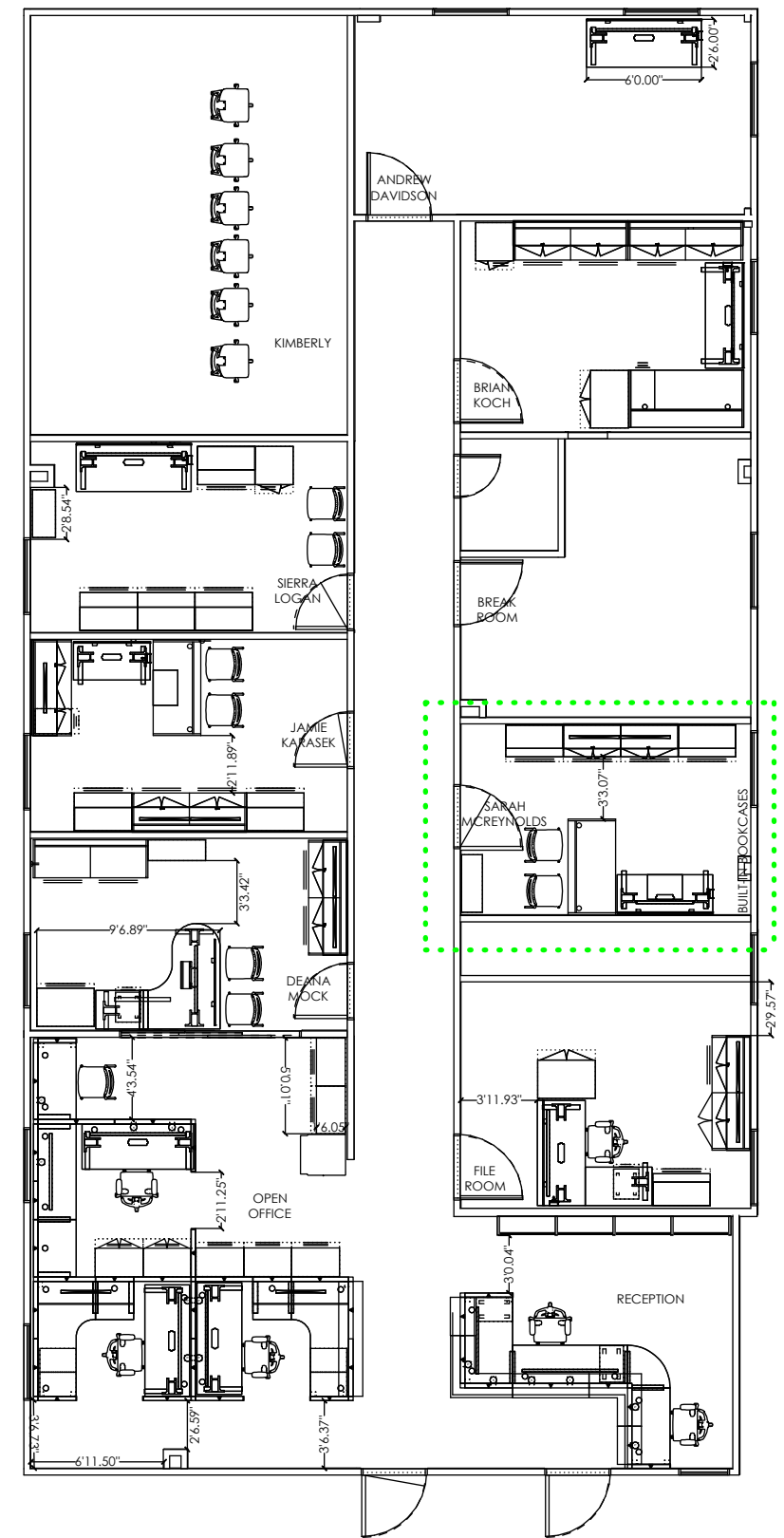
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SARAH
MCREYNOLDS

3'3.07"

BUILT-IN BOOKCASES



SARAH M. ENLARGED PLAN

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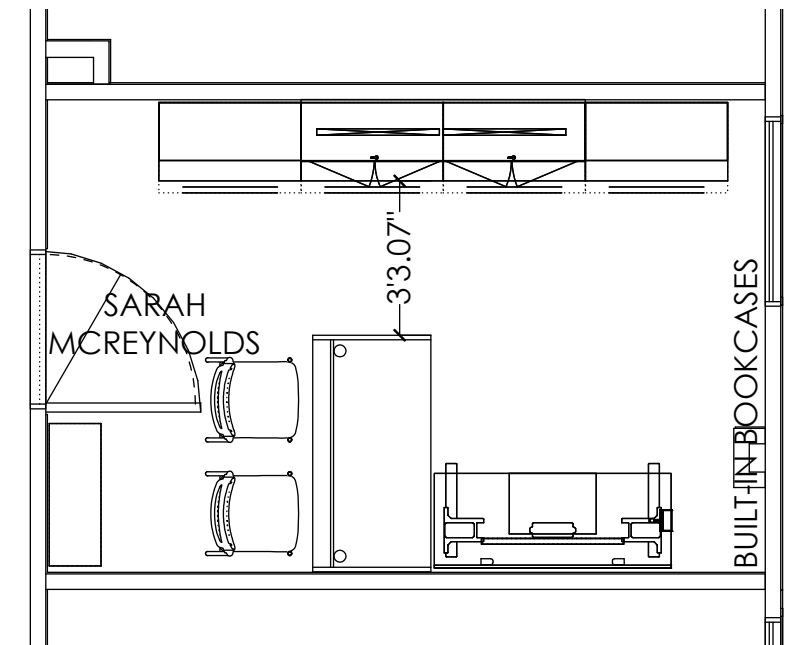


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HEIGHT ADJUSTABLE DESK

UNDERCABINET LED LIGHTING



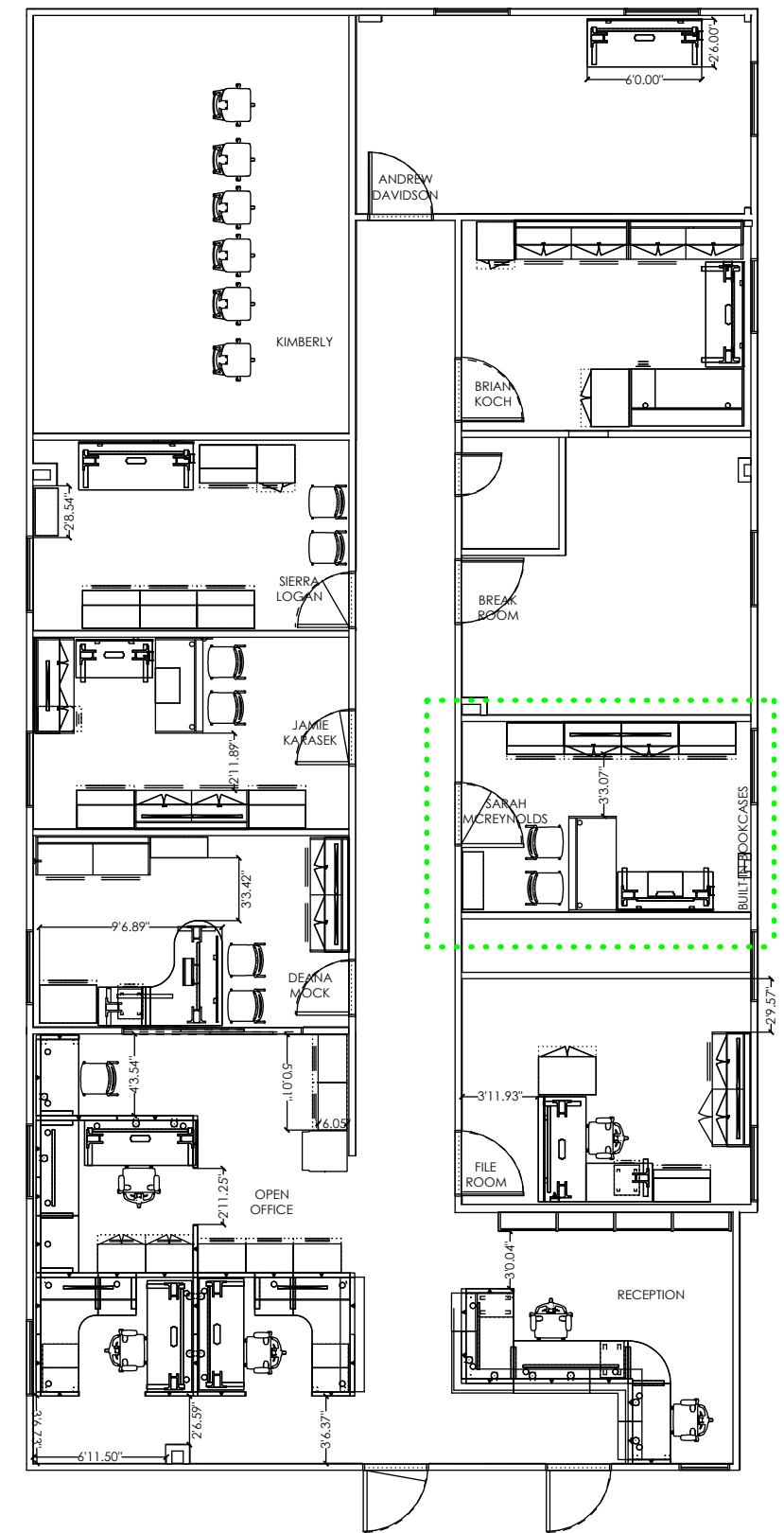
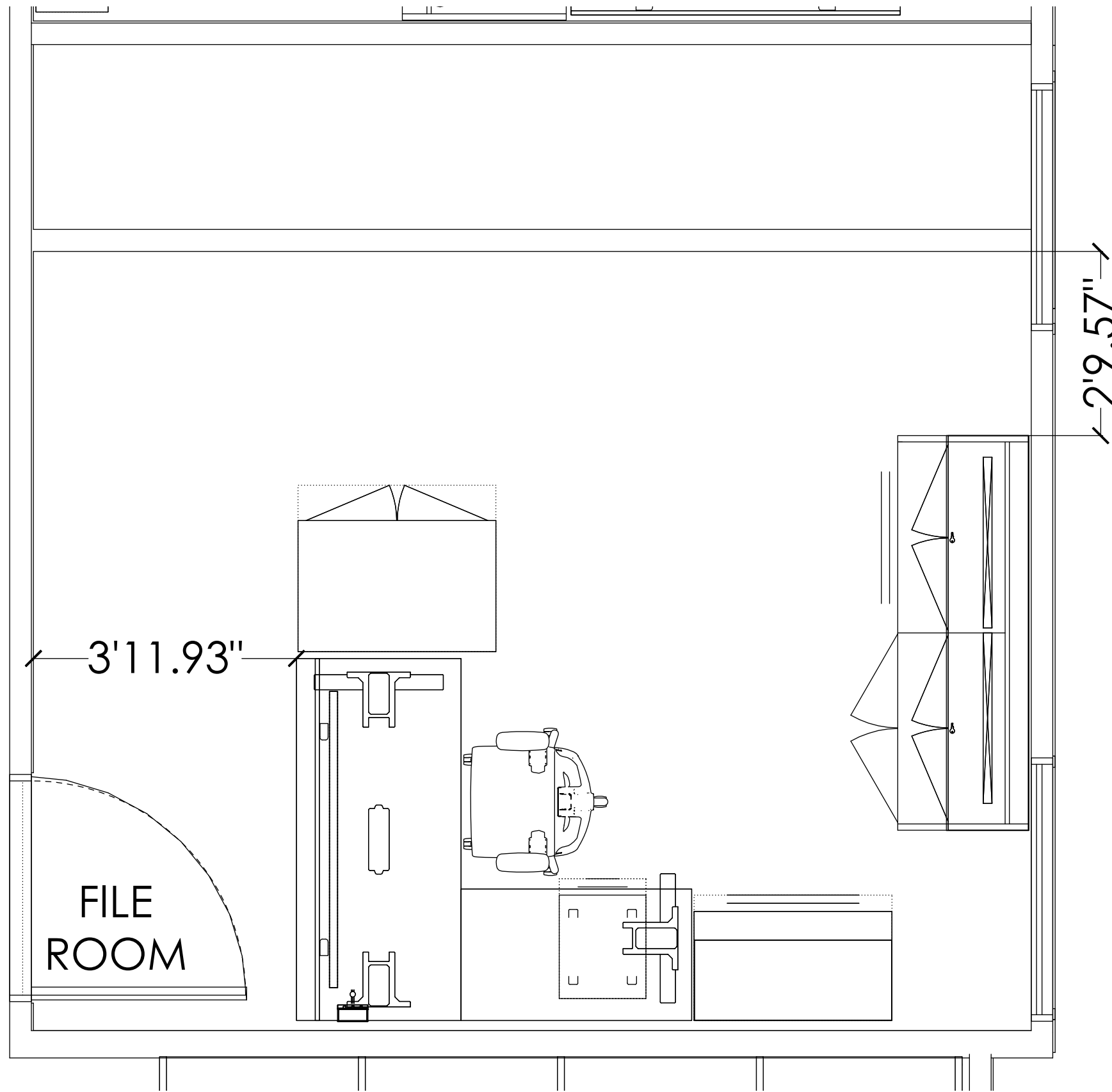
SARAH M. RENDERING

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FILE ROOM ENLARGED PLAN

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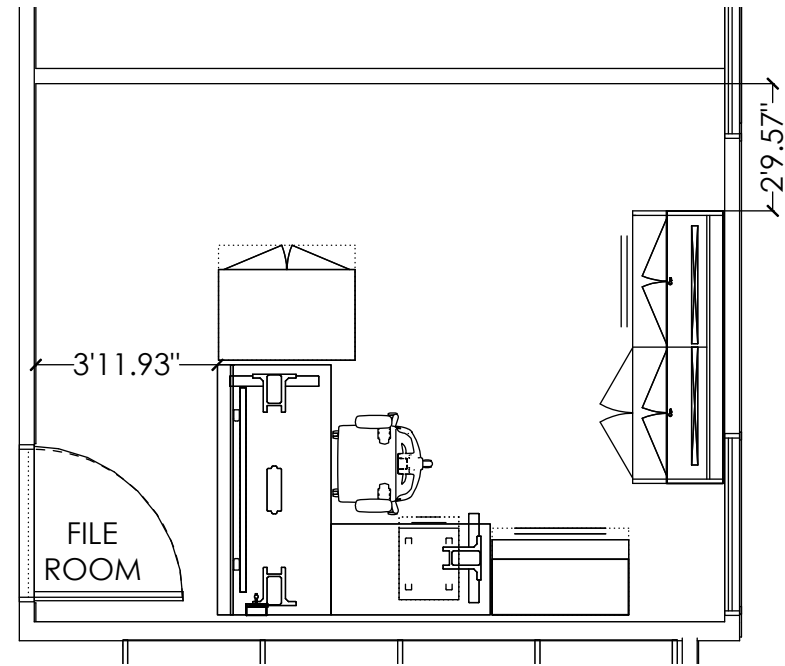
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HEIGHT ADJUSTABLE DESK



UNDERCABINET LED LIGHTING



FILE ROOM RENDERING

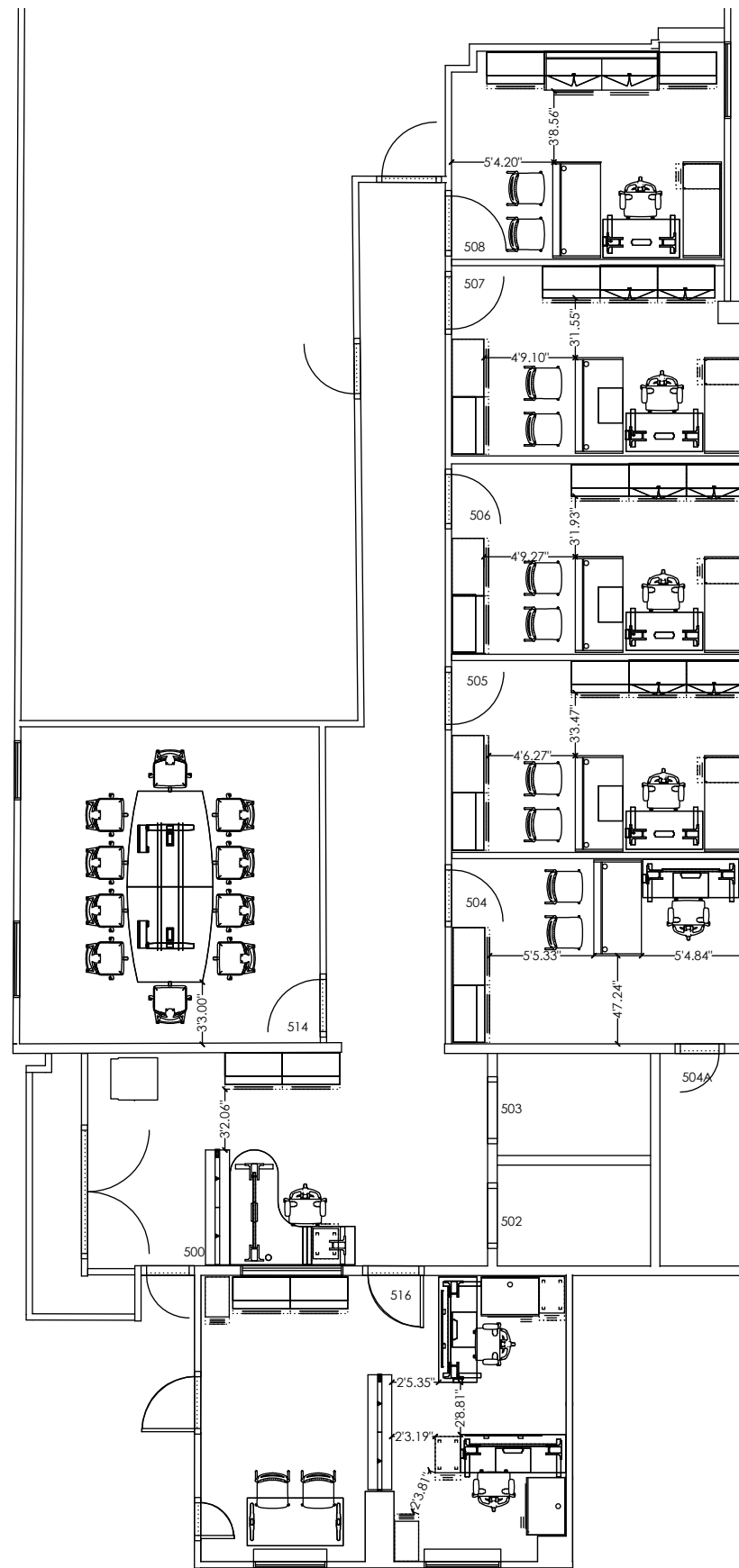
Reno County Courthouse
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OVERALL FURNITURE PLAN



RENO CO COURTHOUSE
5th FLR- DA- REMODELED SECTION

Account Rep:
Last Revised:

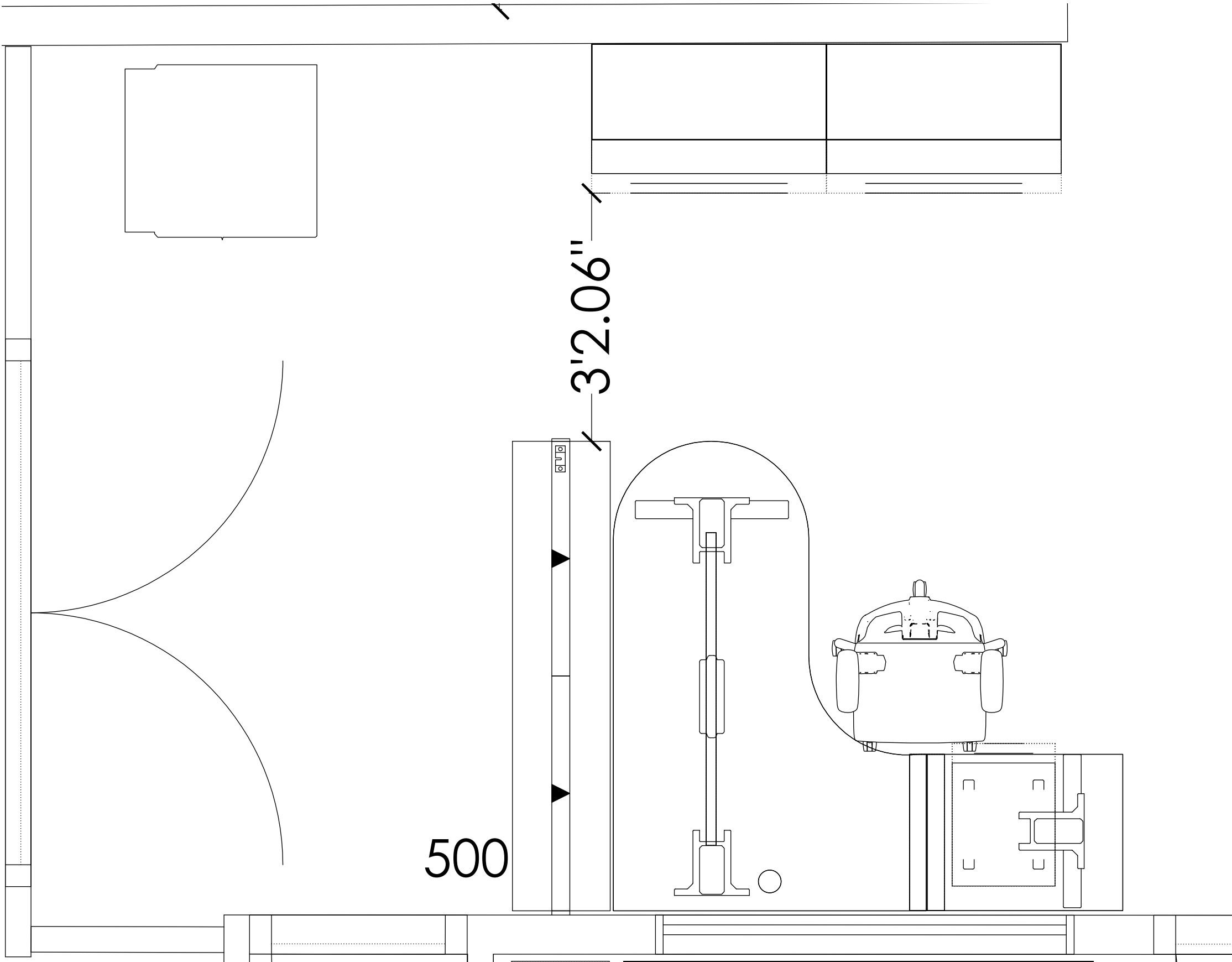
RON VALENTINE
1/23/2024

RENO CNTY -CRTHSE- FLR 5 - REMODLED - CET- V02.cmdrw

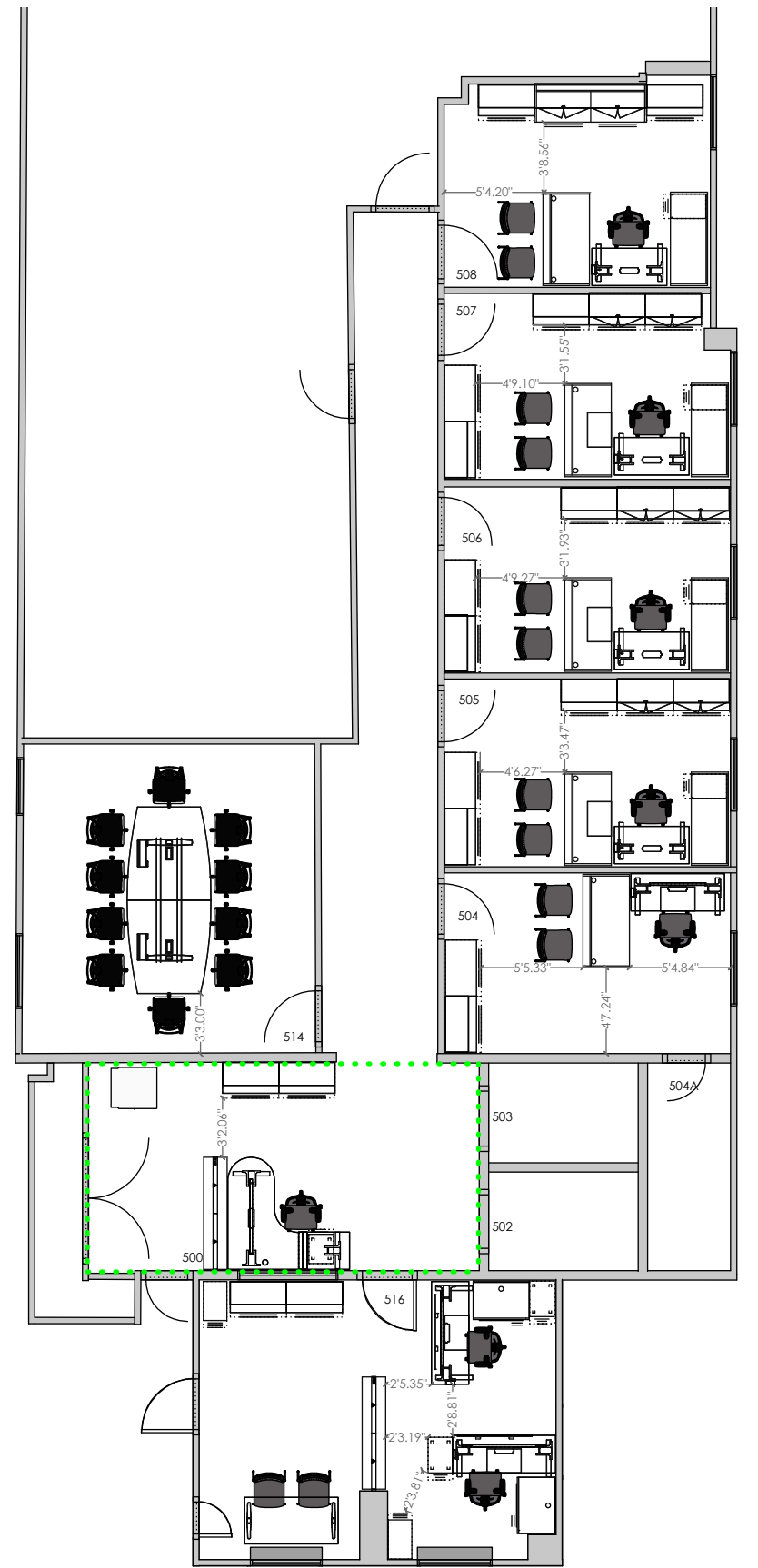


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500 ENLARGED PLAN



RENO CO COURTHOUSE
5th FLR- DA- REMODELED SECTION

Account Rep:
Last Revised:

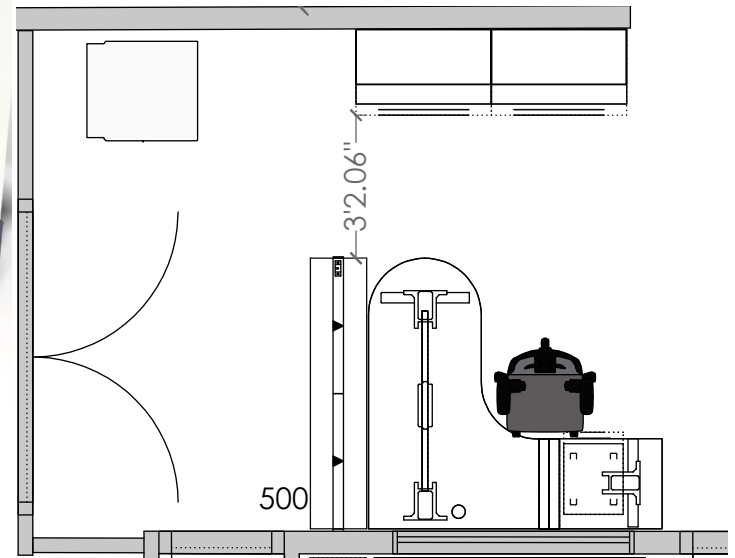
RON VALENTINE
1/23/2024

RENO CNTY -CRTHSE- FLR 5 - REMODLED - CET- V02.cmdrw



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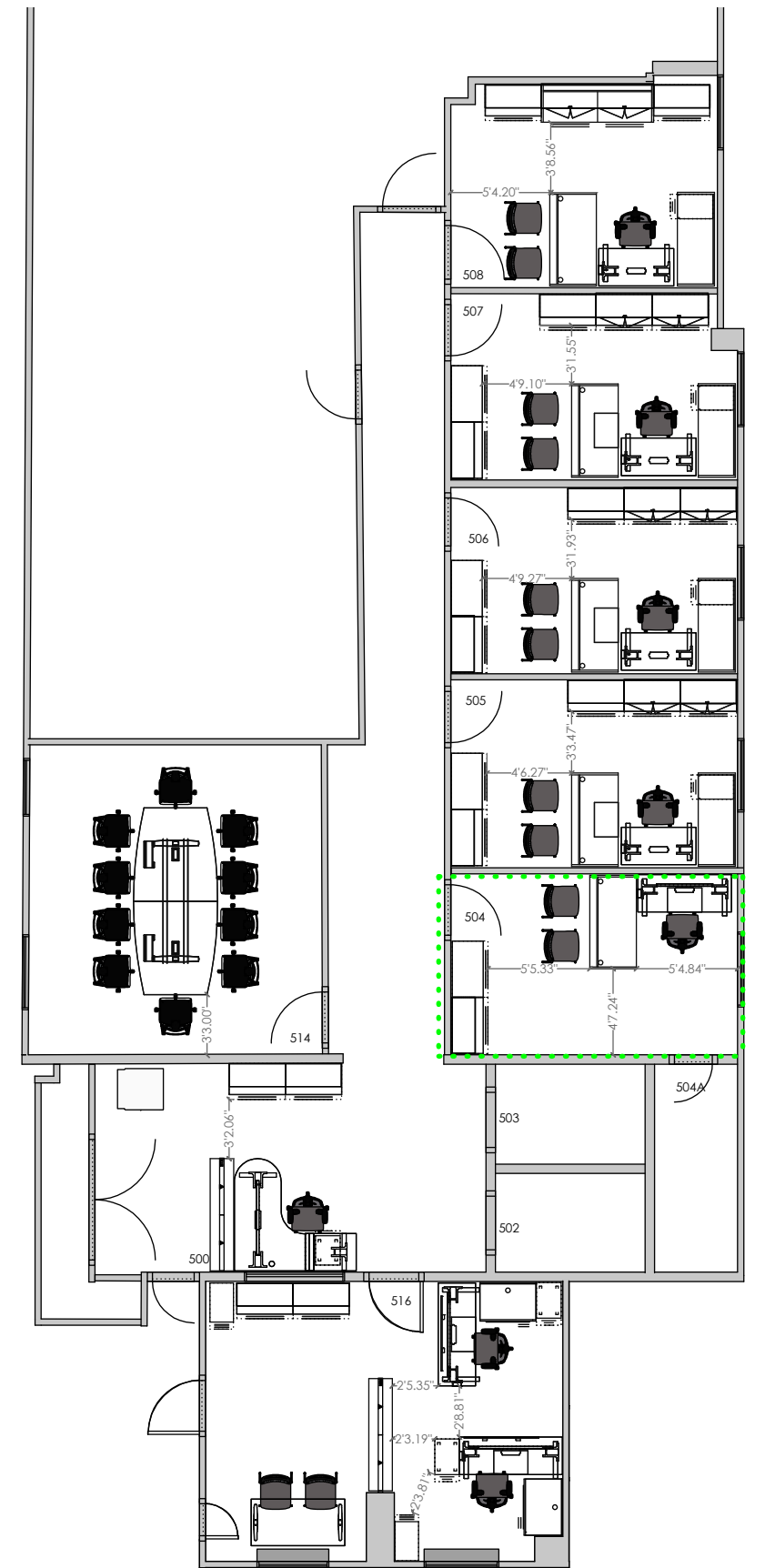
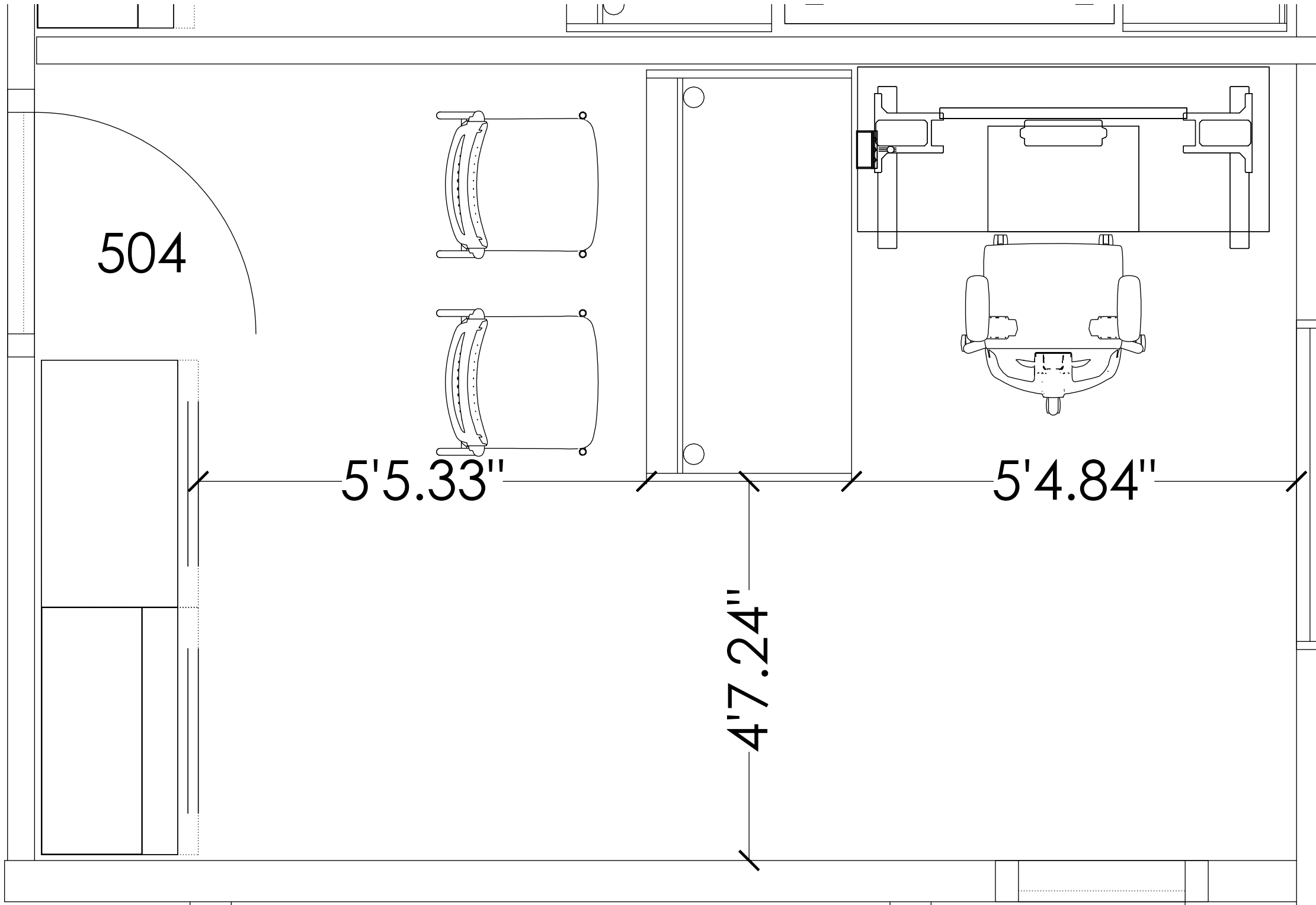
RENDERING A

RENO CO COURTHOUSE
 5th FLR- DA- REMODELED SECTION
 Account Rep: RON VALENTINE
 Last Revised: 1/23/2024
 RENO CNTY -CRTHSE- FLR 5 - REMODLED - CET- V02.cmdrw



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504 ENLARGED PLAN

RENO CO COURTHOUSE
5th FLR- DA- REMODELED SECTION

Account Rep:
Last Revised:

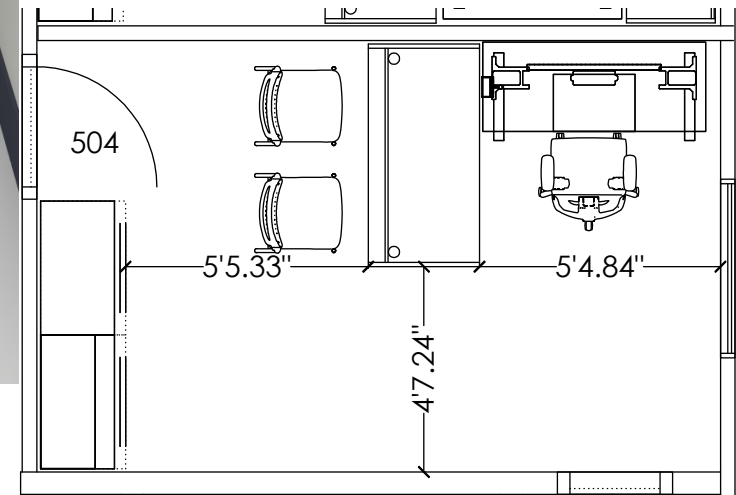
RON VALENTINE
1/23/2024

RENO CNTY -CRTHSE- FLR 5 - REMODLED - CET- V02.cmdrw



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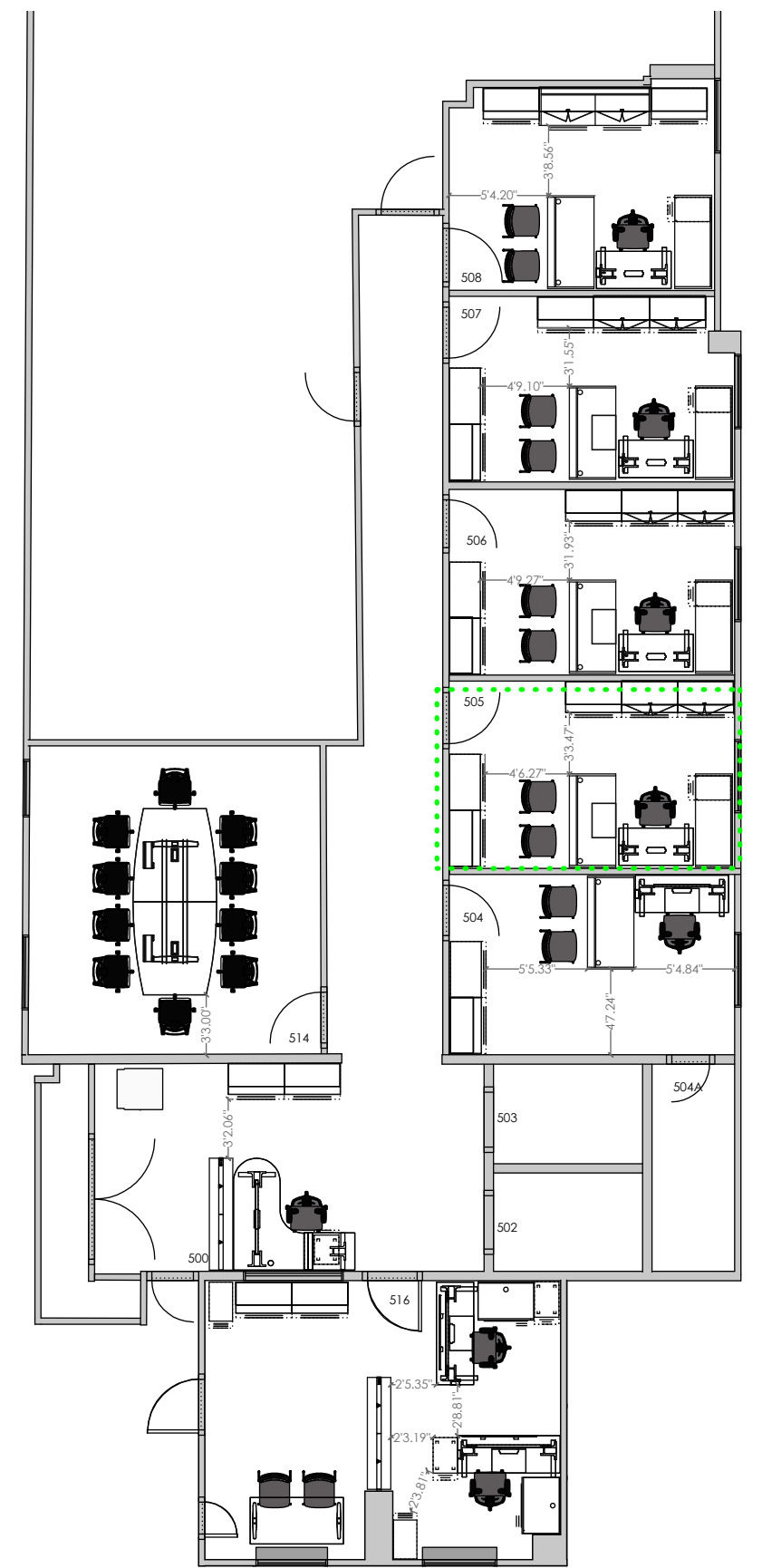
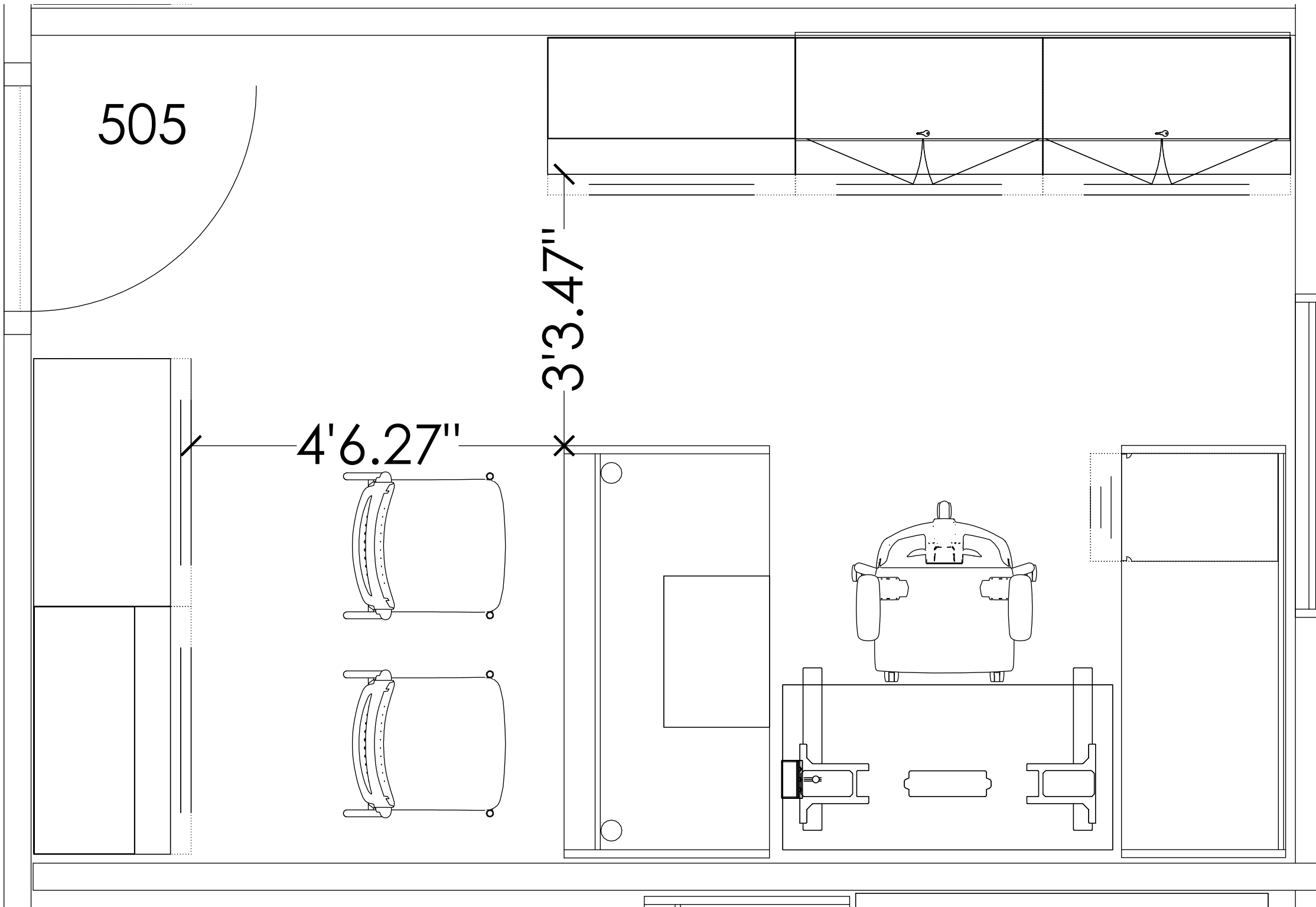
RENDERING A

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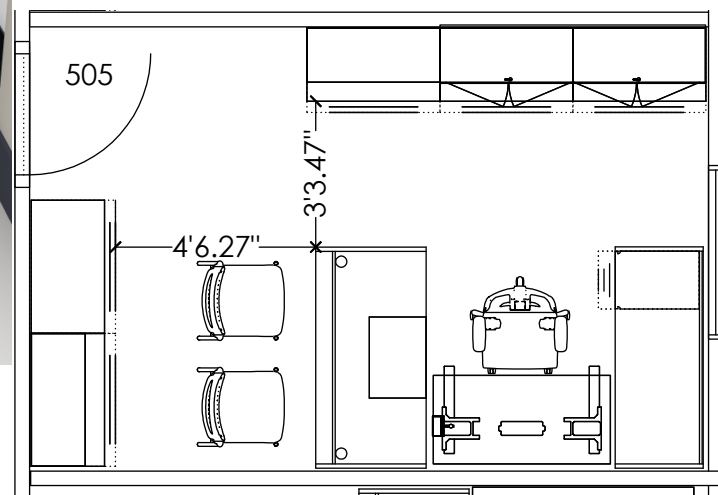
505 ENLARGED PLAN

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 Account Rep: RON VALENTINE
 Last Revised: 1/23/2024
 RENO CNTY -CRTHSE- FLR 5 - REMODLED - CET- V02.cmdrw



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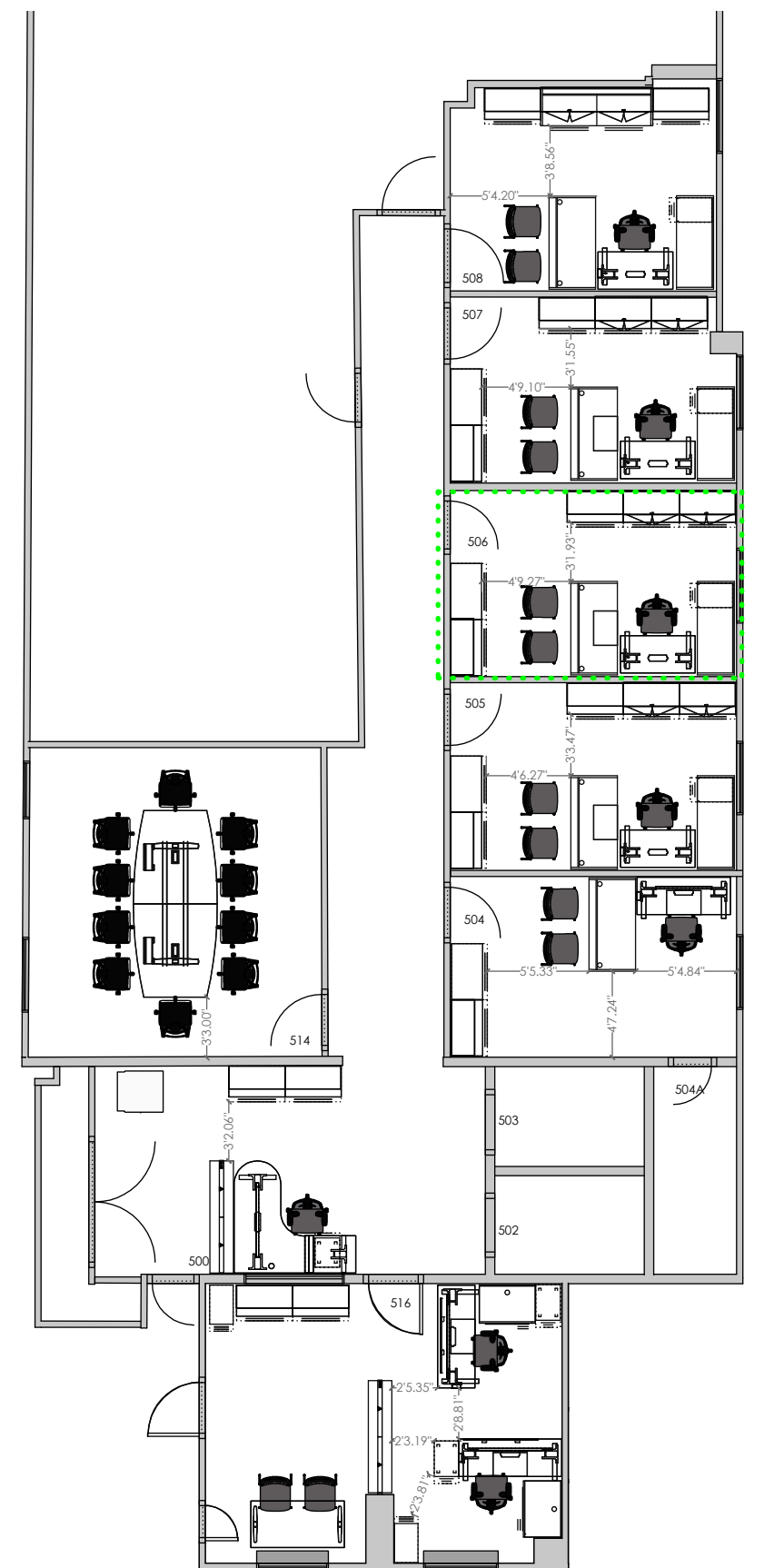
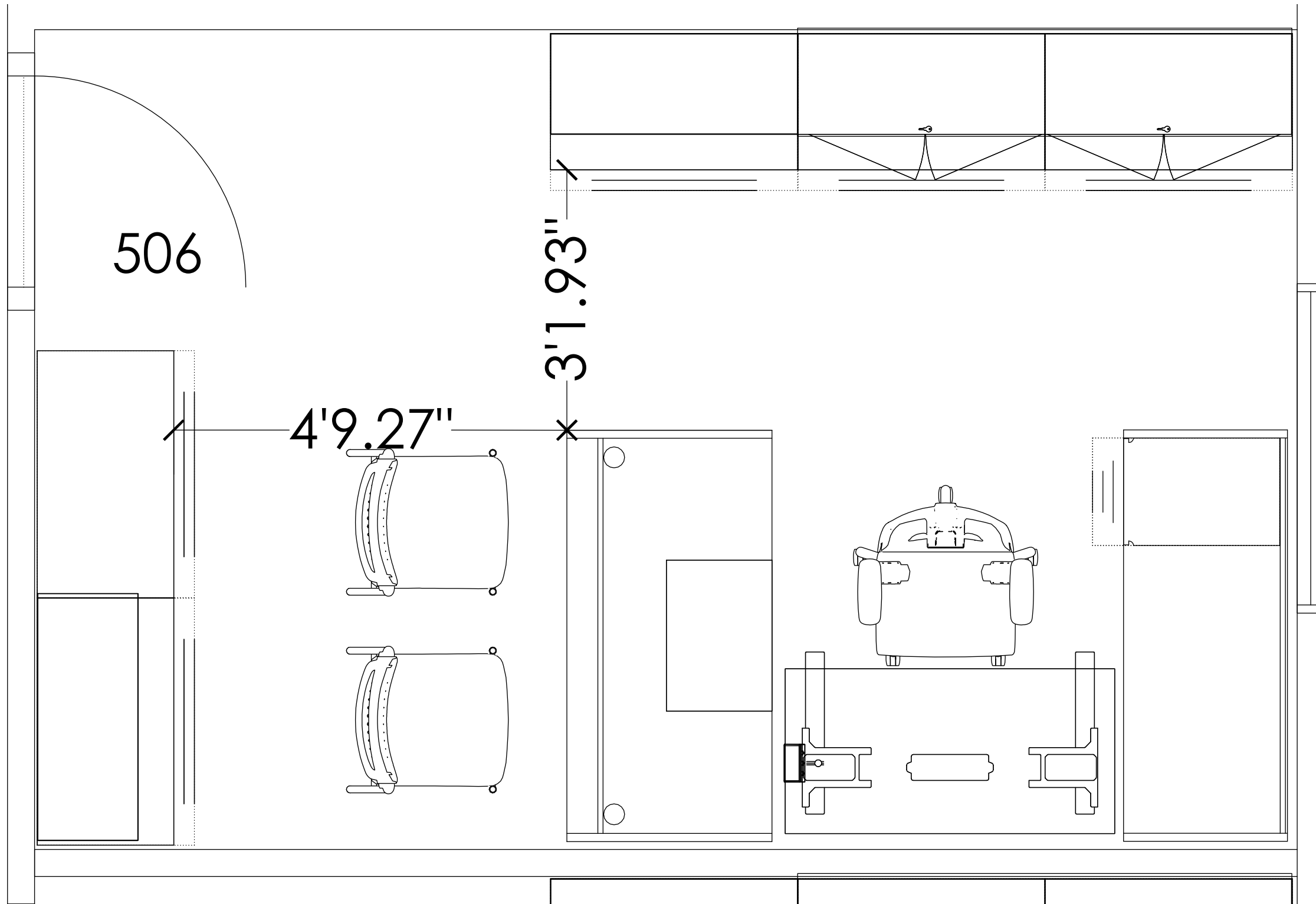
RENDERING A

RENO CO COURTHOUSE
 5th FLR- DA- REMODELED SECTION
 Account Rep: RON VALENTINE
 Last Revised: 1/23/2024
 RENO CNTY -CRTHSE- FLR 5 - REMODLED - CET- V02.cmdrw



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506 ENLARGED PLAN

RENO CO COURTHOUSE
5th FLR- DA- REMODELED SECTION

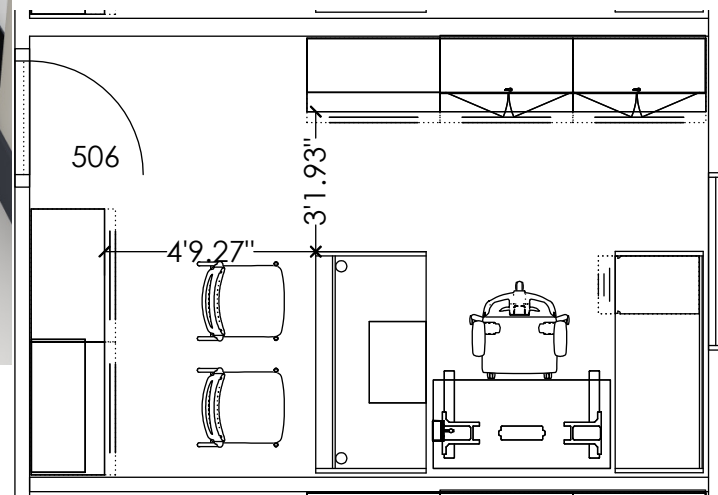
Account Rep: RON VALENTINE
Last Revised: 1/23/2024

RENO CNTY -CRTHSE- FLR 5 - REMODLED - CET- V02.cmdrw



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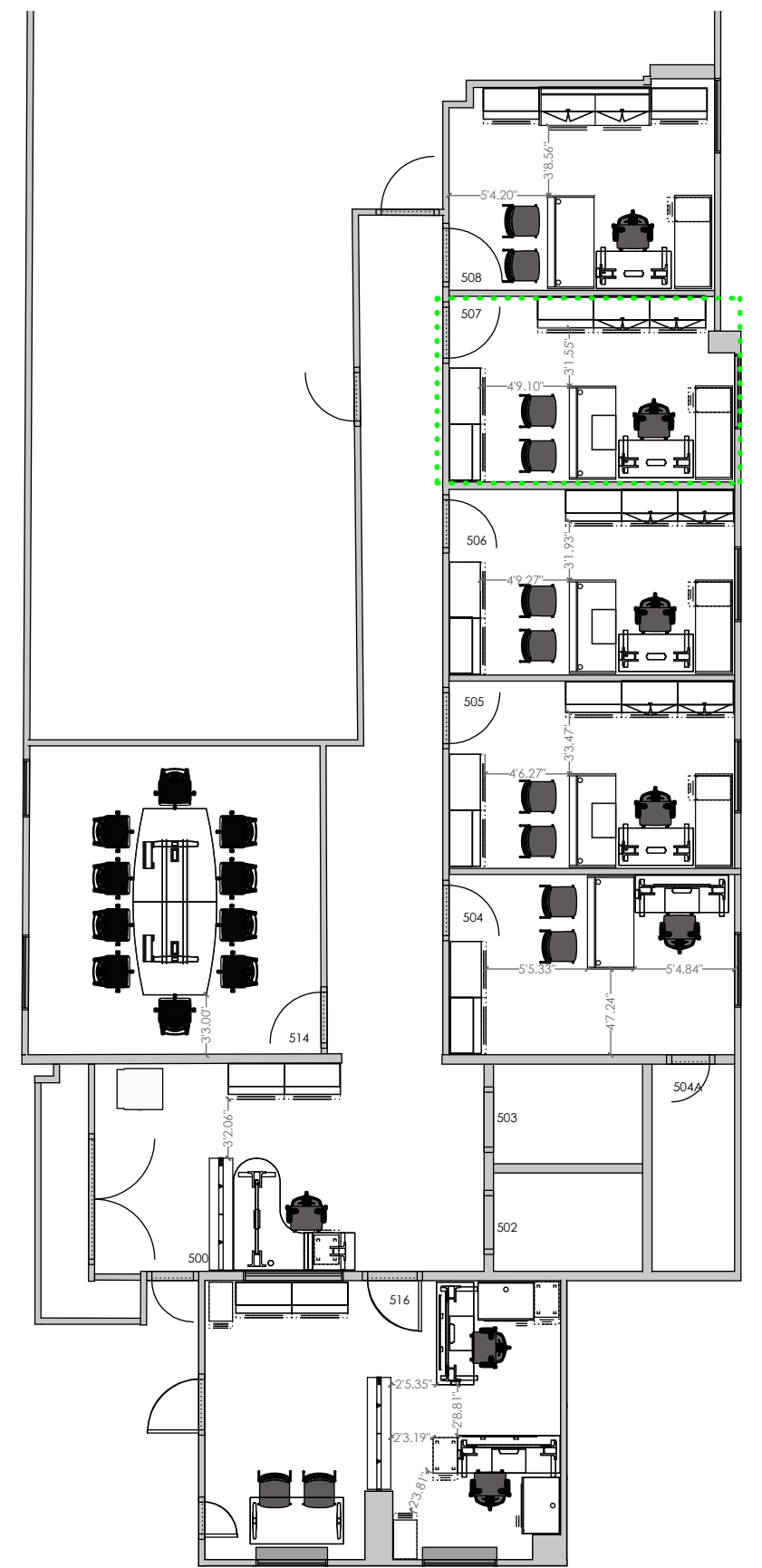
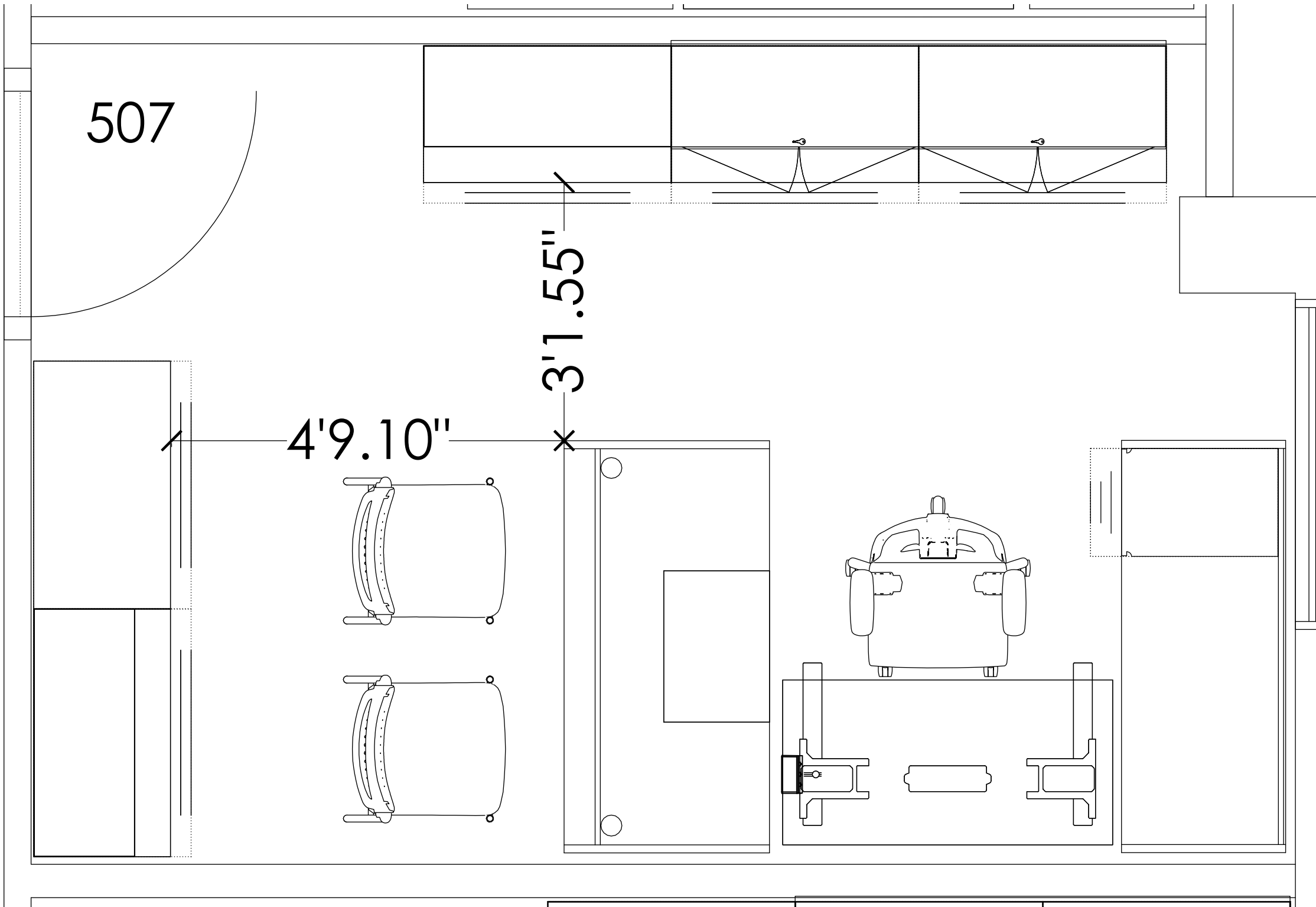
RENDERING A

RENO CO COURTHOUSE
 5th FLR- DA- REMODELED SECTION
 Account Rep: RON VALENTINE
 Last Revised: 1/23/2024
 RENO CNTY -CRTHSE- FLR 5 - REMODLED - CET- V02.cmdrw



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507 ENLARGED PLAN

RENO CO COURTHOUSE
5th FLR- DA- REMODELED SECTION

Account Rep:
Last Revised:

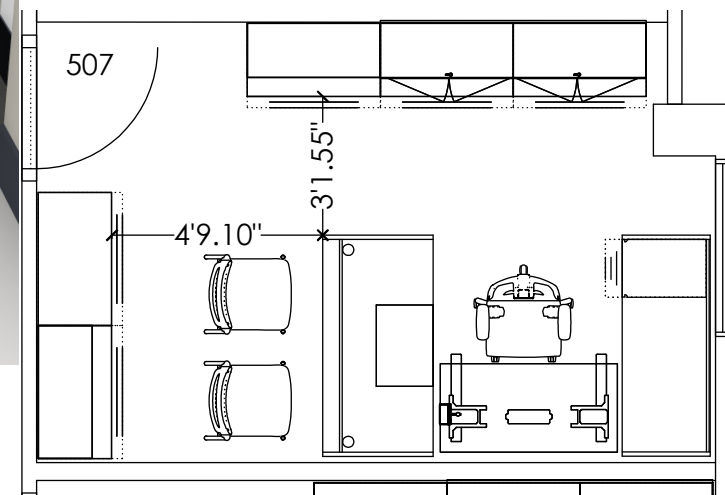
RON VALENTINE
1/23/2024

RENO CNTY -CRTHSE- FLR 5 - REMODLED - CET- V02.cmdrw



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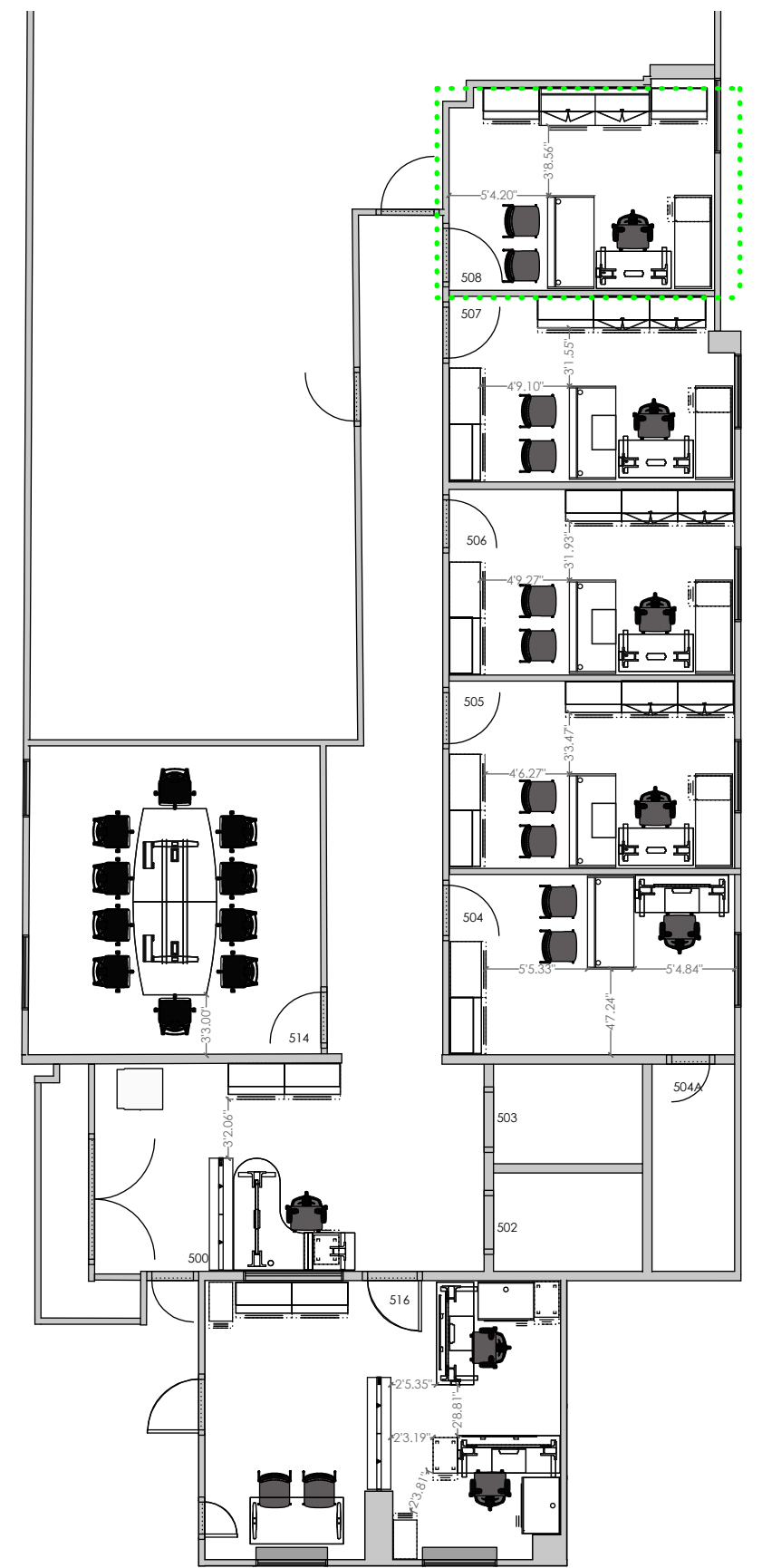
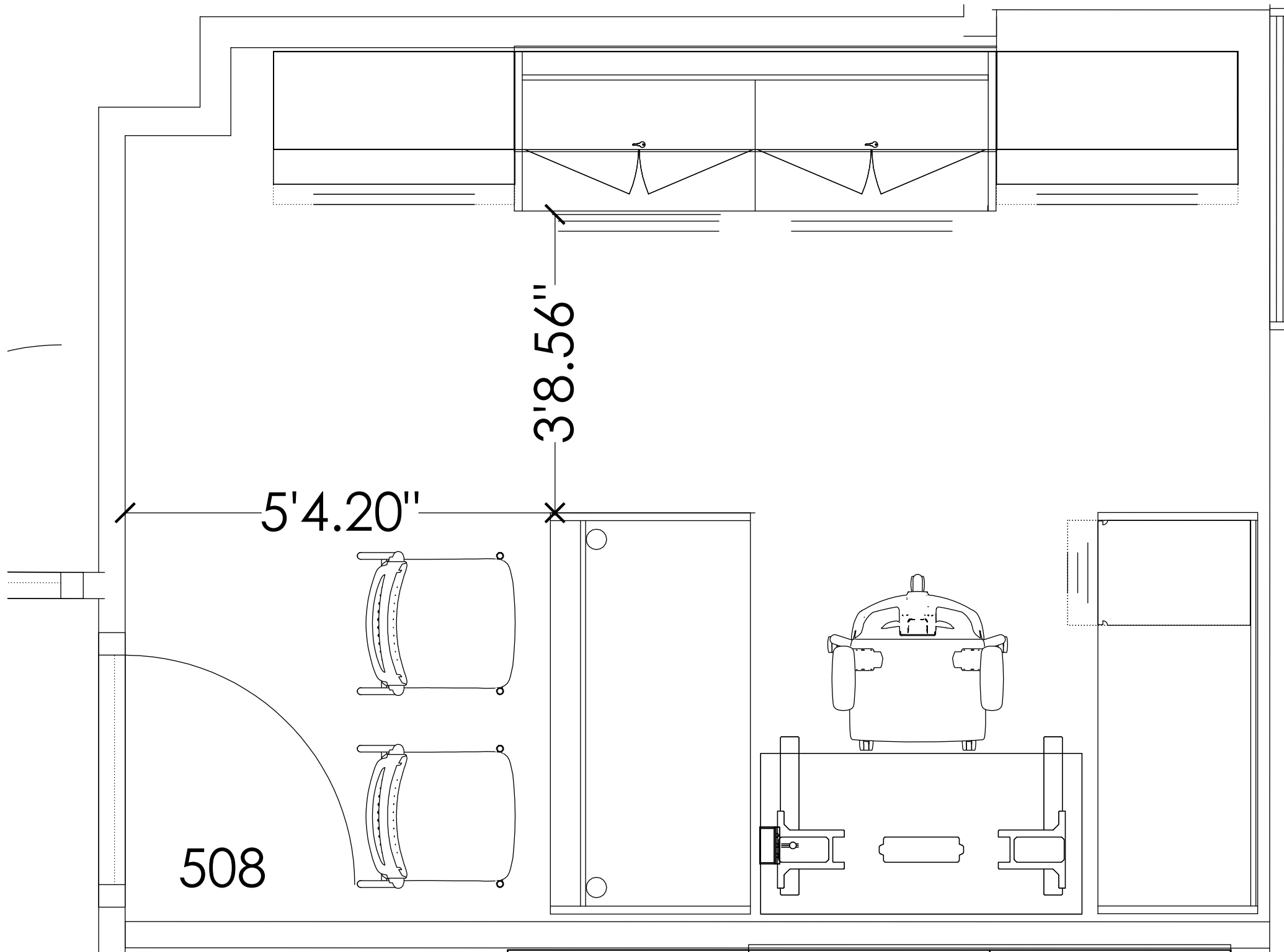
RENDERING A

RENO CO COURTHOUSE
 5th FLR- DA- REMODELED SECTION
 Account Rep: RON VALENTINE
 Last Revised: 1/23/2024
 RENO CNTY -CRTHSE- FLR 5 - REMODLED - CET- V02.cmdrw



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508 ENLARGED PLAN

RENO CO COURTHOUSE
5th FLR- DA- REMODELED SECTION

Account Rep:
Last Revised:

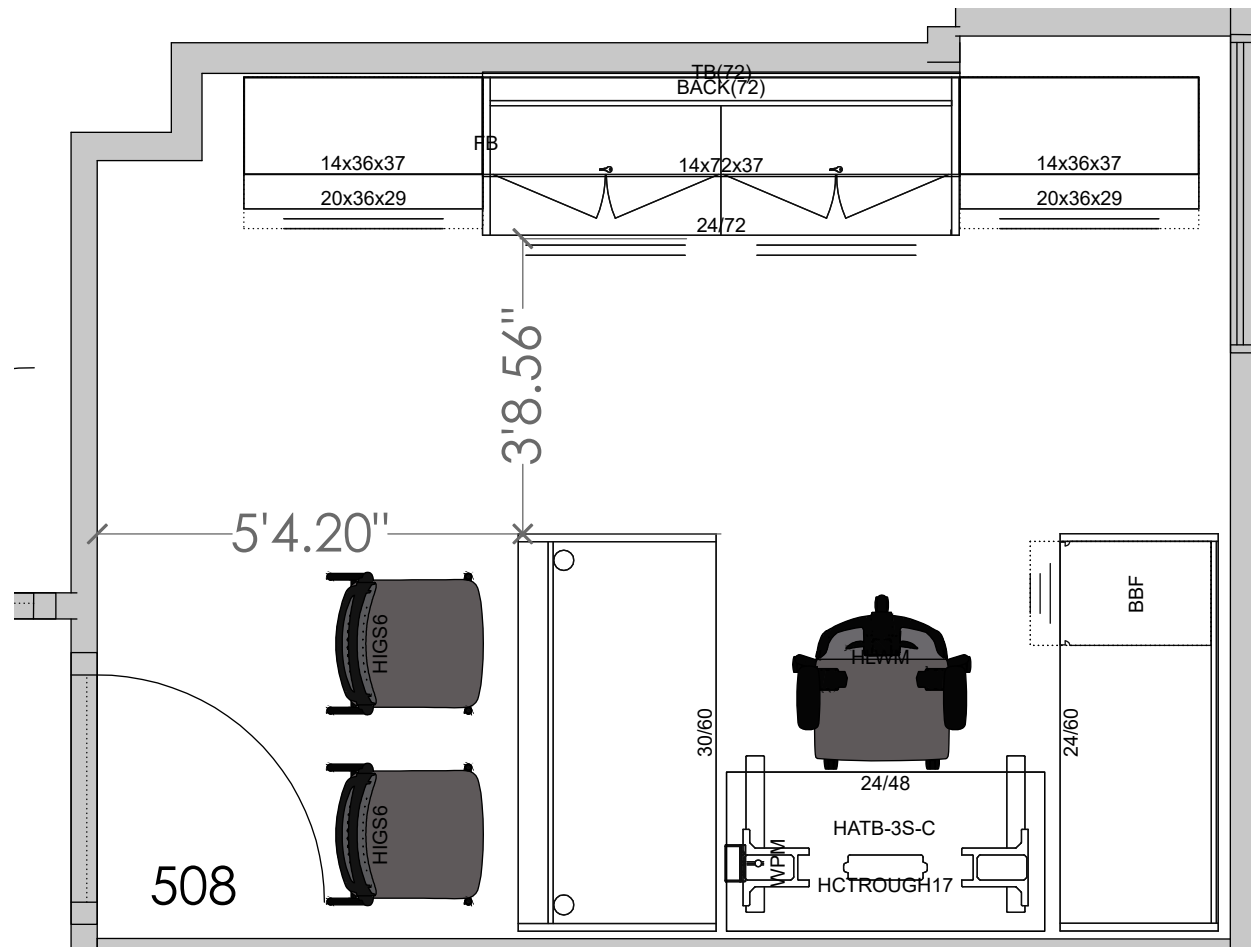
RON VALENTINE
1/23/2024

RENO CNTY -CRTHSE- FLR 5 - REMODLED - CET- V02.cmdrw



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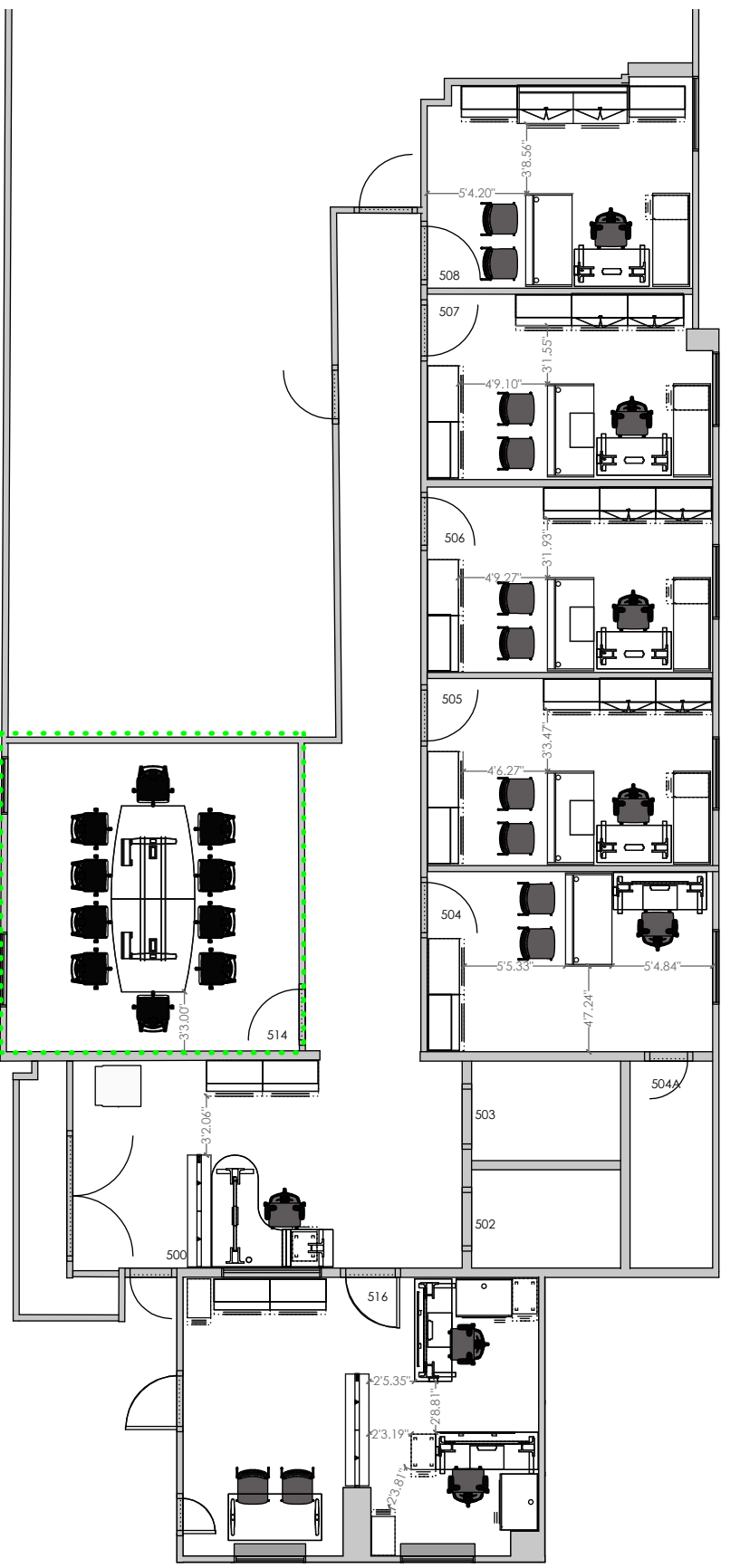
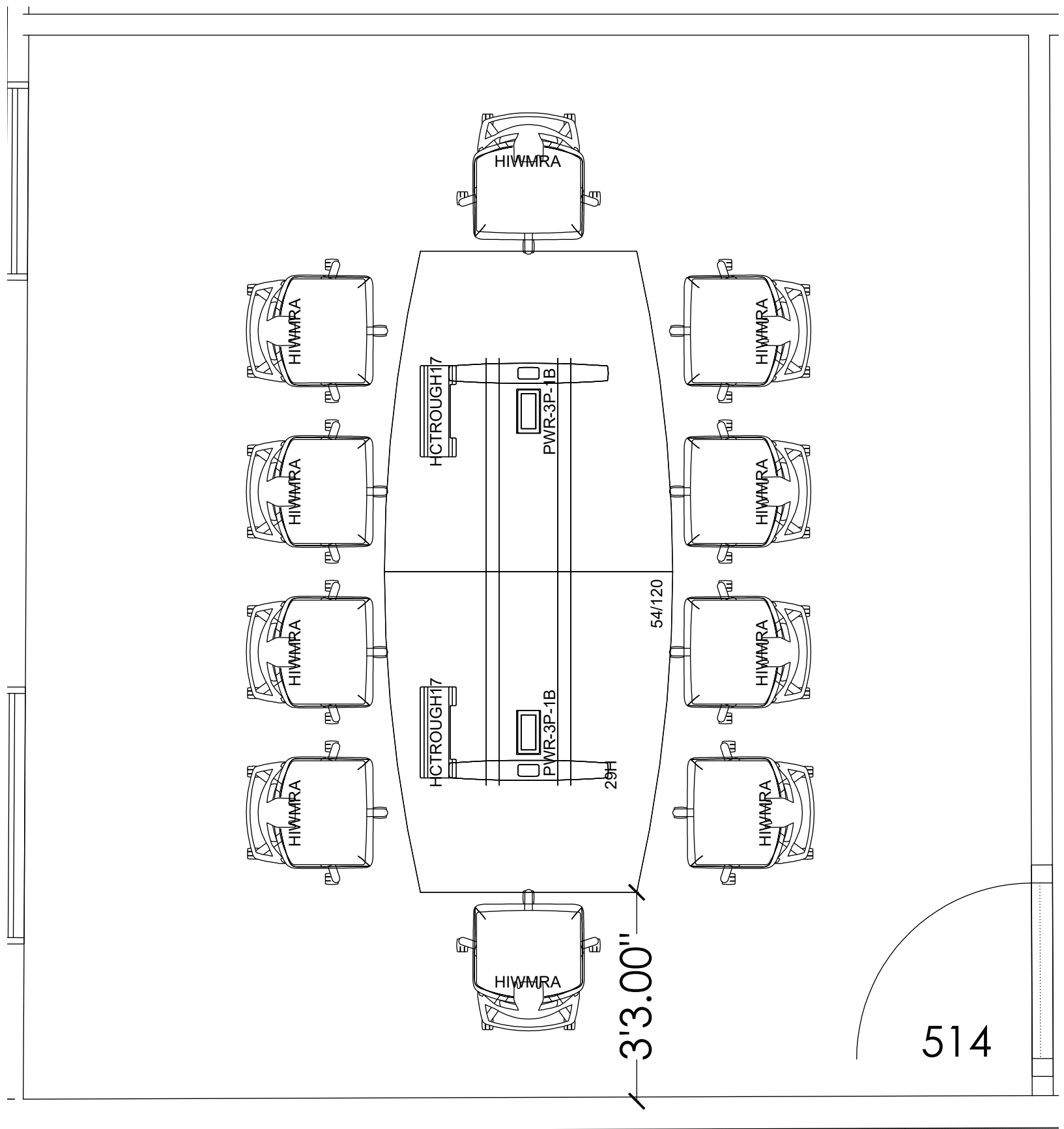
508 FURNITRE PLAN & RENDERING

RENO CO COURTHOUSE
 5th FLR- DA- REMODELED SECTION
 Account Rep: RON VALENTINE
 Last Revised: 1/23/2024
 RENO CNTY -CRTHSE- FLR 5 - REMODLED - CET- V02.cmdrw



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514 ENLARGED PLAN

RENO CO COURTHOUSE
5th FLR- DA- REMODELED SECTION

Account Rep:
Last Revised:

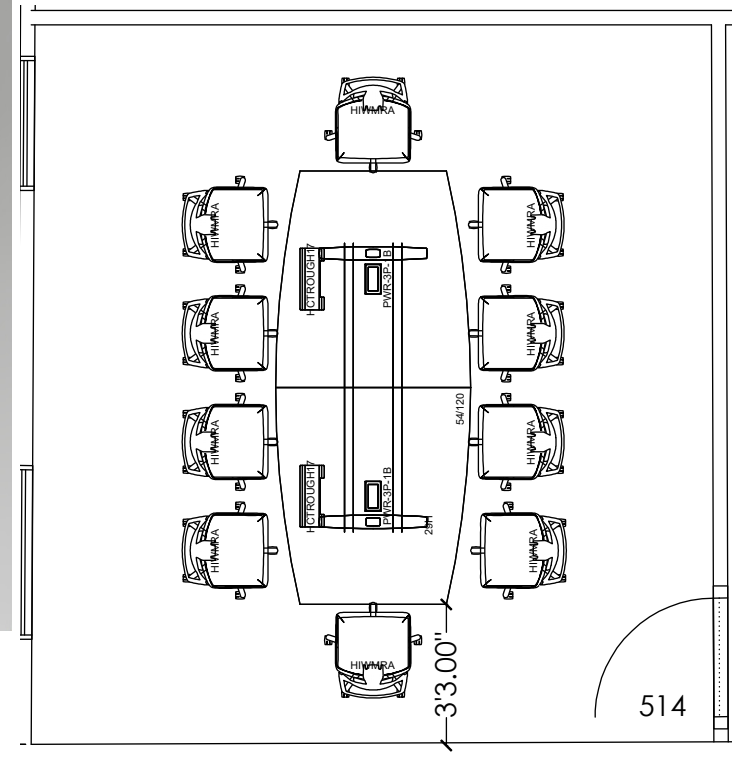
RON VALENTINE
1/23/2024

RENO CNTY -CRTHSE- FLR 5 - REMODLED - CET- V02.cmdrw



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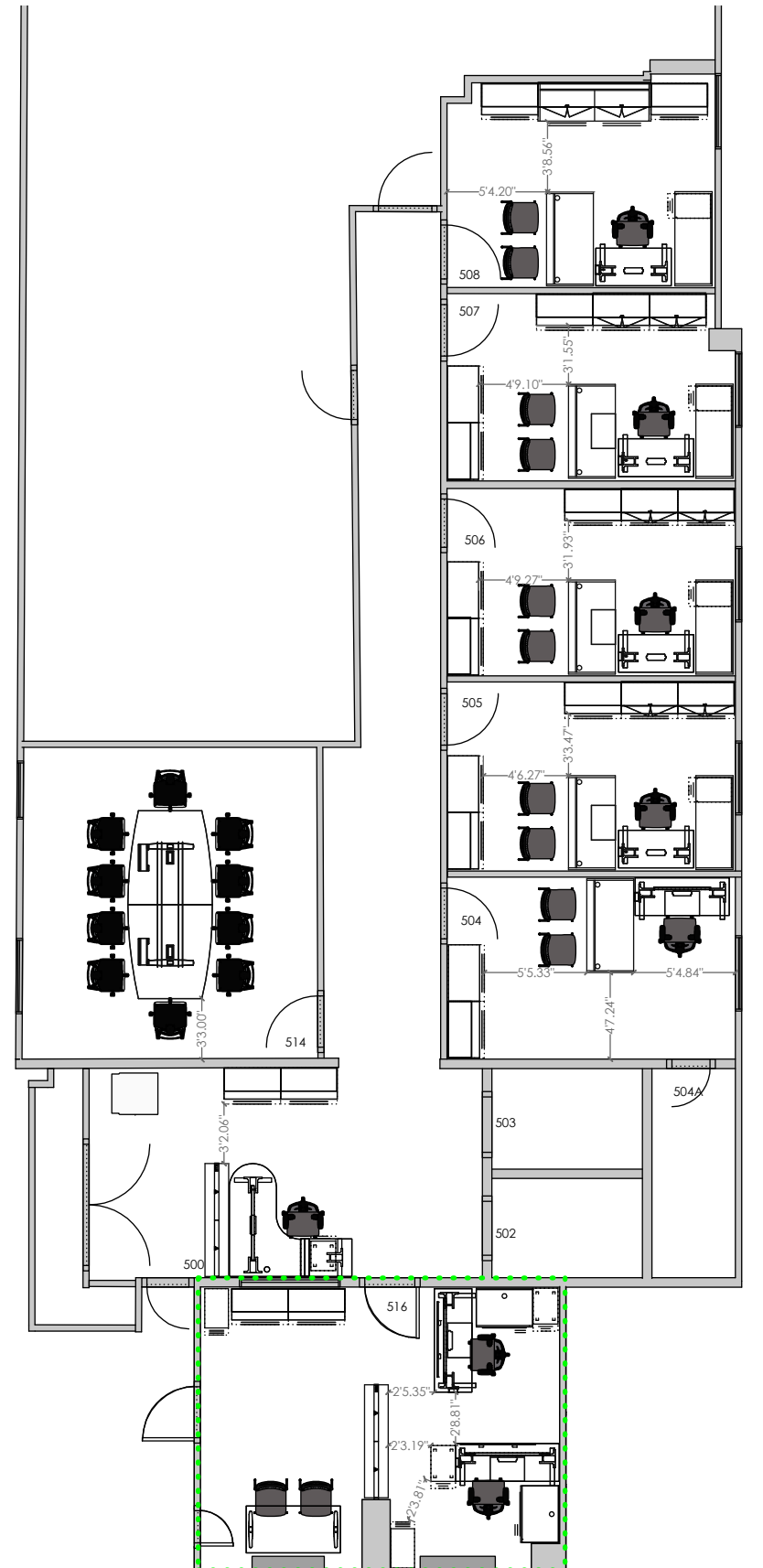
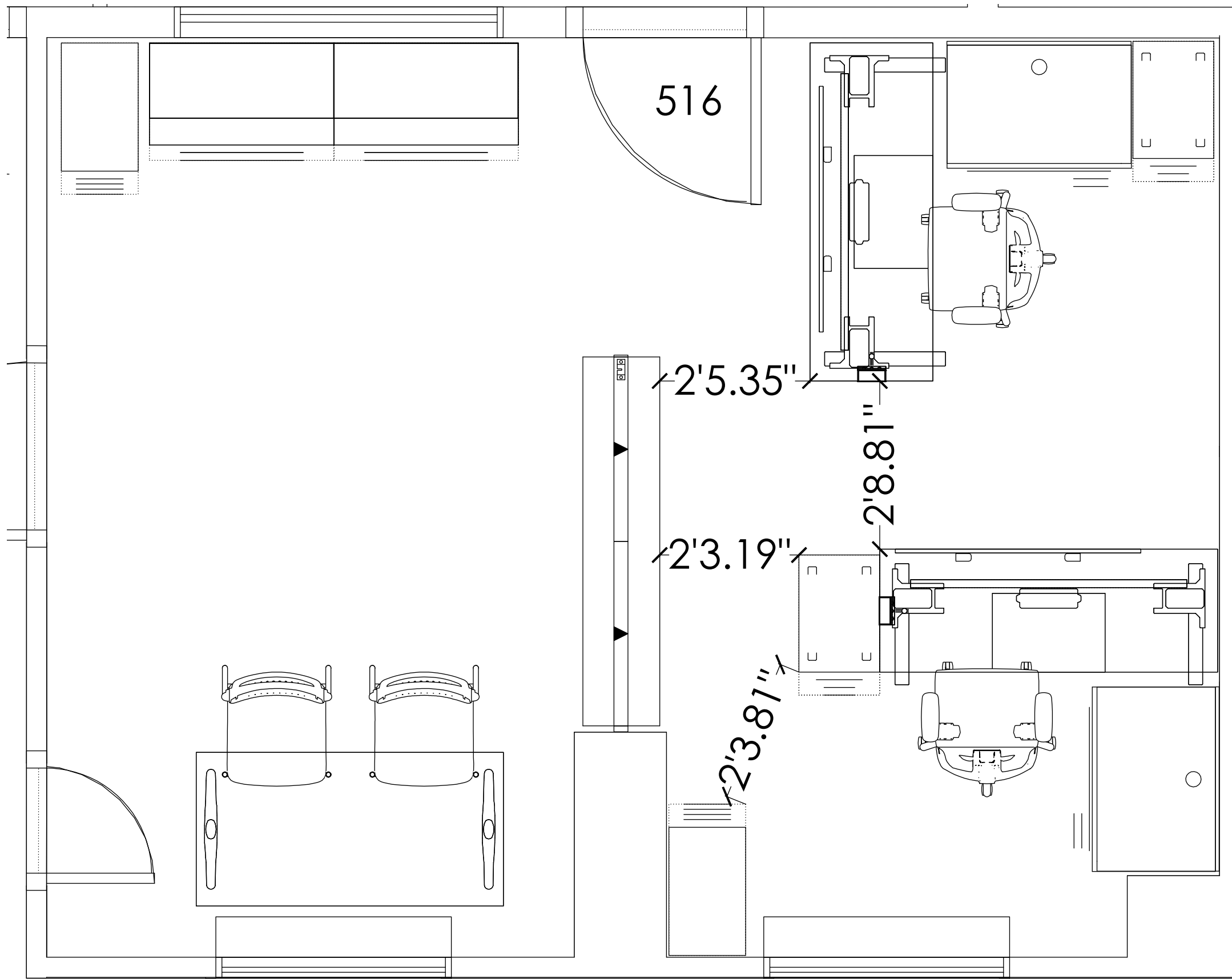
RENDERING A

RENO CO COURTHOUSE
 5th FLR- DA- REMODELED SECTION
 Account Rep: RON VALENTINE
 Last Revised: 1/23/2024
 RENO CNTY -CRTHSE- FLR 5 - REMODLED - CET- V02.cmdrw



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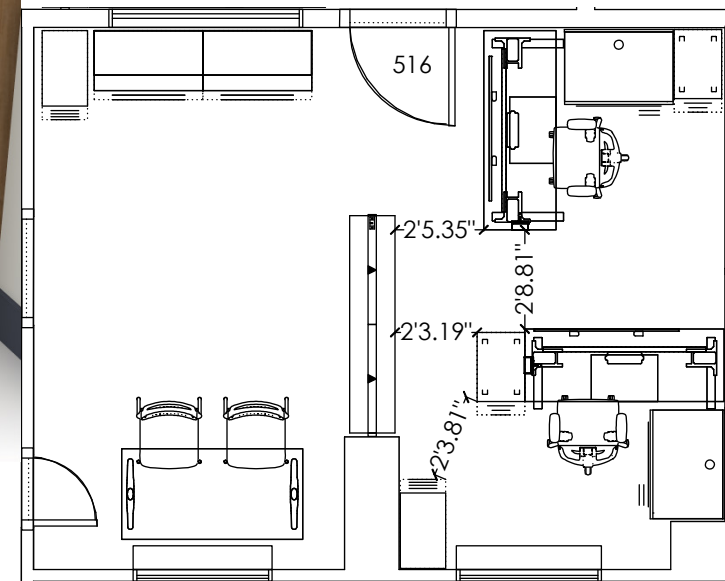
516 ENLARGED PLAN

RENO CO COURTHOUSE
 5th FLR- DA- REMODELED SECTION
 Account Rep: RON VALENTINE
 Last Revised: 1/23/2024
 RENO CNTY -CRTHSE- FLR 5 - REMODLED - CET- V02.cmdrw



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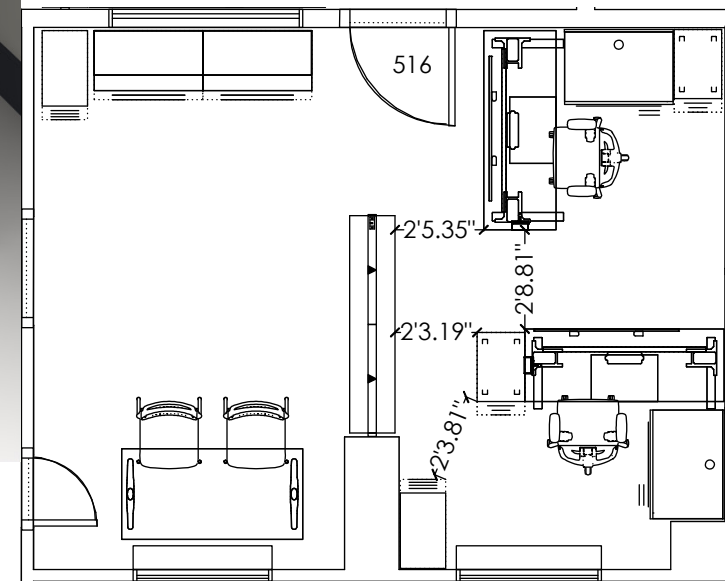
RENDERING A

RENO CO COURTHOUSE
 5th FLR- DA- REMODELED SECTION
 Account Rep: RON VALENTINE
 Last Revised: 1/23/2024
 RENO CNTY -CRTHSE- FLR 5 - REMODLED - CET- V02.cmdrw



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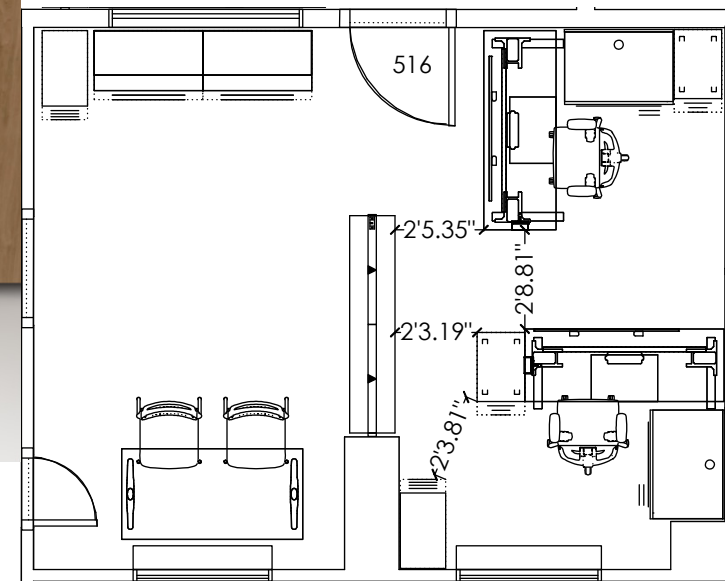
RENDERING B

RENO CO COURTHOUSE
 5th FLR- DA- REMODELED SECTION
 Account Rep: RON VALENTINE
 Last Revised: 1/23/2024
 RENO CNTY -CRTHSE- FLR 5 - REMODLED - CET- V02.cmdrw



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RENDERING C

RENO CO COURTHOUSE
 5th FLR- DA- REMODELED SECTION
 Account Rep: RON VALENTINE
 Last Revised: 1/23/2024
 RENO CNTY -CRTHSE- FLR 5 - REMODLED - CET- V02.cmdrw



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HON C/O OFFICE PLUS OF KANSAS
 200 OAK ST
 MUSCATINE, IA 52761

Quote Name: RENO CO 5TH FL DA -V2	Quote Number: SQFOI004404-1
Created By: Breanna Mounts	Created Date: 1/25/2024
Comments: ACCOUNT REP: RON VALENTINE	Last Modified Date: 1/25/2024
	Total Units: 646

Customer / Contact Information	Shipping Information
RENO CO. DA 5TH FLOOR	

Pricing: QUOTE IS VALID FOR 30 DAYS

Line #	Qty	Tags	Item			Total
001	1	0.1 1st FL- SANDRA HAD HATB-3S-C	HHATB3S2LC.LOFT.X.MEM 3 STAGE 2 LEG RECTANGLE C FOOT	Sell Price	\$367.61	\$367.61
				Discount	68.50%	
				List Price	\$1,167.00	\$1,167.00
			PAINT: P1 Paint Opts			
			PAINT_Selection: Loft			
			GLIDE: Standard Glide			
			KEYPAD: Memory Preset			

Line #	Qty	Tags	Item			Total
002	1	0.1 1st FL- SANDRA HAD 36	HLZL5SC48.P 36W EXTERNAL STIFFENER	Sell Price	\$47.20	\$47.20
				Discount	60.00%	
				List Price	\$118.00	\$118.00
			PAINT: Black			

Line #	Qty	Tags	Item			Total
003	1	0.1 1st FL- SANDRA HAD 24/54	HNLRC2454.GPINC.X.PINC 54W X 24D RECTANGLE WORKSURFACE	Sell Price	\$157.60	\$157.60
				Discount	60.00%	
				List Price	\$394.00	\$394.00
			EDGE: Smooth, Flat--Pinnacle			
			GROMMET: No Grommet			
			LAMINATE: Grd L1 Standard Laminates			
			LAMINATE_Selection: Pinnacle			

Line #	Qty	Tags	Item			Total
004	1	0.1 1st FL- SANDRA HAD WPM	HPWRMOD3WC.STRM 3 RECEPTACLE WORKSURFACE CLAMP	Sell Price	\$128.84	\$128.84
				Discount	68.50%	
				List Price	\$409.00	\$409.00
			PAINT: Storm			

Line #	Qty	Tags	Item			Total
005	1	1.0 5th FL-P1-500 BF	H105106.PINCPINC 10500 SERIES 15 3/4WX18 7/8DX21 7/8H MOBILE PED B/F	Sell Price	\$352.80	\$352.80
				Discount	60.00%	
				List Price	\$882.00	\$882.00
			LAMINATE: Grd L1 Standard Laminates			
			LAMINATE_Selection: Pinnacle--Pinnacle			

Line #	Qty	Tags	Item			Total
006	2	1.0 5th FL-P1-500 14x36x37	H105292.PINCPINC 1050 SERIES BOOKCASE HUTCH 36W X 37-1/8H	Sell Price	\$282.40	\$564.80
				Discount	60.00%	

HON C/O OFFICE PLUS OF KANSAS
 200 OAK ST
 MUSCATINE, IA 52761

List Price \$706.00 \$1,412.00

LAMINATE: Grd L1 Standard Laminates
LAMINATE_Selection: Pinnacle--Pinnacle

Line #	Qty	Tags	Item			Total
007	2	1.0 5th FL-P1-500 20x36x29	H10563.PINCPINC 10500 SERIES LAT FILE 2-DRAWER 36W X 20D X	Sell Price	\$480.80	\$961.60
				Discount	60.00%	
				List Price	\$1,202.00	\$2,404.00
				LAMINATE:	Grd L1 Standard Laminates	
				LAMINATE_Selection:	Pinnacle--Pinnacle	

Line #	Qty	Tags	Item			Total
008	1	1.0 5th FL-P1-500 1.0 5th FL-P1-500	HBCKIT72.LOFT ABOUND STRAIGHT COUNTERTOPS KIT 72W	Sell Price	\$28.35	\$28.35
				Discount	68.50%	
				List Price	\$90.00	\$90.00
				PAINT:	P1 Paint Opts	
				PAINT_Selection:	Loft	

Line #	Qty	Tags	Item			Total
009	1	1.0 5th FL-P1-500 15/72	HBCSR1572P.PINC.PINC SYSTEMS RAISED STRAIGHT COUNTERTOPS 72WX15D EDGEBAND	Sell Price	\$164.75	\$164.75
				Discount	68.50%	
				List Price	\$523.00	\$523.00
				LAMINATE:	Grd L1 Standard Laminates	
				LAMINATE_Selection:	Pinnacle	
				EDGE:	Pinnacle	

Line #	Qty	Tags	Item			Total
010	1	1.0 5th FL-P1-500 AB	HEABAC.P ACCELERATE ANCHOR BRACKET - 10 PK	Sell Price	\$35.28	\$35.28
				Discount	68.50%	
				List Price	\$112.00	\$112.00
				PAINT:	Black	

Line #	Qty	Tags	Item			Total
011	1	1.0 5th FL-P1-500 HATB-MAX	HHATM3S3LT.LOFT.X.MEM MAX 3 STAGE 3 LEG T FOOT	Sell Price	\$773.64	\$773.64
				Discount	68.50%	
				List Price	\$2,456.00	\$2,456.00
				PAINT:	P1 Paint Opts	
				PAINT_Selection:	Loft	
				GLIDE:	Standard Glide	
				KEYPAD:	Memory Preset	

Line #	Qty	Tags	Item			Total
012	1	1.0 5th FL-P1-500 FB	HHN831124.S FLAT BRACKET 24D	Sell Price	\$26.78	\$26.78
				Discount	68.49%	
				List Price	\$85.00	\$85.00
				PAINT:	Charcoal	

Line #	Qty	Tags	Item			Total
013	1	1.0 5th FL-P1-500 48	HLSLZ5SC60.P 48W EXTERNAL STIFFENER	Sell Price	\$54.00	\$54.00
				Discount	60.00%	
				List Price	\$135.00	\$135.00
				PAINT:	Black	

Line #	Qty	Tags	Item			Total
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HON C/O OFFICE PLUS OF KANSAS
200 OAK ST
MUSCATINE, IA 52761

014	1	1.0 5th FL-P1-500 HLWM	HLWM.Y3.A.H.IT.NTN07.SB.N ENDORSE WORK MID-BACK MESH BACK	Sell Price	\$539.20	\$539.20
				Discount	60.00%	
				List Price	\$1,348.00	\$1,348.00
		CONTROL:	SynchroTilt w/Indpnd Bck Angle			
		ARM:	Height and Width Adj			
		CASTER:	Hard (Standard)			
		BACK:	4-Way Titanium			
		FABRIC:	Grade 3 Uph			
		FABRIC_Selection:	Notion--Char			
		BASETYPE:	Standard Plastic Black			
		HEADREST:	No Head Rest			

Line #	Qty	Tags	Item			Total
015	1	1.0 5th FL-P1-500 24/30	HNLRC2430.GPINC.X.PINC 30W X 24D RECTANGLE WORKSURFACE / PED TOP	Sell Price	\$122.00	\$122.00
				Discount	60.00%	
				List Price	\$305.00	\$305.00
		EDGE:	Smooth, Flat--Pinnacle			
		GROMMET:	No Grommet			
		LAMINATE:	Grd L1 Standard Laminates			
		LAMINATE_Selection:	Pinnacle			

Line #	Qty	Tags	Item			Total
016	1	1.0 5th FL-P1-500 42E-C	HRVC42PF.LOFT ABOUND FINISHED END PAINTED 42IN	Sell Price	\$37.17	\$37.17
				Discount	68.50%	
				List Price	\$118.00	\$118.00
		PAINT:	P1 Paint Opts			
		PAINT_Selection:	Loft			

Line #	Qty	Tags	Item			Total
017	1	1.0 5th FL-P1-500 43W	HRVC65PW.LOFT ABOUND WALL STARTER-PAINTED 65IN	Sell Price	\$74.66	\$74.66
				Discount	68.50%	
				List Price	\$237.00	\$237.00
		PAINT:	P1 Paint Opts			
		PAINT_Selection:	Loft			

Line #	Qty	Tags	Item			Total
018	2	1.0 5th FL-P1-500 36/42	HRVF4236P.LOFT PANEL FRAME 42H X 36W	Sell Price	\$106.16	\$212.32
				Discount	68.50%	
				List Price	\$337.00	\$674.00
		PAINT:	P1 Paint Opts			
		PAINT_Selection:	Loft			

Line #	Qty	Tags	Item			Total
019	4	1.0 5th FL-P1-500 1.0 5th FL-P1-500	HRVT3736HS3.PINC.PINC LAMINATE TILE 37.5H X 36W	Sell Price	\$162.54	\$650.16
				Discount	68.50%	
				List Price	\$516.00	\$2,064.00
		LAMINATE:	Grd L1 Standard Laminates			
		LAMINATE_Selection:	Pinnacle			
		EDGE:	Pinnacle			

Line #	Qty	Tags	Item			Total
020	1	1.0 5th FL-P1-500 48/72/24/30	HWJ59ABLP.PINC.PINC.LOFT SYSTEMS JETTY WORKSURFACE EDGE BAND LH 48X72X24X30	Sell Price	\$340.83	\$340.83
				Discount	68.50%	
				List Price	\$1,082.00	\$1,082.00

HON C/O OFFICE PLUS OF KANSAS
 200 OAK ST
 MUSCATINE, IA 52761

LAMINATE: Grd L1 Standard Laminates
LAMINATE_Selection: Pinnacle
EDGE: Pinnacle
GROMMET: Loft

Line #	Qty	Tags	Item			Total
021	1	1.1 5th FL-P1-504 14x36x37	H105292.PINCPINC 1050 SERIES BOOKCASE HUTCH 36W X 37-1/8H	Sell Price	\$282.40	\$282.40
				Discount	60.00%	
				List Price	\$706.00	\$706.00
			LAMINATE: Grd L1 Standard Laminates			
			LAMINATE_Selection: Pinnacle--Pinnacle			

Line #	Qty	Tags	Item			Total
022	2	1.1 5th FL-P1-504 20x36x29	H10563.PINCPINC 10500 SERIES LAT FILE 2-DRAWER 36W X 20D X	Sell Price	\$480.80	\$961.60
				Discount	60.00%	
				List Price	\$1,202.00	\$2,404.00
			LAMINATE: Grd L1 Standard Laminates			
			LAMINATE_Selection: Pinnacle--Pinnacle			

Line #	Qty	Tags	Item			Total
023	1	1.1 5th FL-P1-504 30/60	H10578.PINCPINC 10500 SERIES DESK SHELL 60W X 30D X 29-1/2H	Sell Price	\$333.20	\$333.20
				Discount	60.00%	
				List Price	\$833.00	\$833.00
			LAMINATE: Grd L1 Standard Laminates			
			LAMINATE_Selection: Pinnacle--Pinnacle			

Line #	Qty	Tags	Item			Total
024	1	1.1 5th FL-P1-504 24/60	H105R2460.PINCPINC 60WX24D RECTANGLE WORKSURFACE	Sell Price	\$154.00	\$154.00
				Discount	60.00%	
				List Price	\$385.00	\$385.00
			LAMINATE: Grd L1 Standard Laminates			
			LAMINATE_Selection: Pinnacle--Pinnacle			

Line #	Qty	Tags	Item			Total
025	1	1.1 5th FL-P1-504 CD	H1522.PINC WOOD CENTER DRAWER 22W X 15-3/8D	Sell Price	\$79.38	\$79.38
				Discount	68.50%	
				List Price	\$252.00	\$252.00
			LAMINATE: Grd L1 Standard Laminates			
			LAMINATE_Selection: Pinnacle			

Line #	Qty	Tags	Item			Total
026	1	1.1 5th FL-P1-504 HATB-2S-C	HHATB2S2LC.LOFT.X.MEM 2 STAGE 2 LEG RECTANGLE C FOOT	Sell Price	\$333.27	\$333.27
				Discount	68.50%	
				List Price	\$1,058.00	\$1,058.00
			PAINT: P1 Paint Opts			
			PAINT_Selection: Loft			
			GLIDE: Standard Glide			
			KEYPAD: Memory Preset			

Line #	Qty	Tags	Item			Total
027	2	1.1 5th FL-P1-504 HIGS6	HIGS6.N.E.OS.NTN07.T IGNITION GUEST/MULTI-PURPOSE CHAIR FOUR-LEG STACKING	Sell Price	\$266.80	\$533.60
				Discount	60.00%	
				List Price	\$667.00	\$1,334.00

HON C/O OFFICE PLUS OF KANSAS
 200 OAK ST
 MUSCATINE, IA 52761

ARM: Armless
GLIDE/CAST: Nylon Glide
BACK: Charcoal ReActiv
FABRIC: Grade 3 Uph
FABRIC_Selection: Notion--Char
FRAME: Black

Line #	Qty	Tags	Item			Total
028	1	1.1 5th FL-P1-504	HLSLZ5SC48.P	Sell Price	\$47.20	\$47.20
		36	36W EXTERNAL STIFFENER	Discount	60.00%	
				List Price	\$118.00	\$118.00
			PAINT: Black			

Line #	Qty	Tags	Item			Total
029	1	1.1 5th FL-P1-504	HLWM.Y3.A.H.IT.NTN07.SB.N	Sell Price	\$539.20	\$539.20
		HLWM	ENDORSE WORK MID-BACK MESH BACK	Discount	60.00%	
				List Price	\$1,348.00	\$1,348.00
			CONTROL: SynchroTilt w/Indpnd Bck Angle			
			ARM: Height and Width Adj			
			CASTER: Hard (Standard)			
			BACK: 4-Way Titanium			
			FABRIC: Grade 3 Uph			
			FABRIC_Selection: Notion--Char			
			BASETYPE: Standard Plastic Black			
			HEADREST: No Head Rest			

Line #	Qty	Tags	Item			Total
030	1	1.1 5th FL-P1-504	HPWRMOD3WC.STRM	Sell Price	\$128.84	\$128.84
		WPM	3 RECEPTACLE WORKSURFACE CLAMP	Discount	68.50%	
				List Price	\$409.00	\$409.00
			PAINT: Storm			

Line #	Qty	Tags	Item			Total
031	1	1.2 5th FL-P1-505	H10502.PINC	Sell Price	\$339.20	\$339.20
		BBF	10500 SERIES FLOORSTND FULL HT PED B/B/F 15-5/8W	Discount	60.00%	
			X 22-3/4D			
				List Price	\$848.00	\$848.00
			LAMINATE: Grd L1 Standard Laminates			
			LAMINATE_Selection: Pinnacle			

Line #	Qty	Tags	Item			Total
032	2	1.2 5th FL-P1-505	H105292.PINCPINC	Sell Price	\$282.40	\$564.80
		14x36x37	1050 SERIES BOOKCASE HUTCH 36W X 37-1/8H	Discount	60.00%	
				List Price	\$706.00	\$1,412.00
			LAMINATE: Grd L1 Standard Laminates			
			LAMINATE_Selection: Pinnacle--Pinnacle			

Line #	Qty	Tags	Item			Total
033	1	1.2 5th FL-P1-505	H10534K.PINCPINC	Sell Price	\$540.80	\$540.80
		14x72x37	10500 SERIES72X37 1/8 STACK-ON STORAGE 4-DR	Discount	60.00%	
			LOCKING ETA			
				List Price	\$1,352.00	\$1,352.00
			LAMINATE: Grd L1 Standard Laminates			
			LAMINATE_Selection: Pinnacle--Pinnacle			

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Line #	Qty	Tags	Item		Total
034	5	1.2 5th FL-P1-505 20x36x29	H10563.PINCPINC 10500 SERIES LAT FILE 2-DRAWER 36W X 20D X	Sell Price \$480.80 Discount 60.00% List Price \$1,202.00	\$2,404.00 \$6,010.00
			LAMINATE: Grd L1 Standard Laminates		
			LAMINATE_Selection: Pinnacle--Pinnacle		

Line #	Qty	Tags	Item		Total
035	1	1.2 5th FL-P1-505 24/60	H10564.PINCPINC 10500 SERIES CRED SHELL 60W X 24D X 29-1/2H	Sell Price \$314.80 Discount 60.00% List Price \$787.00	\$314.80 \$787.00
			LAMINATE: Grd L1 Standard Laminates		
			LAMINATE_Selection: Pinnacle--Pinnacle		

Line #	Qty	Tags	Item		Total
036	1	1.2 5th FL-P1-505 30/60	H10578.PINCPINC 10500 SERIES DESK SHELL 60W X 30D X 29-1/2H	Sell Price \$333.20 Discount 60.00% List Price \$833.00	\$333.20 \$833.00
			LAMINATE: Grd L1 Standard Laminates		
			LAMINATE_Selection: Pinnacle--Pinnacle		

Line #	Qty	Tags	Item		Total
037	1	1.2 5th FL-P1-505 BACK(72)	H105856.PINC 10500 SERIES BACK ENCLOSURE FOR 72W STACK ON STORAGE	Sell Price \$118.00 Discount 60.00% List Price \$295.00	\$118.00 \$295.00
			LAMINATE: Grd L1 Standard Laminates		
			LAMINATE_Selection: Pinnacle		

Line #	Qty	Tags	Item		Total
038	1	1.2 5th FL-P1-505 24/48	H105R2448.PINCPINC 48WX24D RECTANGLE WORKSURFACE	Sell Price \$131.20 Discount 60.00% List Price \$328.00	\$131.20 \$328.00
			LAMINATE: Grd L1 Standard Laminates		
			LAMINATE_Selection: Pinnacle--Pinnacle		

Line #	Qty	Tags	Item		Total
039	1	1.2 5th FL-P1-505 CD	H1522.PINC WOOD CENTER DRAWER 22W X 15-3/8D	Sell Price \$79.38 Discount 68.50% List Price \$252.00	\$79.38 \$252.00
			LAMINATE: Grd L1 Standard Laminates		
			LAMINATE_Selection: Pinnacle		

Line #	Qty	Tags	Item		Total
040	1	1.2 5th FL-P1-505 TB(72)	H90056.APN11 10500 SERIES TCKBD FOR 72W STACK ON STRG BCK ENCLOSURE	Sell Price \$162.00 Discount 60.00% List Price \$405.00	\$162.00 \$405.00
			FABRIC: Grd A Fab		
			FABRIC_Selection: Appoint--Artichoke		

Line #	Qty	Tags	Item		Total
041	1	1.2 5th FL-P1-505 HCTROUGH17	HCTROUGH17 CABLE MNGMT TROUGH 17W SINGLE	Sell Price \$29.61 Discount 68.50% List Price \$94.00	\$29.61 \$94.00

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Line #	Qty	Tags	Item			Total
042	1	1.2 5th FL-P1-505 HATB-3S-C	HHATB3S2LC.LOFT.X.MEM 3 STAGE 2 LEG RECTANGLE C FOOT	Sell Price	\$367.61	\$367.61
				Discount	68.50%	
				List Price	\$1,167.00	\$1,167.00
		PAINT:	P1 Paint Opts			
		PAINT_Selection:	Loft			
		GLIDE:	Standard Glide			
		KEYPAD:	Memory Preset			

Line #	Qty	Tags	Item			Total
043	2	1.2 5th FL-P1-505 HIGS6	HIGS6.N.E.OS.NTN07.T IGNITION GUEST/MULTI-PURPOSE CHAIR FOUR-LEG STACKING	Sell Price	\$266.80	\$533.60
				Discount	60.00%	
				List Price	\$667.00	\$1,334.00
		ARM:	Armless			
		GLIDE/CAST:	Nylon Glide			
		BACK:	Charcoal ReActiv			
		FABRIC:	Grade 3 Uph			
		FABRIC_Selection:	Notion--Char			
		FRAME:	Black			

Line #	Qty	Tags	Item			Total
044	1	1.2 5th FL-P1-505 HLWM	HLWM.Y3.A.H.IT.NTN07.SB.N ENDORSE WORK MID-BACK MESH BACK	Sell Price	\$539.20	\$539.20
				Discount	60.00%	
				List Price	\$1,348.00	\$1,348.00
		CONTROL:	SynchroTilt w/Indpnd Bck Angle			
		ARM:	Height and Width Adj			
		CASTER:	Hard (Standard)			
		BACK:	4-Way Titanium			
		FABRIC:	Grade 3 Uph			
		FABRIC_Selection:	Notion--Char			
		BASETYPE:	Standard Plastic Black			
		HEADREST:	No Head Rest			

Line #	Qty	Tags	Item			Total
045	1	1.2 5th FL-P1-505 WPM	HPWRMOD3WC.STRM 3 RECEPTACLE WORKSURFACE CLAMP	Sell Price	\$128.84	\$128.84
				Discount	68.50%	
				List Price	\$409.00	\$409.00
		PAINT:	Storm			

Line #	Qty	Tags	Item			Total
046	1	1.3 5th FL-P1-506 BBF	H10502.PINC 10500 SERIES FLOORSTND FULL HT PED B/B/F 15-5/8W X 22-3/4D	Sell Price	\$339.20	\$339.20
				Discount	60.00%	
				List Price	\$848.00	\$848.00
		LAMINATE:	Grd L1 Standard Laminates			
		LAMINATE_Selection:	Pinnacle			

Line #	Qty	Tags	Item			Total
047	2	1.3 5th FL-P1-506 14x36x37	H105292.PINCPINC 1050 SERIES BOOKCASE HUTCH 36W X 37-1/8H	Sell Price	\$282.40	\$564.80
				Discount	60.00%	
				List Price	\$706.00	\$1,412.00

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LAMINATE: Grd L1 Standard Laminates
LAMINATE_Selection: Pinnacle--Pinnacle

Line #	Qty	Tags	Item			Total
048	1	1.3 5th FL-P1-506 14x72x37	H10534K.PINCPINC 10500 SERIES72X37 1/8 STACK-ON STORAGE 4-DR LOCKING ETA	Sell Price	\$540.80	\$540.80
				Discount	60.00%	
				List Price	\$1,352.00	\$1,352.00
<p>LAMINATE: Grd L1 Standard Laminates LAMINATE_Selection: Pinnacle--Pinnacle</p>						

Line #	Qty	Tags	Item			Total
049	5	1.3 5th FL-P1-506 20x36x29	H10563.PINCPINC 10500 SERIES LAT FILE 2-DRAWER 36W X 20D X	Sell Price	\$480.80	\$2,404.00
				Discount	60.00%	
				List Price	\$1,202.00	\$6,010.00
<p>LAMINATE: Grd L1 Standard Laminates LAMINATE_Selection: Pinnacle--Pinnacle</p>						

Line #	Qty	Tags	Item			Total
050	1	1.3 5th FL-P1-506 24/60	H10564.PINCPINC 10500 SERIES CRED SHELL 60W X 24D X 29-1/2H	Sell Price	\$314.80	\$314.80
				Discount	60.00%	
				List Price	\$787.00	\$787.00
<p>LAMINATE: Grd L1 Standard Laminates LAMINATE_Selection: Pinnacle--Pinnacle</p>						

Line #	Qty	Tags	Item			Total
051	1	1.3 5th FL-P1-506 30/60	H10578.PINCPINC 10500 SERIES DESK SHELL 60W X 30D X 29-1/2H	Sell Price	\$333.20	\$333.20
				Discount	60.00%	
				List Price	\$833.00	\$833.00
<p>LAMINATE: Grd L1 Standard Laminates LAMINATE_Selection: Pinnacle--Pinnacle</p>						

Line #	Qty	Tags	Item			Total
052	1	1.3 5th FL-P1-506 BACK(72)	H105856.PINC 10500 SERIES BACK ENCLOSURE FOR 72W STACK ON STORAGE	Sell Price	\$118.00	\$118.00
				Discount	60.00%	
				List Price	\$295.00	\$295.00
<p>LAMINATE: Grd L1 Standard Laminates LAMINATE_Selection: Pinnacle</p>						

Line #	Qty	Tags	Item			Total
053	1	1.3 5th FL-P1-506 24/48	H105R2448.PINCPINC 48WX24D RECTANGLE WORKSURFACE	Sell Price	\$131.20	\$131.20
				Discount	60.00%	
				List Price	\$328.00	\$328.00
<p>LAMINATE: Grd L1 Standard Laminates LAMINATE_Selection: Pinnacle--Pinnacle</p>						

Line #	Qty	Tags	Item			Total
054	1	1.3 5th FL-P1-506 CD	H1522.PINC WOOD CENTER DRAWER 22W X 15-3/8D	Sell Price	\$79.38	\$79.38
				Discount	68.50%	
				List Price	\$252.00	\$252.00
<p>LAMINATE: Grd L1 Standard Laminates LAMINATE_Selection: Pinnacle</p>						

Line #	Qty	Tags	Item			Total
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055	1	1.3 5th FL-P1-506 TB(72)	H90056.APN11 10500 SERIES TCKBD FOR 72W STACK ON STRG BCK ENCLOSURE	Sell Price \$162.00 Discount 60.00%	\$162.00
				List Price \$405.00	\$405.00
		FABRIC:	Grd A Fab		
		FABRIC_Selection:	Appoint--Artichoke		

Line #	Qty	Tags	Item		Total
056	1	1.3 5th FL-P1-506 HCTROUGH17	HCTROUGH17 CABLE MNGMT TROUGH 17W SINGLE	Sell Price \$29.61 Discount 68.50%	\$29.61
				List Price \$94.00	\$94.00

Line #	Qty	Tags	Item		Total
057	1	1.3 5th FL-P1-506 HATB-3S-C	HHATB3S2LC.LOFT.X.MEM 3 STAGE 2 LEG RECTANGLE C FOOT	Sell Price \$367.61 Discount 68.50%	\$367.61
				List Price \$1,167.00	\$1,167.00
		PAINT:	P1 Paint Opts		
		PAINT_Selection:	Loft		
		GLIDE:	Standard Glide		
		KEYPAD:	Memory Preset		

Line #	Qty	Tags	Item		Total
058	2	1.3 5th FL-P1-506 HIGS6	HIGS6.N.E.OS.NTN07.T IGNITION GUEST/MULTI-PURPOSE CHAIR FOUR-LEG STACKING	Sell Price \$266.80 Discount 60.00%	\$533.60
				List Price \$667.00	\$1,334.00
		ARM:	Armless		
		GLIDE/CAST:	Nylon Glide		
		BACK:	Charcoal ReActiv		
		FABRIC:	Grade 3 Uph		
		FABRIC_Selection:	Notion--Char		
		FRAME:	Black		

Line #	Qty	Tags	Item		Total
059	1	1.3 5th FL-P1-506 HLWM	HLWM.Y3.A.H.IT.NTN07.SB.N ENDORSE WORK MID-BACK MESH BACK	Sell Price \$539.20 Discount 60.00%	\$539.20
				List Price \$1,348.00	\$1,348.00
		CONTROL:	SynchroTilt w/Indpnd Bck Angle		
		ARM:	Height and Width Adj		
		CASTER:	Hard (Standard)		
		BACK:	4-Way Titanium		
		FABRIC:	Grade 3 Uph		
		FABRIC_Selection:	Notion--Char		
		BASETYPE:	Standard Plastic Black		
		HEADREST:	No Head Rest		

Line #	Qty	Tags	Item		Total
060	1	1.3 5th FL-P1-506 WPM	HPWRMOD3WC.STRM 3 RECEPTACLE WORKSURFACE CLAMP	Sell Price \$128.84 Discount 68.50%	\$128.84
				List Price \$409.00	\$409.00
		PAINT:	Storm		

Line #	Qty	Tags	Item		Total
061	1	1.4 5th FL-P1-507	H10502.PINC	Sell Price \$339.20	\$339.20

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BBF	10500 SERIES FLOORSTND FULL HT PED B/B/F 15-5/8W X 22-3/4D	Discount	60.00%	
		List Price	\$848.00	\$848.00
LAMINATE:	Grd L1 Standard Laminates			
LAMINATE_Selection:	Pinnacle			

Line #	Qty	Tags	Item		Total
062	2	1.4 5th FL-P1-507 14x36x37	H105292.PINCPINC 1050 SERIES BOOKCASE HUTCH 36W X 37-1/8H	Sell Price	\$564.80
				Discount	60.00%
				List Price	\$706.00
					\$1,412.00
LAMINATE:	Grd L1 Standard Laminates				
LAMINATE_Selection:	Pinnacle--Pinnacle				

Line #	Qty	Tags	Item		Total
063	1	1.4 5th FL-P1-507 14x72x37	H10534K.PINCPINC 10500 SERIES72X37 1/8 STACK-ON STORAGE 4-DR LOCKING ETA	Sell Price	\$540.80
				Discount	60.00%
				List Price	\$1,352.00
					\$1,352.00
LAMINATE:	Grd L1 Standard Laminates				
LAMINATE_Selection:	Pinnacle--Pinnacle				

Line #	Qty	Tags	Item		Total
064	5	1.4 5th FL-P1-507 20x36x29	H10563.PINCPINC 10500 SERIES LAT FILE 2-DRAWER 36W X 20D X	Sell Price	\$2,404.00
				Discount	60.00%
				List Price	\$1,202.00
					\$6,010.00
LAMINATE:	Grd L1 Standard Laminates				
LAMINATE_Selection:	Pinnacle--Pinnacle				

Line #	Qty	Tags	Item		Total
065	1	1.4 5th FL-P1-507 24/60	H10564.PINCPINC 10500 SERIES CRED SHELL 60W X 24D X 29-1/2H	Sell Price	\$314.80
				Discount	60.00%
				List Price	\$787.00
					\$787.00
LAMINATE:	Grd L1 Standard Laminates				
LAMINATE_Selection:	Pinnacle--Pinnacle				

Line #	Qty	Tags	Item		Total
066	1	1.4 5th FL-P1-507 30/60	H10578.PINCPINC 10500 SERIES DESK SHELL 60W X 30D X 29-1/2H	Sell Price	\$333.20
				Discount	60.00%
				List Price	\$833.00
					\$833.00
LAMINATE:	Grd L1 Standard Laminates				
LAMINATE_Selection:	Pinnacle--Pinnacle				

Line #	Qty	Tags	Item		Total
067	1	1.4 5th FL-P1-507 BACK(72)	H105856.PINC 10500 SERIES BACK ENCLOSURE FOR 72W STACK ON STORAGE	Sell Price	\$118.00
				Discount	60.00%
				List Price	\$295.00
					\$295.00
LAMINATE:	Grd L1 Standard Laminates				
LAMINATE_Selection:	Pinnacle				

Line #	Qty	Tags	Item		Total
068	1	1.4 5th FL-P1-507 24/48	H105R2448.PINCPINC 48WX24D RECTANGLE WORKSURFACE	Sell Price	\$131.20
				Discount	60.00%
				List Price	\$328.00
					\$328.00

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LAMINATE: Grd L1 Standard Laminates
LAMINATE_Selection: Pinnacle--Pinnacle

Line #	Qty	Tags	Item			Total
069	1	1.4 5th FL-P1-507 CD	H1522.PINC WOOD CENTER DRAWER 22W X 15-3/8D	Sell Price	\$79.38	\$79.38
				Discount	68.50%	
				List Price	\$252.00	\$252.00
			LAMINATE: Grd L1 Standard Laminates			
			LAMINATE_Selection: Pinnacle			

Line #	Qty	Tags	Item			Total
070	1	1.4 5th FL-P1-507 TB(72)	H90056.APN11 10500 SERIES TCKBD FOR 72W STACK ON STRG BCK ENCLOSURE	Sell Price	\$162.00	\$162.00
				Discount	60.00%	
				List Price	\$405.00	\$405.00
			FABRIC: Grd A Fab			
			FABRIC_Selection: Appoint--Artichoke			

Line #	Qty	Tags	Item			Total
071	1	1.4 5th FL-P1-507 HCTROUGH17	HCTROUGH17 CABLE MNGMT TROUGH 17W SINGLE	Sell Price	\$29.61	\$29.61
				Discount	68.50%	
				List Price	\$94.00	\$94.00

Line #	Qty	Tags	Item			Total
072	1	1.4 5th FL-P1-507 HATB-3S-C	HHATB3S2LC.LOFT.X.MEM 3 STAGE 2 LEG RECTANGLE C FOOT	Sell Price	\$367.61	\$367.61
				Discount	68.50%	
				List Price	\$1,167.00	\$1,167.00
			PAINT: P1 Paint Opts			
			PAINT_Selection: Loft			
			GLIDE: Standard Glide			
			KEYPAD: Memory Preset			

Line #	Qty	Tags	Item			Total
073	2	1.4 5th FL-P1-507 HIGS6	HIGS6.N.E.OS.NTN07.T IGNITION GUEST/MULTI-PURPOSE CHAIR FOUR-LEG STACKING	Sell Price	\$266.80	\$533.60
				Discount	60.00%	
				List Price	\$667.00	\$1,334.00
			ARM: Armless			
			GLIDE/CAST: Nylon Glide			
			BACK: Charcoal ReActiv			
			FABRIC: Grade 3 Uph			
			FABRIC_Selection: Notion--Char			
			FRAME: Black			

Line #	Qty	Tags	Item			Total
074	1	1.4 5th FL-P1-507 HLWM	HLWM.Y3.A.H.IT.NTN07.SB.N ENDORSE WORK MID-BACK MESH BACK	Sell Price	\$539.20	\$539.20
				Discount	60.00%	
				List Price	\$1,348.00	\$1,348.00

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CONTROL: SynchroTilt w/Indpnd Bck Angle
ARM: Height and Width Adj
CASTER: Hard (Standard)
BACK: 4-Way Titanium
FABRIC: Grade 3 Uph
FABRIC_Selection: Notion--Char
BASETYPE: Standard Plastic Black
HEADREST: No Head Rest

Line #	Qty	Tags	Item			Total
075	1	1.4 5th FL-P1-507 WPM	HPWRMOD3WC.STRM 3 RECEPTACLE WORKSURFACE CLAMP	Sell Price	\$128.84	\$128.84
				Discount	68.50%	
				List Price	\$409.00	\$409.00
			PAINT: Storm			

Line #	Qty	Tags	Item			Total
076	1	1.5 5th FL-P1-508 BBF	H10502.PINC 10500 SERIES FLOORSTND FULL HT PED B/B/F 15-5/8W X 22-3/4D	Sell Price	\$339.20	\$339.20
				Discount	60.00%	
				List Price	\$848.00	\$848.00
			LAMINATE: Grd L1 Standard Laminates LAMINATE_Selection: Pinnacle			

Line #	Qty	Tags	Item			Total
077	2	1.5 5th FL-P1-508 14x36x37	H105292.PINCPINC 1050 SERIES BOOKCASE HUTCH 36W X 37-1/8H	Sell Price	\$282.40	\$564.80
				Discount	60.00%	
				List Price	\$706.00	\$1,412.00
			LAMINATE: Grd L1 Standard Laminates LAMINATE_Selection: Pinnacle--Pinnacle			

Line #	Qty	Tags	Item			Total
078	1	1.5 5th FL-P1-508 14x72x37	H10534K.PINCPINC 10500 SERIES72X37 1/8 STACK-ON STORAGE 4-DR LOCKING ETA	Sell Price	\$540.80	\$540.80
				Discount	60.00%	
				List Price	\$1,352.00	\$1,352.00
			LAMINATE: Grd L1 Standard Laminates LAMINATE_Selection: Pinnacle--Pinnacle			

Line #	Qty	Tags	Item			Total
079	1	1.5 5th FL-P1-508 24/72	H105491.PINCPINC 10500 SERIES CREDENZA W/2 LAT FILES 72WX24D	Sell Price	\$997.60	\$997.60
				Discount	60.00%	
				List Price	\$2,494.00	\$2,494.00
			LAMINATE: Grd L1 Standard Laminates LAMINATE_Selection: Pinnacle--Pinnacle			

Line #	Qty	Tags	Item			Total
080	2	1.5 5th FL-P1-508 20x36x29	H10563.PINCPINC 10500 SERIES LAT FILE 2-DRAWER 36W X 20D X	Sell Price	\$480.80	\$961.60
				Discount	60.00%	
				List Price	\$1,202.00	\$2,404.00
			LAMINATE: Grd L1 Standard Laminates LAMINATE_Selection: Pinnacle--Pinnacle			

Line #	Qty	Tags	Item			Total
081	1	1.5 5th FL-P1-508 24/60	H10564.PINCPINC 10500 SERIES CRED SHELL 60W X 24D X 29-1/2H	Sell Price	\$314.80	\$314.80
				Discount	60.00%	

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List Price \$787.00 \$787.00

LAMINATE: Grd L1 Standard Laminates
LAMINATE_Selection: Pinnacle--Pinnacle

Line #	Qty	Tags	Item		Total
082	1	1.5 5th FL-P1-508 30/60	H10578.PINCPINC 10500 SERIES DESK SHELL 60W X 30D X 29-1/2H	Sell Price Discount List Price	\$333.20 60.00% \$833.00
			LAMINATE: Grd L1 Standard Laminates LAMINATE_Selection: Pinnacle--Pinnacle		

Line #	Qty	Tags	Item		Total
083	1	1.5 5th FL-P1-508 BACK(72)	H105856.PINC 10500 SERIES BACK ENCLOSURE FOR 72W STACK ON STORAGE	Sell Price Discount List Price	\$118.00 60.00% \$295.00
			LAMINATE: Grd L1 Standard Laminates LAMINATE_Selection: Pinnacle		

Line #	Qty	Tags	Item		Total
084	1	1.5 5th FL-P1-508 24/48	H105R2448.PINCPINC 48WX24D RECTANGLE WORKSURFACE	Sell Price Discount List Price	\$131.20 60.00% \$328.00
			LAMINATE: Grd L1 Standard Laminates LAMINATE_Selection: Pinnacle--Pinnacle		

Line #	Qty	Tags	Item		Total
085	1	1.5 5th FL-P1-508 CD	H1522.PINC WOOD CENTER DRAWER 22W X 15-3/8D	Sell Price Discount List Price	\$79.38 68.50% \$252.00
			LAMINATE: Grd L1 Standard Laminates LAMINATE_Selection: Pinnacle		

Line #	Qty	Tags	Item		Total
086	1	1.5 5th FL-P1-508 TB(72)	H90056.APN11 10500 SERIES TCKBD FOR 72W STACK ON STRG BCK ENCLOSURE	Sell Price Discount List Price	\$162.00 60.00% \$405.00
			FABRIC: Grd A Fab FABRIC_Selection: Appoint--Artichoke		

Line #	Qty	Tags	Item		Total
087	1	1.5 5th FL-P1-508 HCTROUGH17	HCTROUGH17 CABLE MNGMT TROUGH 17W SINGLE	Sell Price Discount List Price	\$29.61 68.50% \$94.00

Line #	Qty	Tags	Item		Total
088	1	1.5 5th FL-P1-508 HATB-3S-C	HHATB3S2LC.LOFT.X.MEM 3 STAGE 2 LEG RECTANGLE C FOOT	Sell Price Discount List Price	\$367.61 68.50% \$1,167.00

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PAINT: P1 Paint Opts
PAINT_Selection: Loft
GLIDE: Standard Glide
KEYPAD: Memory Preset

Line #	Qty	Tags	Item			Total
089	2	1.5 5th FL-P1-508 HIGS6	HIGS6.N.E.OS.NTN07.T IGNITION GUEST/MULTI-PURPOSE CHAIR FOUR-LEG STACKING	Sell Price	\$266.80	\$533.60
				Discount	60.00%	
				List Price	\$667.00	\$1,334.00
			ARM: Armless			
			GLIDE/CAST: Nylon Glide			
			BACK: Charcoal ReActiv			
			FABRIC: Grade 3 Uph			
			FABRIC_Selection: Notion--Char			
			FRAME: Black			

Line #	Qty	Tags	Item			Total
090	1	1.5 5th FL-P1-508 HLWM	HLWM.Y3.A.H.IT.NTN07.SB.N ENDORSE WORK MID-BACK MESH BACK	Sell Price	\$539.20	\$539.20
				Discount	60.00%	
				List Price	\$1,348.00	\$1,348.00
			CONTROL: SynchroTilt w/Indpnd Bck Angle			
			ARM: Height and Width Adj			
			CASTER: Hard (Standard)			
			BACK: 4-Way Titanium			
			FABRIC: Grade 3 Uph			
			FABRIC_Selection: Notion--Char			
			BASETYPE: Standard Plastic Black			
			HEADREST: No Head Rest			

Line #	Qty	Tags	Item			Total
091	1	1.5 5th FL-P1-508 WPM	HPWRMOD3WC.STRM 3 RECEPTACLE WORKSURFACE CLAMP	Sell Price	\$128.84	\$128.84
				Discount	68.50%	
				List Price	\$409.00	\$409.00
			PAINT: Storm			

Line #	Qty	Tags	Item			Total
092	1	1.5 5th FL-P1-508 FB	HSTB2W1.LOFT BRACKET TO ATTACH TOWERS TO WORKSURFACES	Sell Price	\$39.98	\$39.98
				Discount	64.30%	
				List Price	\$112.00	\$112.00
			PAINT: P1 Paint Opts			
			PAINT_Selection: Loft			

Line #	Qty	Tags	Item			Total
093	2	1.6 5th FL-P1-514 HCTROUGH17	HCTROUGH17 CABLE MNGMT TROUGH 17W SINGLE	Sell Price	\$29.61	\$59.22
				Discount	68.50%	
				List Price	\$94.00	\$188.00

Line #	Qty	Tags	Item			Total
094	9	1.6 5th FL-P1-514 HIWMRA	HIWMRAKD.W2.N.H.TI.NTN07.TL.SB.T IGN 2 KD MID-BACK REACTIV	Sell Price	\$339.20	\$3,052.80
				Discount	60.00%	
				List Price	\$848.00	\$7,632.00

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CONTROL: Weight Activated w/Seat Slider
ARM: Armless
GLIDE/CAST: Hard Caster
BACK: Titanium
FABRIC: Grade 3 Uph
FABRIC_Selection: Notion--Char
LUMBAR: Titanium Adjustable Lumbar
BASETYPE: Standard Base
FRAME: Black

Line #	Qty	Tags	Item			Total
095	1	1.6 5th FL-P1-514	HIWMRAKD.Y1.N.H.TI.NTN07.TL.SB.T	Sell Price	\$320.40	\$320.40
		HIWMRA	IGN 2 KD MID-BACK REACTIV	Discount	60.00%	
				List Price	\$801.00	\$801.00
			CONTROL: Syncho-Tilt w/ Seat Slider			
			ARM: Armless			
			GLIDE/CAST: Hard Caster			
			BACK: Titanium			
			FABRIC: Grade 3 Uph			
			FABRIC_Selection: Notion--Char			
			LUMBAR: Titanium Adjustable Lumbar			
			BASETYPE: Standard Base			
			FRAME: Black			

Line #	Qty	Tags	Item			Total
096	2	1.6 5th FL-P1-514	HTG1PWR-3P-1B.BLK	Sell Price	\$202.80	\$405.60
		PWR-3P-1B	MHOB G1 POPUP PORT-3 AC PWR-1 BLANK-10 CORD	Discount	60.00%	
				List Price	\$507.00	\$1,014.00
			PAINT: Black			

Line #	Qty	Tags	Item			Total
097	1	1.6 5th FL-P1-514	HTLB54120.GPINC.G1.PINC	Sell Price	\$704.00	\$704.00
		54/120	PRESIDE 120W X 54D BOAT SHAPED LAMINATE TOP	Discount	60.00%	
				List Price	\$1,760.00	\$1,760.00
			EDGE: 2MM/Flat--Pinnacle			
			GROMMET: Cut Out For Pop Up Port			
			LAMINATE: Grd L1 Standard Laminates			
			LAMINATE_Selection: Pinnacle			

Line #	Qty	Tags	Item			Total
098	1	1.6 5th FL-P1-514	HTTLEG120.P	Sell Price	\$443.20	\$443.20
		29H	HTTLEG120	Discount	60.00%	
				List Price	\$1,108.00	\$1,108.00
			PAINT: P1 Paint Opts			
			PAINT_Selection: Black			

Line #	Qty	Tags	Item			Total
099	2	1.7 5th FL-P1-516	H105102.PINCPINC	Sell Price	\$422.00	\$844.00
		BBF	10500 SERIESMOBILE FULL HT PED B/B/F 15-5/8W X	Discount	60.00%	
			22-3/4D	List Price	\$1,055.00	\$2,110.00
			LAMINATE: Grd L1 Standard Laminates			
			LAMINATE_Selection: Pinnacle--Pinnacle			

Line #	Qty	Tags	Item			Total
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100	2	1.7 5th FL-P1-516 14x36x37	H105292.PINCPINC 1050 SERIES BOOKCASE HUTCH 36W X 37-1/8H	Sell Price \$282.40 Discount 60.00% List Price \$706.00	\$564.80 \$1,412.00
LAMINATE: Grd L1 Standard Laminates					
LAMINATE_Selection: Pinnacle--Pinnacle					

Line #	Qty	Tags	Item		Total
101	2	1.7 5th FL-P1-516 20x36x29	H10563.PINCPINC 10500 SERIES LAT FILE 2-DRAWER 36W X 20D X	Sell Price \$480.80 Discount 60.00% List Price \$1,202.00	\$961.60 \$2,404.00
LAMINATE: Grd L1 Standard Laminates					
LAMINATE_Selection: Pinnacle--Pinnacle					

Line #	Qty	Tags	Item		Total
102	2	1.7 5th FL-P1-516 24/66	H105R2466.PINCPINC 66WX24D RECTANGLE WORKSURFACE	Sell Price \$163.60 Discount 60.00% List Price \$409.00	\$327.20 \$818.00
LAMINATE: Grd L1 Standard Laminates					
LAMINATE_Selection: Pinnacle--Pinnacle					

Line #	Qty	Tags	Item		Total
103	2	1.7 5th FL-P1-516 CD	H1522.PINC WOOD CENTER DRAWER 22W X 15-3/8D	Sell Price \$79.38 Discount 68.50% List Price \$252.00	\$158.76 \$504.00
LAMINATE: Grd L1 Standard Laminates					
LAMINATE_Selection: Pinnacle					

Line #	Qty	Tags	Item		Total
104	2	1.7 5th FL-P1-516 4	H514.P.LOFT 510 SERIES VERTICAL FILE 4 DRAWER LETTER W/LOCK	Sell Price \$319.87 Discount 64.30% List Price \$896.00	\$639.74 \$1,792.00
LOCK: Standard Random Key Lock					
PAINT: P1 Paint Opts					
PAINT_Selection: Loft					

Line #	Qty	Tags	Item		Total
105	2	1.7 5th FL-P1-516 PULL	HARCHA3 FIELD INSTALL DWR/DOOR KITS ARCH BLK 3-PACK	Sell Price \$35.20 Discount 60.00% List Price \$88.00	\$70.40 \$176.00

Line #	Qty	Tags	Item		Total
106	1	1.7 5th FL-P1-516 1.7 5th FL-P1-516	HBCKIT72.LOFT ABOUND STRAIGHT COUNTERTOPS KIT 72W	Sell Price \$28.35 Discount 68.50% List Price \$90.00	\$28.35 \$90.00
PAINT: P1 Paint Opts					
PAINT_Selection: Loft					

Line #	Qty	Tags	Item		Total
107	1	1.7 5th FL-P1-516 15/72	HBCSR1572P.PINC.PINC SYSTEMS RAISED STRAIGHT COUNTERTOPS 72WX15D EDGEBAND	Sell Price \$164.75 Discount 68.50% List Price \$523.00	\$164.75 \$523.00

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LAMINATE: Grd L1 Standard Laminates
LAMINATE_Selection: Pinnacle
EDGE: Pinnacle

Line #	Qty	Tags	Item			Total
108	1	1.7 5th FL-P1-516	HEABAC.P	Sell Price	\$35.28	\$35.28
		AB	ACCELERATE ANCHOR BRACKET - 10 PK	Discount	68.50%	
				List Price	\$112.00	\$112.00
			PAINT: Black			

Line #	Qty	Tags	Item			Total
109	2	1.7 5th FL-P1-516	HHATB2S2LC.LOFT.X.MEM	Sell Price	\$333.27	\$666.54
		HATB-2S-C	2 STAGE 2 LEG RECTANGLE C FOOT	Discount	68.50%	
				List Price	\$1,058.00	\$2,116.00
			PAINT: P1 Paint Opts			
			PAINT_Selection: Loft			
			GLIDE: Standard Glide			
			KEYPAD: Memory Preset			

Line #	Qty	Tags	Item			Total
110	2	1.7 5th FL-P1-516	HIGS6.N.E.OS.NTN07.T	Sell Price	\$266.80	\$533.60
		HIGS6	IGNITION GUEST/MULTI-PURPOSE CHAIR FOUR-LEG STACKING	Discount	60.00%	
				List Price	\$667.00	\$1,334.00
			ARM: Armless			
			GLIDE/CAST: Nylon Glide			
			BACK: Charcoal ReActiv			
			FABRIC: Grade 3 Uph			
			FABRIC_Selection: Notion--Char			
			FRAME: Black			

Line #	Qty	Tags	Item			Total
111	2	1.7 5th FL-P1-516	HLSLZ5SC66.P	Sell Price	\$56.40	\$112.80
		54	54W EXTERNAL STIFFENER	Discount	60.00%	
				List Price	\$141.00	\$282.00
			PAINT: Black			

Line #	Qty	Tags	Item			Total
112	2	1.7 5th FL-P1-516	HLWM.Y3.A.H.IT.NTN07.SB.N	Sell Price	\$539.20	\$1,078.40
		HLWM	ENDORSE WORK MID-BACK MESH BACK	Discount	60.00%	
				List Price	\$1,348.00	\$2,696.00
			CONTROL: SynchroTilt w/Indpnd Bck Angle			
			ARM: Height and Width Adj			
			CASTER: Hard (Standard)			
			BACK: 4-Way Titanium			
			FABRIC: Grade 3 Uph			
			FABRIC_Selection: Notion--Char			
			BASETYPE: Standard Plastic Black			
			HEADREST: No Head Rest			

Line #	Qty	Tags	Item			Total
113	1	1.7 5th FL-P1-516	HMBTLEG24.G.LOFT	Sell Price	\$240.80	\$240.80
		TLEG	HUDDLE FIXED HEIGHT T-LEG BAS FOR 24IN TOPS	Discount	60.00%	
				List Price	\$602.00	\$602.00

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GLIDE/CAST: Glide
PAINT: P1 Paint Opts
PAINT_Selection: Loft

Line #	Qty	Tags	Item			Total
114	1	1.7 5th FL-P1-516 30/60/30H	HMT3060E.N.PINC.PINC HUDDLE 30X60 TABLE TOP W/T-MOLD	Sell Price	\$227.20	\$227.20
				Discount	60.00%	
				List Price	\$568.00	\$568.00
			GROMMET: No Grommets			
			LAMINATE: Grd L1 Standard Laminates			
			LAMINATE_Selection: Pinnacle			
			T-MOLD: Plnnacle Walnut 7992-38			

Line #	Qty	Tags	Item			Total
115	2	1.7 5th FL-P1-516 SL	HNL233628PSL.G.P.PINC.PINC 36WX23-1/8DX28-1/2H SHELF/BOX/BOX/LAT FILE PED	Sell Price	\$652.40	\$1,304.80
				Discount	60.00%	
				List Price	\$1,631.00	\$3,262.00
			PULL: Triangle Bar/Black			
			GROMMET: Black			
			LAMINATE: Grd L1 Standard Laminates			
			LAMINATE_Selection: Pinnacle			
			COLOR: Grd L1 Standard Laminates			
			COLOR_Selection: Pinnacle			

Line #	Qty	Tags	Item			Total
116	2	1.7 5th FL-P1-516 MP3628	HNLMP3628.P.PINC 36W X 27-7/8H MODESTY / PED BACK PANEL	Sell Price	\$100.00	\$200.00
				Discount	60.00%	
				List Price	\$250.00	\$500.00
			GROMMET: Black			
			LAMINATE: Grd L1 Standard Laminates			
			LAMINATE_Selection: Pinnacle			

Line #	Qty	Tags	Item			Total
117	2	1.7 5th FL-P1-516 36x24	HNLRC2436.GPINC.P.PINC 36W X 24D RECTANGLE WORKSURFACE / PED TOP	Sell Price	\$122.00	\$244.00
				Discount	60.00%	
				List Price	\$305.00	\$610.00
			EDGE: Smooth, Flat--Pinnacle			
			GROMMET: Black			
			LAMINATE: Grd L1 Standard Laminates			
			LAMINATE_Selection: Pinnacle			

Line #	Qty	Tags	Item			Total
118	2	1.7 5th FL-P1-516 WPM	HPWRMOD3WC.STRM 3 RECEPTACLE WORKSURFACE CLAMP	Sell Price	\$128.84	\$257.68
				Discount	68.50%	
				List Price	\$409.00	\$818.00
			PAINT: Storm			

Line #	Qty	Tags	Item			Total
119	1	1.7 5th FL-P1-516 42E-C	HRVC42PF.LOFT ABOUND FINISHED END PAINTED 42IN	Sell Price	\$37.17	\$37.17
				Discount	68.50%	
				List Price	\$118.00	\$118.00
			PAINT: P1 Paint Opts			
			PAINT_Selection: Loft			

Line #	Qty	Tags	Item			Total
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120	1	1.7 5th FL-P1-516 43W	HRVC65PW.LOFT ABOUND WALL STARTER-PAINTED 65IN	Sell Price	\$74.66	\$74.66
				Discount	68.50%	
				List Price	\$237.00	\$237.00
		PAINT:	P1 Paint Opts			
		PAINT_Selection:	Loft			

Line #	Qty	Tags	Item			Total
121	2	1.7 5th FL-P1-516 36/42	HRVF4236P.LOFT PANEL FRAME 42H X 36W	Sell Price	\$106.16	\$212.32
				Discount	68.50%	
				List Price	\$337.00	\$674.00
		PAINT:	P1 Paint Opts			
		PAINT_Selection:	Loft			

Line #	Qty	Tags	Item			Total
122	4	1.7 5th FL-P1-516 1.7 5th FL-P1-516	HRVT3736HS3.PINC.PINC LAMINATE TILE 37.5H X 36W	Sell Price	\$162.54	\$650.16
				Discount	68.50%	
				List Price	\$516.00	\$2,064.00
		LAMINATE:	Grd L1 Standard Laminates			
		LAMINATE_Selection:	Pinnacle			
		EDGE:	Pinnacle			

Line #	Qty	Tags	Item			Total
123	2	1.7 5th FL-P1-516 HUSLMOD1348	HUSLMOD1348.PINC.PINC.P LAMINATE MODESTY 13H X 48W	Sell Price	\$203.49	\$406.98
				Discount	68.50%	
				List Price	\$646.00	\$1,292.00
		LAMINATE:	Grd L1 Standard Laminates			
		LAMINATE_Selection:	Pinnacle			
		EDGE:	Pinnacle			
		PAINT:	Black			

Line #	Qty	Tags	Item			Total
124	8	1.8 5th FL-P1-HAD GROMMETS 1.8 5th FL-P1-HAD GROMMETS	HFLDGRMT3 FIELD INSTALLABLE GROMMET-BLACK-FOR 3IN DIA HOLE	Sell Price	\$18.00	\$144.00
				Discount	60.00%	
				List Price	\$45.00	\$360.00

Line #	Qty	Tags	Item			Total
125	2	2.0 5th FL-P2- RECEPTION FF	H33823R.L.LOFT BRIGADE PED R PULL MOBILE F/F 23D X 28H	Sell Price	\$262.71	\$525.42
				Discount	68.50%	
				List Price	\$834.00	\$1,668.00
		LOCK:	Lock			
		PAINT:	P1 Paint Opts			
		PAINT_Selection:	Loft			

Line #	Qty	Tags	Item			Total
126	1	2.0 5th FL-P2- RECEPTION 2.0 5th FL-P2- RECEPTION	HBCKKIT24.LOFT ABOUND ABOUND CORNER COUNTERTOPS KIT 24W	Sell Price	\$26.15	\$26.15
				Discount	68.49%	
				List Price	\$83.00	\$83.00
		PAINT:	P1 Paint Opts			
		PAINT_Selection:	Loft			

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Line #	Qty	Tags	Item			Total
127	1	2.0 5th FL-P2-RECEPTION	HBCCKIT30.LOFT	Sell Price	\$28.98	\$28.98
		2.0 5th FL-P2-RECEPTION	ABOUND ABOUND CORNER COUNTERTOPS KIT 30W	Discount	68.50%	
				List Price	\$92.00	\$92.00
		PAINT:	P1 Paint Opts			
		PAINT_Selection:	Loft			

Line #	Qty	Tags	Item			Total
128	2	2.0 5th FL-P2-RECEPTION	HBCKIT24.LOFT	Sell Price	\$21.74	\$43.48
		2.0 5th FL-P2-RECEPTION	ABOUND STRAIGHT COUNTERTOPS KIT 24W	Discount	68.49%	
				List Price	\$69.00	\$138.00
		PAINT:	P1 Paint Opts			
		PAINT_Selection:	Loft			

Line #	Qty	Tags	Item			Total
129	1	2.0 5th FL-P2-RECEPTION	HBCKIT48.LOFT	Sell Price	\$25.52	\$25.52
		2.0 5th FL-P2-RECEPTION	ABOUND STRAIGHT COUNTERTOPS KIT 48W	Discount	68.49%	
				List Price	\$81.00	\$81.00
		PAINT:	P1 Paint Opts			
		PAINT_Selection:	Loft			

Line #	Qty	Tags	Item			Total
130	2	2.0 5th FL-P2-RECEPTION	HBCSR1524P.PINC.PINC	Sell Price	\$90.09	\$180.18
		15/24	SYSTEMS RAISED STRAIGHT COUNTERTOPS 24WX15D	Discount	68.50%	
			EDGEBAND	List Price	\$286.00	\$572.00
		LAMINATE:	Grd L1 Standard Laminates			
		LAMINATE_Selection:	Pinnacle			
		EDGE:	Pinnacle			

Line #	Qty	Tags	Item			Total
131	1	2.0 5th FL-P2-RECEPTION	HBCSR1548P.PINC.PINC	Sell Price	\$120.96	\$120.96
		15/48	SYSTEMS RAISED STRAIGHT COUNTERTOPS 48WX15D	Discount	68.50%	
			EDGEBAND	List Price	\$384.00	\$384.00
		LAMINATE:	Grd L1 Standard Laminates			
		LAMINATE_Selection:	Pinnacle			
		EDGE:	Pinnacle			

Line #	Qty	Tags	Item			Total
132	1	2.0 5th FL-P2-RECEPTION	HBCSR2424P.PINC.PINC	Sell Price	\$171.99	\$171.99
		24/24	SYSTEMS RAISED CORNER COUNTERTOPS 24WX24D	Discount	68.50%	
			EDGEBAND	List Price	\$546.00	\$546.00

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LAMINATE: Grd L1 Standard Laminates
LAMINATE_Selection: Pinnacle
EDGE: Pinnacle

Line #	Qty	Tags	Item			Total
133	1	2.0 5th FL-P2-RECEPTION 30/30	HBCSR3030P.PINC.PINC	Sell Price	\$199.71	\$199.71
			SYSTEMS RAISED CORNER COUNTERTOPS 30WX30D EDGEBAND	Discount	68.50%	
				List Price	\$634.00	\$634.00
			LAMINATE: Grd L1 Standard Laminates LAMINATE_Selection: Pinnacle EDGE: Pinnacle			

Line #	Qty	Tags	Item			Total
134	3	2.0 5th FL-P2-RECEPTION CB	HCTL242.LOFT	Sell Price	\$34.65	\$103.95
			24D CANTILEVER ONE PAIR	Discount	68.50%	
				List Price	\$110.00	\$330.00
			PAINT: P1 Paint Opts PAINT_Selection: Loft			

Line #	Qty	Tags	Item			Total
135	1	2.0 5th FL-P2-RECEPTION 24JC	HH871024	Sell Price	\$50.09	\$50.09
			ELECTRICAL PASS-THRU W/O POWER BLOCK 24IN3-3 & 2-2	Discount	68.50%	
				List Price	\$159.00	\$159.00

Line #	Qty	Tags	Item			Total
136	2	2.0 5th FL-P2-RECEPTION 24PT	HH871124	Sell Price	\$54.18	\$108.36
			ELECTRICAL PASS-THRU CABLE 25-1/2W 3-1 & 2-2 SYSTEMS	Discount	68.50%	
				List Price	\$172.00	\$344.00

Line #	Qty	Tags	Item			Total
137	2	2.0 5th FL-P2-RECEPTION 30PT	HH871130	Sell Price	\$54.18	\$108.36
			ELECTRICAL PASS-THRU CABLE 30W 3-1 & 2-2 SYSTEMS	Discount	68.50%	
				List Price	\$172.00	\$344.00

Line #	Qty	Tags	Item			Total
138	1	2.0 5th FL-P2-RECEPTION 24PH	HH871224	Sell Price	\$85.37	\$85.37
			ELECTRICAL POWER HARNESS 24W 3-1 & 2-2 SYSTEMS	Discount	68.50%	
				List Price	\$271.00	\$271.00

Line #	Qty	Tags	Item			Total
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139	1	2.0 5th FL-P2-RECEPTION 48PH	HH871248 ELECTRICAL POWER HARNESS 48W 3-1 & 2-2 SYSTEMS	Sell Price	\$90.09	\$90.09
				Discount	68.50%	
				List Price	\$286.00	\$286.00

Line #	Qty	Tags	Item			Total
140	6	2.0 5th FL-P2-RECEPTION	HH873501.LOFT	Sell Price	\$18.27	\$109.62
		2.0 5th FL-P2-RECEPTION	CIRCUIT 1	Discount	68.50%	
				List Price	\$58.00	\$348.00
			COLOR: Loft			

Line #	Qty	Tags	Item			Total
141	1	2.0 5th FL-P2-RECEPTION BIF	HH879072 BASE IN-FEED CABLE BASE 3-1 & 2-2 SYSTEMS	Sell Price	\$95.45	\$95.45
				Discount	68.50%	
				List Price	\$303.00	\$303.00

Line #	Qty	Tags	Item			Total
142	1	2.0 5th FL-P2-RECEPTION 42	HLSLZ5SC54.P 42W EXTERNAL STIFFENER	Sell Price	\$51.60	\$51.60
				Discount	60.00%	
				List Price	\$129.00	\$129.00
			PAINT: Black			

Line #	Qty	Tags	Item			Total
143	1	2.0 5th FL-P2-RECEPTION 60	HLSLZ5SC72.P 60W EXTERNAL STIFFENER	Sell Price	\$60.80	\$60.80
				Discount	60.00%	
				List Price	\$152.00	\$152.00
			PAINT: Black			

Line #	Qty	Tags	Item			Total
144	2	2.0 5th FL-P2-RECEPTION HLWM	HLWM.Y3.V.H.IT.NTN07.SB.N ENDORSE WORK MID-BACK MESH BACK	Sell Price	\$558.00	\$1,116.00
				Discount	60.00%	
				List Price	\$1,395.00	\$2,790.00
			CONTROL: SynchroTilt w/Indpnd Bck Angle			
			ARM: All-Adjustable w/Pivot			
			CASTER: Hard (Standard)			
			BACK: 4-Way Titanium			
			FABRIC: Grade 3 Uph			
			FABRIC_Selection: Notion--Char			
			BASETYPE: Standard Plastic Black			
			HEADREST: No Head Rest			

Line #	Qty	Tags	Item			Total
145	2	2.0 5th FL-P2-RECEPTION 42E-C	HRVC42PF.LOFT ABOUND FINISHED END PAINTED 42IN	Sell Price	\$37.17	\$74.34
				Discount	68.50%	
				List Price	\$118.00	\$236.00

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PAINT: P1 Paint Opts
PAINT_Selection: Loft

Line #	Qty	Tags	Item			Total
146	4	2.0 5th FL-P2- RECEPTION 42L	HRVC42PL.LOFT ABOUND L CONNECTOR PAINTED 42IN	Sell Price	\$62.37	\$249.48
				Discount	68.50%	
				List Price	\$198.00	\$792.00
				PAINT:	P1 Paint Opts	
				PAINT_Selection:	Loft	

Line #	Qty	Tags	Item			Total
147	5	2.0 5th FL-P2- RECEPTION 24/42	HRVF4224P.LOFT PANEL FRAME 42H X 24W	Sell Price	\$100.49	\$502.45
				Discount	68.50%	
				List Price	\$319.00	\$1,595.00
				PAINT:	P1 Paint Opts	
				PAINT_Selection:	Loft	

Line #	Qty	Tags	Item			Total
148	3	2.0 5th FL-P2- RECEPTION 30/42	HRVF4230P.LOFT PANEL FRAME 42H X 30W	Sell Price	\$104.58	\$313.74
				Discount	68.50%	
				List Price	\$332.00	\$996.00
				PAINT:	P1 Paint Opts	
				PAINT_Selection:	Loft	

Line #	Qty	Tags	Item			Total
149	1	2.0 5th FL-P2- RECEPTION 48/42	HRVF4248P.LOFT PANEL FRAME 42H X 48W	Sell Price	\$118.44	\$118.44
				Discount	68.50%	
				List Price	\$376.00	\$376.00
				PAINT:	P1 Paint Opts	
				PAINT_Selection:	Loft	

Line #	Qty	Tags	Item			Total
150	4	2.0 5th FL-P2- RECEPTION 2.0 5th FL-P2- RECEPTION	HRVT3724HS3.PINC.~ LAMINATE TILE 37.5H X 24W	Sell Price	\$134.51	\$538.04
				Discount	68.50%	
				List Price	\$427.00	\$1,708.00
				LAMINATE:	Grd L1 Standard Laminates	
				LAMINATE_Selection:	Pinnacle	
				EDGE:	~Undecided~	

Line #	Qty	Tags	Item			Total
151	6	2.0 5th FL-P2- RECEPTION 2.0 5th FL-P2- RECEPTION	HRVT3724T.APN11 ABOUND FABRIC TILE 37H X 24W	Sell Price	\$48.20	\$289.20
				Discount	68.50%	
				List Price	\$153.00	\$918.00
				FABRIC:	Grd A Fabric	
				FABRIC_Selection:	Appoint--Artichoke	

Line #	Qty	Tags	Item			Total
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152	3	2.0 5th FL-P2-RECEPTION	HRVT3730HS3.PINC.~	Sell Price	\$148.37	\$445.11
		2.0 5th FL-P2-RECEPTION	LAMINATE TILE 37.5H X 30W	Discount	68.50%	
				List Price	\$471.00	\$1,413.00
			LAMINATE: Grd L1 Standard Laminates			
			LAMINATE_Selection: Pinnacle			
			EDGE: ~Undecided~			

Line #	Qty	Tags	Item			Total
153	3	2.0 5th FL-P2-RECEPTION	HRVT3730T.APN11	Sell Price	\$54.50	\$163.50
		2.0 5th FL-P2-RECEPTION	ABOUND FABRIC TILE 37H X 30W	Discount	68.50%	
				List Price	\$173.00	\$519.00
			FABRIC: Grd A Fabric			
			FABRIC_Selection: Appoint--Artichoke			

Line #	Qty	Tags	Item			Total
154	1	2.0 5th FL-P2-RECEPTION	HRVT3748HS3.PINC.~	Sell Price	\$193.10	\$193.10
		2.0 5th FL-P2-RECEPTION	LAMINATE TILE 37.5H X 48W	Discount	68.50%	
				List Price	\$613.00	\$613.00
			LAMINATE: Grd L1 Standard Laminates			
			LAMINATE_Selection: Pinnacle			
			EDGE: ~Undecided~			

Line #	Qty	Tags	Item			Total
155	1	2.0 5th FL-P2-RECEPTION	HRVT3748T.APN11	Sell Price	\$72.14	\$72.14
		2.0 5th FL-P2-RECEPTION	ABOUND FABRIC TILE 37H X 48W	Discount	68.50%	
				List Price	\$229.00	\$229.00
			FABRIC: Grd A Fabric			
			FABRIC_Selection: Appoint--Artichoke			

Line #	Qty	Tags	Item			Total
156	1	2.0 5th FL-P2-RECEPTION	HRVTC24.LOFT	Sell Price	\$15.44	\$15.44
		TC24-C	ABOUND TOP CAP TRIM 24W	Discount	68.49%	
				List Price	\$49.00	\$49.00
			PAINT: P1 Paint Opts			
			PAINT_Selection: Loft			

Line #	Qty	Tags	Item			Total
157	3	2.0 5th FL-P2-RECEPTION	HRVTC30.LOFT	Sell Price	\$19.22	\$57.66
		TC30-C	ABOUND TOP CAP TRIM 30W	Discount	68.49%	
				List Price	\$61.00	\$183.00
			PAINT: P1 Paint Opts			
			PAINT_Selection: Loft			

Line #	Qty	Tags	Item			Total
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158	1	2.0 5th FL-P2-RECEPTION 24/48	HWR2448P.PINC.PINC.LOFT SYSTEMS RECTANGULAR WORKSURFACE EDGEBAND 24D X 48W	Sell Price	\$163.80	\$163.80
				Discount	68.50%	
				List Price	\$520.00	\$520.00
		LAMINATE:	Grd L1 Standard Laminates			
		LAMINATE_Selection:	Pinnacle			
		EDGE:	Pinnacle			
		GROMMET:	Loft			

Line #	Qty	Tags	Item			Total
159	1	2.0 5th FL-P2-RECEPTION 24/72	HWR2472P.PINC.PINC.LOFT SYSTEMS RECTANGULAR WORKSURFACE EDGEBAND 24D X 72W	Sell Price	\$213.89	\$213.89
				Discount	68.50%	
				List Price	\$679.00	\$679.00
		LAMINATE:	Grd L1 Standard Laminates			
		LAMINATE_Selection:	Pinnacle			
		EDGE:	Pinnacle			
		GROMMET:	Loft			

Line #	Qty	Tags	Item			Total
160	1	2.0 5th FL-P2-RECEPTION 30/54	HWR3054P.PINC.PINC.LOFT SYSTEMS RECTANGULAR WORKSURFACE EDGEBAND 30D X 54W	Sell Price	\$189.63	\$189.63
				Discount	68.50%	
				List Price	\$602.00	\$602.00
		LAMINATE:	Grd L1 Standard Laminates			
		LAMINATE_Selection:	Pinnacle			
		EDGE:	Pinnacle			
		GROMMET:	Loft			

Line #	Qty	Tags	Item			Total
161	2	2.0 5th FL-P2-RECEPTION WBK	HWSB2.LOFT WORKSURFACE BRACKET KIT	Sell Price	\$19.53	\$39.06
				Discount	68.50%	
				List Price	\$62.00	\$124.00
		PAINT:	P1 Paint Opts			
		PAINT_Selection:	Loft			

Line #	Qty	Tags	Item			Total
162	1	2.0 5th FL-P2-RECEPTION WBK	HWSB2.~ WORKSURFACE BRACKET KIT	Sell Price	\$19.53	\$19.53
				Discount	68.50%	
				List Price	\$62.00	\$62.00
		PAINT:	Undecided PAINT Option			

Line #	Qty	Tags	Item			Total
163	2	2.1 5th FL-P2-OPEN OFFICE BBF	H36723R.L.LOFT BRIGADE PED R PULL FREESTANDING B/B/F 23D X 28H	Sell Price	\$259.25	\$518.50
				Discount	68.50%	
				List Price	\$823.00	\$1,646.00
		LOCK:	Lock			
		PAINT:	P1 Paint Opts			
		PAINT_Selection:	Loft			

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Line #	Qty	Tags	Item			Total
164	2	2.1 5th FL-P2-OPEN OFFICE FF	H36823R.L.LOFT	Sell Price	\$259.25	\$518.50
			BRIGADE PED R PULL FREESTANDING F/F 23D X 28H	Discount	68.50%	
				List Price	\$823.00	\$1,646.00
			LOCK: Lock			
			PAINT: P1 Paint Opts			
			PAINT_Selection: Loft			

Line #	Qty	Tags	Item			Total
165	5	2.1 5th FL-P2-OPEN OFFICE 18x30x39	H873.L.LOFT	Sell Price	\$570.84	\$2,854.20
			BRIGADE 800 SERIES LATERAL FILE 3 DRAWER 30W	Discount	64.30%	
				List Price	\$1,599.00	\$7,995.00
			LOCK: Standard Random Key Lock			
			PAINT: P1 Paint Opts			
			PAINT_Selection: Loft			

Line #	Qty	Tags	Item			Total
166	2	2.1 5th FL-P2-OPEN OFFICE 18x30x64	H875LS.L.LOFT	Sell Price	\$737.21	\$1,474.42
			BRIGADE 800 SERIES LAT FILE 2-DRAWER W/STORAGE CASE 30W	Discount	64.30%	
				List Price	\$2,065.00	\$4,130.00
			LOCK: Standard Random Key Lock			
			PAINT: P1 Paint Opts			
			PAINT_Selection: Loft			

Line #	Qty	Tags	Item			Total
167	5	2.1 5th FL-P2-OPEN OFFICE Top	H919430.LOFT	Sell Price	\$203.49	\$1,017.45
			30WX18D SQUARE EDGE LAMINATE TOP FOR LATERAL FILE	Discount	64.30%	
				List Price	\$570.00	\$2,850.00
			LAMINATE: Grd L1 Standard Laminates			
			LAMINATE_Selection: Loft			

Line #	Qty	Tags	Item			Total
168	1	2.1 5th FL-P2-OPEN OFFICE	HBCKIT72.LOFT	Sell Price	\$28.35	\$28.35
		2.1 5th FL-P2-OPEN OFFICE	ABOUND STRAIGHT COUNTERTOPS KIT 72W	Discount	68.50%	
				List Price	\$90.00	\$90.00
			PAINT: P1 Paint Opts			
			PAINT_Selection: Loft			

Line #	Qty	Tags	Item			Total
169	1	2.1 5th FL-P2-OPEN OFFICE 15/72	HBCSR1572P.PINC.PINC	Sell Price	\$164.75	\$164.75
			SYSTEMS RAISED STRAIGHT COUNTERTOPS 72WX15D EDGEBAND	Discount	68.50%	
				List Price	\$523.00	\$523.00

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LAMINATE: Grd L1 Standard Laminates
LAMINATE_Selection: Pinnacle
EDGE: Pinnacle

Line #	Qty	Tags	Item			Total
170	3	2.1 5th FL-P2-OPEN OFFICE CL	HCTL241L.Q LEFT-HAND CANTILEVER 24 IN D	Sell Price	\$18.90	\$56.70
				Discount	68.50%	
				List Price	\$60.00	\$180.00
			PAINT: Select P1 Paint			
			PAINT_Selection: Light Gray			

Line #	Qty	Tags	Item			Total
171	2	2.1 5th FL-P2-OPEN OFFICE CR	HCTL241R.Q RIGHT-HAND CANTILEVER 24 IN D	Sell Price	\$18.90	\$37.80
				Discount	68.50%	
				List Price	\$60.00	\$120.00
			PAINT: Select P1 Paint			
			PAINT_Selection: Light Gray			

Line #	Qty	Tags	Item			Total
172	3	2.1 5th FL-P2-OPEN OFFICE CB	HCTL242.LOFT 24D CANTILEVER ONE PAIR	Sell Price	\$34.65	\$103.95
				Discount	68.50%	
				List Price	\$110.00	\$330.00
			PAINT: P1 Paint Opts			
			PAINT_Selection: Loft			

Line #	Qty	Tags	Item			Total
173	3	2.1 5th FL-P2-OPEN OFFICE HCTROUGH36	HCTROUGH36 CABLE MNGMT TROUGH 36W SINGLE	Sell Price	\$48.83	\$146.49
				Discount	68.50%	
				List Price	\$155.00	\$465.00

Line #	Qty	Tags	Item			Total
174	3	2.1 5th FL-P2-OPEN OFFICE 24JC	HH871024 ELECTRICAL PASS-THRU W/O POWER BLOCK 24IN3-3 & 2-2	Sell Price	\$50.09	\$150.27
				Discount	68.50%	
				List Price	\$159.00	\$477.00

Line #	Qty	Tags	Item			Total
175	1	2.1 5th FL-P2-OPEN OFFICE 36JC	HH871036 ELECTRICAL PASS-THRU W/O POWER BLOCK36IN3-1&2- 2	Sell Price	\$50.09	\$50.09
				Discount	68.50%	
				List Price	\$159.00	\$159.00

Line #	Qty	Tags	Item			Total
176	1	2.1 5th FL-P2-OPEN OFFICE	HH871048	Sell Price	\$51.66	\$51.66

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48JC	ELECTRICAL PASS-THRU W/O POWER BLOCK48IN3-1&2-2	Discount	68.50%	
		List Price	\$164.00	\$164.00

Line #	Qty	Tags	Item		Total	
177	4	2.1 5th FL-P2-OPEN OFFICE 36PT	HH871136	Sell Price	\$54.18	\$216.72
			ELECTRICAL PASS-THRU CABLE 36W 3-1 & 2-2 SYSTEMS	Discount	68.50%	
				List Price	\$172.00	\$688.00

Line #	Qty	Tags	Item		Total	
178	5	2.1 5th FL-P2-OPEN OFFICE 36PH	HH871236	Sell Price	\$85.37	\$426.85
			ELECTRICAL POWER HARNESS 36W 3-1 & 2-2 SYSTEMS	Discount	68.50%	
				List Price	\$271.00	\$1,355.00

Line #	Qty	Tags	Item		Total	
179	2	2.1 5th FL-P2-OPEN OFFICE 48PH	HH871248	Sell Price	\$90.09	\$180.18
			ELECTRICAL POWER HARNESS 48W 3-1 & 2-2 SYSTEMS	Discount	68.50%	
				List Price	\$286.00	\$572.00

Line #	Qty	Tags	Item		Total	
180	8	2.1 5th FL-P2-OPEN OFFICE	HH873501.LOFT	Sell Price	\$18.27	\$146.16
		2.1 5th FL-P2-OPEN OFFICE	CIRCUIT 1	Discount	68.50%	
				List Price	\$58.00	\$464.00
			COLOR: Loft			

Line #	Qty	Tags	Item		Total	
181	1	2.1 5th FL-P2-OPEN OFFICE BIF	HH879072	Sell Price	\$95.45	\$95.45
			BASE IN-FEED CABLE BASE 3-1 & 2-2 SYSTEMS	Discount	68.50%	
				List Price	\$303.00	\$303.00

Line #	Qty	Tags	Item		Total	
182	3	2.1 5th FL-P2-OPEN OFFICE HATB-3S-C	HHATB3S2LC.LOFT.X.MEM	Sell Price	\$367.61	\$1,102.83
			3 STAGE 2 LEG RECTANGLE C FOOT	Discount	68.50%	
				List Price	\$1,167.00	\$3,501.00
			PAINT: P1 Paint Opts			
			PAINT_Selection: Loft			
			GLIDE: Standard Glide			
			KEYPAD: Memory Preset			

Line #	Qty	Tags	Item		Total
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183	3	2.1 5th FL-P2-OPEN OFFICE 28/70	HHATW2870CT.PINC.PINC.G2LOFT.P 70W X 28D RECT WORKSURFACE C/T BASE	Sell Price \$234.68	\$704.04
				Discount 68.50%	
				List Price \$745.00	\$2,235.00
		LAMINATE:	Grd L1 Standard Laminates		
		LAMINATE_Selection:	Pinnacle		
		EDGE:	Pinnacle		
		GROMMET:	2 Grommets - Offset--Loft		
		PAINT:	Black		

Line #	Qty	Tags	Item		Total
184	1	2.1 5th FL-P2-OPEN OFFICE HIGS6	HIGS6.N.S.O5.NTN07.T IGNITION GUEST/MULTI-PURPOSE CHAIR FOUR-LEG STACKING	Sell Price \$279.60	\$279.60
				Discount 60.00%	
				List Price \$699.00	\$699.00
		ARM:	Armless		
		GLIDE/CAST:	All Surface Caster		
		BACK:	Charcoal ReActiv		
		FABRIC:	Grade 3 Uph		
		FABRIC_Selection:	Notion--Char		
		FRAME:	Black		

Line #	Qty	Tags	Item		Total
185	2	2.1 5th FL-P2-OPEN OFFICE HLED31A	HLED31A 31IN LED LIGHT W/PWRSUPPLYFORDAISYCHAIN(STARTER)	Sell Price \$249.80	\$499.60
				Discount 68.50%	
				List Price \$793.00	\$1,586.00

Line #	Qty	Tags	Item		Total
186	1	2.1 5th FL-P2-OPEN OFFICE 48	HLZ5SC60.P 48W EXTERNAL STIFFENER	Sell Price \$54.00	\$54.00
				Discount 60.00%	
				List Price \$135.00	\$135.00
		PAINT:	Black		

Line #	Qty	Tags	Item		Total
187	3	2.1 5th FL-P2-OPEN OFFICE HLWMBT	HLWMBT.Y4.V.A.IM.NTN07.SB.N ENDORSE WORK MID-BACK MESH BACK BIG AND TALL	Sell Price \$813.60	\$2,440.80
				Discount 60.00%	
				List Price \$2,034.00	\$6,102.00
		CONTROL:	Synchro Tilt		
		ARM:	All-Adjustable w/Pivot		
		CASTER:	All Surface Caster		
		BACK:	Black Mesh		
		FABRIC:	Grade 3 Uph		
		FABRIC_Selection:	Notion--Char		
		BASETYPE:	Standard Plastic Black		
		HEADREST:	No Head Rest		

Line #	Qty	Tags	Item		Total
188	2	2.1 5th FL-P2-OPEN OFFICE	HRVC15PF.LOFT	Sell Price \$27.41	\$54.82

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15E-C	ABOUND STACKABLE FINISHED END-PAINTED 15IN	Discount	68.49%	
		List Price	\$87.00	\$174.00
	PAINT: P1 Paint Opts			
	PAINT_Selection: Loft			

Line #	Qty	Tags	Item		Total	
189	3	2.1 5th FL-P2-OPEN OFFICE	HRVC15PFT.LOFT	Sell Price	\$27.41	\$82.23
		15E-C	ABOUND VARIABLE HT FINISHED END OVER CONNECTORPAINT 15IN	Discount	68.49%	
				List Price	\$87.00	\$261.00
			PAINT: P1 Paint Opts			
			PAINT_Selection: Loft			

Line #	Qty	Tags	Item		Total	
190	1	2.1 5th FL-P2-OPEN OFFICE	HRVC15PL.LOFT	Sell Price	\$45.05	\$45.05
		15L	ABOUND CONNECTOR L-PAINTED 15IN	Discount	68.50%	
				List Price	\$143.00	\$143.00
			PAINT: P1 Paint Opts			
			PAINT_Selection: Loft			

Line #	Qty	Tags	Item		Total	
191	1	2.1 5th FL-P2-OPEN OFFICE	HRVC15PX.LOFT	Sell Price	\$37.17	\$37.17
		15X	ABOUND CONNECTOR X-PAINTED 15IN	Discount	68.50%	
				List Price	\$118.00	\$118.00
			PAINT: P1 Paint Opts			
			PAINT_Selection: Loft			

Line #	Qty	Tags	Item		Total	
192	1	2.1 5th FL-P2-OPEN OFFICE	HRVC22PFT.LOFT	Sell Price	\$33.08	\$33.08
		22E-C	ABOUND VARIABLE HT FINISHED END OVER CONNECTORPAINT 22IN	Discount	68.50%	
				List Price	\$105.00	\$105.00
			PAINT: P1 Paint Opts			
			PAINT_Selection: Loft			

Line #	Qty	Tags	Item		Total	
193	2	2.1 5th FL-P2-OPEN OFFICE	HRVC42PL.LOFT	Sell Price	\$62.37	\$124.74
		42L	ABOUND L CONNECTOR PAINTED 42IN	Discount	68.50%	
				List Price	\$198.00	\$396.00
			PAINT: P1 Paint Opts			
			PAINT_Selection: Loft			

Line #	Qty	Tags	Item		Total	
194	7	2.1 5th FL-P2-OPEN OFFICE	HRVC50PF.LOFT	Sell Price	\$39.69	\$277.83
		50E-C	ABOUND FINISHED END PAINTED 50IN	Discount	68.50%	
				List Price	\$126.00	\$882.00
			PAINT: P1 Paint Opts			
			PAINT_Selection: Loft			

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Line #	Qty	Tags	Item			Total
195	3	2.1 5th FL-P2-OPEN OFFICE 50L	HRVC50PL.LOFT ABOUND L CONNECTOR PAINTED 50IN	Sell Price	\$64.26	\$192.78
				Discount	68.50%	
				List Price	\$204.00	\$612.00
			PAINT: P1 Paint Opts			
			PAINT_Selection: Loft			

Line #	Qty	Tags	Item			Total
196	3	2.1 5th FL-P2-OPEN OFFICE 50T	HRVC50PT.LOFT ABOUND CONNECTOR T - PAINTED 50IN	Sell Price	\$64.26	\$192.78
				Discount	68.50%	
				List Price	\$204.00	\$612.00
			PAINT: P1 Paint Opts			
			PAINT_Selection: Loft			

Line #	Qty	Tags	Item			Total
197	1	2.1 5th FL-P2-OPEN OFFICE 50X	HRVC50PX.LOFT ABOUND X CONNECTOR PAINTED 50IN	Sell Price	\$62.37	\$62.37
				Discount	68.50%	
				List Price	\$198.00	\$198.00
			PAINT: P1 Paint Opts			
			PAINT_Selection: Loft			

Line #	Qty	Tags	Item			Total
198	1	2.1 5th FL-P2-OPEN OFFICE 7E-C	HRVC7PFT.LOFT ABOUND VARIABLE HT FINISHED END OVER CONNECTOR-PAINT 7IN	Sell Price	\$27.41	\$27.41
				Discount	68.49%	
				List Price	\$87.00	\$87.00
			PAINT: P1 Paint Opts			
			PAINT_Selection: Loft			

Line #	Qty	Tags	Item			Total
199	2	2.1 5th FL-P2-OPEN OFFICE S30/15	HRVF1530 ABOUND STACKABLE PANEL FRAME 15HX30W	Sell Price	\$95.45	\$190.90
				Discount	68.50%	
				List Price	\$303.00	\$606.00

Line #	Qty	Tags	Item			Total
200	2	2.1 5th FL-P2-OPEN OFFICE S36/15	HRVF1536 ABOUND STACKABLE PANEL FRAME 15HX36W	Sell Price	\$97.65	\$195.30
				Discount	68.50%	
				List Price	\$310.00	\$620.00

Line #	Qty	Tags	Item			Total
201	2	2.1 5th FL-P2-OPEN OFFICE S48/15	HRVF1548 ABOUND STACKABLE PANEL FRAME 15HX48W	Sell Price	\$102.38	\$204.76
				Discount	68.50%	
				List Price	\$325.00	\$650.00

Line #	Qty	Tags	Item			Total
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202	2	2.1 5th FL-P2-OPEN OFFICE 36/42	HRVF4236P.LOFT PANEL FRAME 42H X 36W	Sell Price	\$106.16	\$212.32
				Discount	68.50%	
				List Price	\$337.00	\$674.00
			PAINT: P1 Paint Opts			
			PAINT_Selection: Loft			

Line #	Qty	Tags	Item			Total
203	4	2.1 5th FL-P2-OPEN OFFICE 24/50	HRVF5024P.LOFT PANEL FRAME 50H X 24W	Sell Price	\$107.10	\$428.40
				Discount	68.50%	
				List Price	\$340.00	\$1,360.00
			PAINT: P1 Paint Opts			
			PAINT_Selection: Loft			

Line #	Qty	Tags	Item			Total
204	4	2.1 5th FL-P2-OPEN OFFICE 30/50	HRVF5030P.LOFT PANEL FRAME 50H X 30W	Sell Price	\$112.77	\$451.08
				Discount	68.50%	
				List Price	\$358.00	\$1,432.00
			PAINT: P1 Paint Opts			
			PAINT_Selection: Loft			

Line #	Qty	Tags	Item			Total
205	6	2.1 5th FL-P2-OPEN OFFICE 36/50	HRVF5036P.LOFT PANEL FRAME 50H X 36W	Sell Price	\$112.77	\$676.62
				Discount	68.50%	
				List Price	\$358.00	\$2,148.00
			PAINT: P1 Paint Opts			
			PAINT_Selection: Loft			

Line #	Qty	Tags	Item			Total
206	3	2.1 5th FL-P2-OPEN OFFICE 48/50	HRVF5048P.LOFT PANEL FRAME 50H X 48W	Sell Price	\$122.22	\$366.66
				Discount	68.50%	
				List Price	\$388.00	\$1,164.00
			PAINT: P1 Paint Opts			
			PAINT_Selection: Loft			

Line #	Qty	Tags	Item			Total
207	2	2.1 5th FL-P2-OPEN OFFICE 24/65	HRVF6524P.LOFT PANEL FRAME 65H X 24W	Sell Price	\$116.24	\$232.48
				Discount	68.50%	
				List Price	\$369.00	\$738.00
			PAINT: P1 Paint Opts			
			PAINT_Selection: Loft			

Line #	Qty	Tags	Item			Total
208	4	2.1 5th FL-P2-OPEN OFFICE 36/65	HRVF6536P.LOFT PANEL FRAME 65H X 36W	Sell Price	\$120.33	\$481.32
				Discount	68.50%	
				List Price	\$382.00	\$1,528.00
			PAINT: P1 Paint Opts			
			PAINT_Selection: Loft			

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Line #	Qty	Tags	Item			Total
209	2	2.1 5th FL-P2-OPEN OFFICE	HRVFSB24	Sell Price	\$9.77	\$19.54
		2.1 5th FL-P2-OPEN OFFICE	ABOUND 24W SEGMENT BAR	Discount	68.48%	
				List Price	\$31.00	\$62.00

Line #	Qty	Tags	Item			Total
210	8	2.1 5th FL-P2-OPEN OFFICE	HRVFSB30	Sell Price	\$9.77	\$78.16
		2.1 5th FL-P2-OPEN OFFICE	ABOUND 30W SEGMENT BAR	Discount	68.48%	
				List Price	\$31.00	\$248.00

Line #	Qty	Tags	Item			Total
211	4	2.1 5th FL-P2-OPEN OFFICE	HRVFSB36	Sell Price	\$10.08	\$40.32
		2.1 5th FL-P2-OPEN OFFICE	ABOUND 36W SEGMENT BAR	Discount	68.50%	
				List Price	\$32.00	\$128.00

Line #	Qty	Tags	Item			Total
212	4	2.1 5th FL-P2-OPEN OFFICE	HRVFSB48	Sell Price	\$10.71	\$42.84
		2.1 5th FL-P2-OPEN OFFICE	ABOUND 48W SEGMENT BAR	Discount	68.50%	
				List Price	\$34.00	\$136.00

Line #	Qty	Tags	Item			Total
213	2	2.1 5th FL-P2-OPEN OFFICE	HRVOH1560RM.LOFT.X	Sell Price	\$527.63	\$1,055.26
		60RM	ABOUND RECEDING DOOR OVERHEAD 60W	Discount	68.50%	
				List Price	\$1,675.00	\$3,350.00
		PAINT:	P1 Paint Opts			
		PAINT_Selection:	Loft			
		LOCK:	Omit Lock			

Line #	Qty	Tags	Item			Total
214	2	2.1 5th FL-P2-OPEN OFFICE	HRVT1524HS3.PINC.PINC	Sell Price	\$90.41	\$180.82
		2.1 5th FL-P2-OPEN OFFICE	LAMINATE TILE 15H X 24W	Discount	68.50%	
				List Price	\$287.00	\$574.00
		LAMINATE:	Grd L1 Standard Laminates			
		LAMINATE_Selection:	Pinnacle			
		EDGE:	Pinnacle			

Line #	Qty	Tags	Item			Total
215	4	2.1 5th FL-P2-OPEN OFFICE	HRVT1530HS3.PINC.PINC	Sell Price	\$94.82	\$379.28

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2.1 5th FL-P2-OPEN OFFICE	LAMINATE TILE 15H X 30W	Discount	68.50%	
		List Price	\$301.00	\$1,204.00
LAMINATE:	Grd L1 Standard Laminates			
LAMINATE_Selection:	Pinnacle			
EDGE:	Pinnacle			

Line #	Qty	Tags	Item			Total
216	2	2.1 5th FL-P2-OPEN OFFICE	HRVT1530R.LOFT	Sell Price	\$256.73	\$513.46
		2.1 5th FL-P2-OPEN OFFICE	ABOUND 15INHIGH FROSTED GLASS TILE 15H X 30W	Discount	68.50%	
				List Price	\$815.00	\$1,630.00
		PAINT:	P1 Paint Opts			
		PAINT_Selection:	Loft			

Line #	Qty	Tags	Item			Total
217	2	2.1 5th FL-P2-OPEN OFFICE	HRVT1536R.LOFT	Sell Price	\$273.74	\$547.48
		2.1 5th FL-P2-OPEN OFFICE	ABOUND 15INHIGH FROSTED GLASS TILE 15H X 36W	Discount	68.50%	
				List Price	\$869.00	\$1,738.00
		PAINT:	P1 Paint Opts			
		PAINT_Selection:	Loft			

Line #	Qty	Tags	Item			Total
218	2	2.1 5th FL-P2-OPEN OFFICE	HRVT1548R.LOFT	Sell Price	\$316.26	\$632.52
		2.1 5th FL-P2-OPEN OFFICE	ABOUND 15INHIGH FROSTED GLASS TILE 15H X 48W	Discount	68.50%	
				List Price	\$1,004.00	\$2,008.00
		PAINT:	P1 Paint Opts			
		PAINT_Selection:	Loft			

Line #	Qty	Tags	Item			Total
219	2	2.1 5th FL-P2-OPEN OFFICE	HRVT3024HS3.PINC.PINC	Sell Price	\$110.57	\$221.14
		2.1 5th FL-P2-OPEN OFFICE	LAMINATE TILE 30H X 24W	Discount	68.50%	
				List Price	\$351.00	\$702.00
		LAMINATE:	Grd L1 Standard Laminates			
		LAMINATE_Selection:	Pinnacle			
		EDGE:	Pinnacle			

Line #	Qty	Tags	Item			Total
220	4	2.1 5th FL-P2-OPEN OFFICE	HRVT3030HS3.PINC.PINC	Sell Price	\$118.76	\$475.04
		2.1 5th FL-P2-OPEN OFFICE	LAMINATE TILE 30H X 30W	Discount	68.50%	
				List Price	\$377.00	\$1,508.00
		LAMINATE:	Grd L1 Standard Laminates			
		LAMINATE_Selection:	Pinnacle			
		EDGE:	Pinnacle			

Line #	Qty	Tags	Item			Total
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221	2	2.1 5th FL-P2-OPEN OFFICE	HRVT3736HS3.PINC.PINC	Sell Price	\$162.54	\$325.08
		2.1 5th FL-P2-OPEN OFFICE	LAMINATE TILE 37.5H X 36W	Discount	68.50%	
				List Price	\$516.00	\$1,032.00
		LAMINATE:	Grd L1 Standard Laminates			
		LAMINATE_Selection:	Pinnacle			
		EDGE:	Pinnacle			

Line #	Qty	Tags	Item			Total
222	2	2.1 5th FL-P2-OPEN OFFICE	HRVT3736T.APN11	Sell Price	\$62.06	\$124.12
		2.1 5th FL-P2-OPEN OFFICE	ABOUND FABRIC TILE 37H X 36W	Discount	68.50%	
				List Price	\$197.00	\$394.00
		FABRIC:	Grd A Fabric			
		FABRIC_Selection:	Appoint--Artichoke			

Line #	Qty	Tags	Item			Total
223	6	2.1 5th FL-P2-OPEN OFFICE	HRVT4524T.APN11	Sell Price	\$53.87	\$323.22
		2.1 5th FL-P2-OPEN OFFICE	ABOUND FABRIC TILE 45H X 24W	Discount	68.50%	
				List Price	\$171.00	\$1,026.00
		FABRIC:	Grd A Fabric			
		FABRIC_Selection:	Appoint--Artichoke			

Line #	Qty	Tags	Item			Total
224	4	2.1 5th FL-P2-OPEN OFFICE	HRVT4530T.APN11	Sell Price	\$60.48	\$241.92
		2.1 5th FL-P2-OPEN OFFICE	ABOUND FABRIC TILE 45H X 30W	Discount	68.50%	
				List Price	\$192.00	\$768.00
		FABRIC:	Grd A Fabric			
		FABRIC_Selection:	Appoint--Artichoke			

Line #	Qty	Tags	Item			Total
225	12	2.1 5th FL-P2-OPEN OFFICE	HRVT4536T.APN11	Sell Price	\$70.56	\$846.72
		2.1 5th FL-P2-OPEN OFFICE	ABOUND FABRIC TILE 45H X 36W	Discount	68.50%	
				List Price	\$224.00	\$2,688.00
		FABRIC:	Grd A Fabric			
		FABRIC_Selection:	Appoint--Artichoke			

Line #	Qty	Tags	Item			Total
226	6	2.1 5th FL-P2-OPEN OFFICE	HRVT4548T.APN11	Sell Price	\$91.04	\$546.24
		2.1 5th FL-P2-OPEN OFFICE	ABOUND FABRIC TILE 45H X 48W	Discount	68.50%	
				List Price	\$289.00	\$1,734.00
		FABRIC:	Grd A Fabric			
		FABRIC_Selection:	Appoint--Artichoke			

Line #	Qty	Tags	Item			Total
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227	4	2.1 5th FL-P2-OPEN OFFICE	HRVT6024T.APN11	Sell Price	\$66.15	\$264.60
		2.1 5th FL-P2-OPEN OFFICE	ABOUND FABRIC TILE 60H X 24W	Discount	68.50%	
				List Price	\$210.00	\$840.00
		FABRIC:	Grd A Fabric			
		FABRIC_Selection:	Appoint--Artichoke			

Line #	Qty	Tags	Item			Total
228	8	2.1 5th FL-P2-OPEN OFFICE	HRVT6036T.APN11	Sell Price	\$85.05	\$680.40
		2.1 5th FL-P2-OPEN OFFICE	ABOUND FABRIC TILE 60H X 36W	Discount	68.50%	
				List Price	\$270.00	\$2,160.00
		FABRIC:	Grd A Fabric			
		FABRIC_Selection:	Appoint--Artichoke			

Line #	Qty	Tags	Item			Total
229	6	2.1 5th FL-P2-OPEN OFFICE	HRVTC24.LOFT	Sell Price	\$15.44	\$92.64
		TC24-C	ABOUND TOP CAP TRIM 24W	Discount	68.49%	
				List Price	\$49.00	\$294.00
		PAINT:	P1 Paint Opts			
		PAINT_Selection:	Loft			

Line #	Qty	Tags	Item			Total
230	4	2.1 5th FL-P2-OPEN OFFICE	HRVTC30.LOFT	Sell Price	\$19.22	\$76.88
		TC30-C	ABOUND TOP CAP TRIM 30W	Discount	68.49%	
				List Price	\$61.00	\$244.00
		PAINT:	P1 Paint Opts			
		PAINT_Selection:	Loft			

Line #	Qty	Tags	Item			Total
231	10	2.1 5th FL-P2-OPEN OFFICE	HRVTC36.LOFT	Sell Price	\$25.20	\$252.00
		TC36-C	ABOUND TOP CAP TRIM 36W	Discount	68.50%	
				List Price	\$80.00	\$800.00
		PAINT:	P1 Paint Opts			
		PAINT_Selection:	Loft			

Line #	Qty	Tags	Item			Total
232	3	2.1 5th FL-P2-OPEN OFFICE	HRVTC48.LOFT	Sell Price	\$28.67	\$86.01
		TC48-C	ABOUND TOP CAP TRIM 48W	Discount	68.49%	
				List Price	\$91.00	\$273.00
		PAINT:	P1 Paint Opts			
		PAINT_Selection:	Loft			

Line #	Qty	Tags	Item			Total
233	2	2.1 5th FL-P2-OPEN OFFICE	HWR2424P.PINC.PINC.LOFT	Sell Price	\$124.11	\$248.22
		24/24	SYSTEMS RECT WORKSURFACE EDGE BAND 24D X 24W	Discount	68.50%	
				List Price	\$394.00	\$788.00

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LAMINATE: Grd L1 Standard Laminates
LAMINATE_Selection: Pinnacle
EDGE: Pinnacle
GROMMET: Loft

Line #	Qty	Tags	Item			Total
234	1	2.1 5th FL-P2-OPEN OFFICE	HWR2436P.PINC.PINC.LOFT	Sell Price	\$140.49	\$140.49
		24/36	SYSTEMS RECTANGULAR WORKSURFACE EDGEBAND 24D X 36W	Discount	68.50%	
				List Price	\$446.00	\$446.00
			LAMINATE: Grd L1 Standard Laminates LAMINATE_Selection: Pinnacle EDGE: Pinnacle GROMMET: Loft			

Line #	Qty	Tags	Item			Total
235	1	2.1 5th FL-P2-OPEN OFFICE	HWR2448P.PINC.PINC.LOFT	Sell Price	\$163.80	\$163.80
		24/48	SYSTEMS RECTANGULAR WORKSURFACE EDGEBAND 24D X 48W	Discount	68.50%	
				List Price	\$520.00	\$520.00
			LAMINATE: Grd L1 Standard Laminates LAMINATE_Selection: Pinnacle EDGE: Pinnacle GROMMET: Loft			

Line #	Qty	Tags	Item			Total
236	1	2.1 5th FL-P2-OPEN OFFICE	HWR2460P.PINC.PINC.LOFT	Sell Price	\$193.41	\$193.41
		24/60	SYSTEMS RECTANGULAR WORKSURFACE EDGEBAND 24D X 60W	Discount	68.50%	
				List Price	\$614.00	\$614.00
			LAMINATE: Grd L1 Standard Laminates LAMINATE_Selection: Pinnacle EDGE: Pinnacle GROMMET: Loft			

Line #	Qty	Tags	Item			Total
237	4	2.1 5th FL-P2-OPEN OFFICE	HWSB2.LOFT	Sell Price	\$19.53	\$78.12
		WBK	WORKSURFACE BRACKET KIT	Discount	68.50%	
				List Price	\$62.00	\$248.00
			PAINT: P1 Paint Opts PAINT_Selection: Loft			

Line #	Qty	Tags	Item			Total
238	1	2.1 5th FL-P2-OPEN OFFICE	HWV93AALP.PINC.PINC.LOFT	Sell Price	\$269.96	\$269.96
		72/36/24/24	SYSTEMS 72X36X24X24LEFT CORNER COVE WKSFC EDGE BD	Discount	68.50%	
				List Price	\$857.00	\$857.00

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LAMINATE: Grd L1 Standard Laminates
LAMINATE_Selection: Pinnacle
EDGE: Pinnacle
GROMMET: Loft

Line #	Qty	Tags	Item			Total
239	1	2.1 5th FL-P2-OPEN OFFICE 72/36/24/24	HWV93AARP.PINC.PINC.LOFT	Sell Price	\$269.96	\$269.96
			SYSTEMS 72X36X24X24RT CORNER COVE WKSFC EDGEBD	Discount	68.50%	
				List Price	\$857.00	\$857.00
			LAMINATE: Grd L1 Standard Laminates LAMINATE_Selection: Pinnacle EDGE: Pinnacle GROMMET: Loft			

Line #	Qty	Tags	Item			Total
240	1	2.2 5th FL-P2-FILE RM BF	H105106.PINCPINC	Sell Price	\$352.80	\$352.80
			10500 SERIES 15 3/4WX18 7/8DX21 7/8H MOBILE PED B/F	Discount	60.00%	
				List Price	\$882.00	\$882.00
			LAMINATE: Grd L1 Standard Laminates LAMINATE_Selection: Pinnacle--Pinnacle			

Line #	Qty	Tags	Item			Total
241	1	2.2 5th FL-P2-FILE RM 24x36x29	H105290.PINCPINC	Sell Price	\$458.00	\$458.00
			10500 SERIES 36WX24DX29-1/2H STORAGE CABINET WITH DOORS	Discount	60.00%	
				List Price	\$1,145.00	\$1,145.00
			LAMINATE: Grd L1 Standard Laminates LAMINATE_Selection: Pinnacle--Pinnacle			

Line #	Qty	Tags	Item			Total
242	1	2.2 5th FL-P2-FILE RM 14x36x37	H105292.PINCPINC	Sell Price	\$282.40	\$282.40
			1050 SERIES BOOKCASE HUTCH 36W X 37-1/8H	Discount	60.00%	
				List Price	\$706.00	\$706.00
			LAMINATE: Grd L1 Standard Laminates LAMINATE_Selection: Pinnacle--Pinnacle			

Line #	Qty	Tags	Item			Total
243	1	2.2 5th FL-P2-FILE RM 14x72x37	H10534K.PINCPINC	Sell Price	\$540.80	\$540.80
			10500 SERIES72X37 1/8 STACK-ON STORAGE 4-DR LOCKING ETA	Discount	60.00%	
				List Price	\$1,352.00	\$1,352.00
			LAMINATE: Grd L1 Standard Laminates LAMINATE_Selection: Pinnacle--Pinnacle			

Line #	Qty	Tags	Item			Total
244	1	2.2 5th FL-P2-FILE RM	H105492.PINCPINC	Sell Price	\$872.40	\$872.40

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24/72	10500 SERIES CRED W/LATERAL FILE LEFT STORAGE 24X72	Discount	60.00%
		List Price	\$2,181.00 \$2,181.00
	LAMINATE: Grd L1 Standard Laminates		
	LAMINATE_Selection: Pinnacle--Pinnacle		

Line #	Qty	Tags	Item	Total
245	1	2.2 5th FL-P2-FILE RM 20x36x29	H10563.PINCPINC 10500 SERIES LAT FILE 2-DRAWER 36W X 20D X	Sell Price \$480.80 \$480.80 Discount 60.00% List Price \$1,202.00 \$1,202.00
			LAMINATE: Grd L1 Standard Laminates	
			LAMINATE_Selection: Pinnacle--Pinnacle	

Line #	Qty	Tags	Item	Total
246	1	2.2 5th FL-P2-FILE RM 24/42	H105R2442.PINCPINC 42WX24D RECTANGLE WORKSURFACE	Sell Price \$118.80 \$118.80 Discount 60.00% List Price \$297.00 \$297.00
			LAMINATE: Grd L1 Standard Laminates	
			LAMINATE_Selection: Pinnacle--Pinnacle	

Line #	Qty	Tags	Item	Total
247	1	2.2 5th FL-P2-FILE RM 30/66	H105R3066.PINCPINC 66WX30D RECTANGLE WORKSURFACE	Sell Price \$185.20 \$185.20 Discount 60.00% List Price \$463.00 \$463.00
			LAMINATE: Grd L1 Standard Laminates	
			LAMINATE_Selection: Pinnacle--Pinnacle	

Line #	Qty	Tags	Item	Total
248	1	2.2 5th FL-P2-FILE RM HCTROUGH36	HCTROUGH36 CABLE MNGMT TROUGH 36W SINGLE	Sell Price \$48.83 \$48.83 Discount 68.50% List Price \$155.00 \$155.00

Line #	Qty	Tags	Item	Total
249	1	2.2 5th FL-P2-FILE RM HATB-MAX	HHATM3S3LT.LOFT.X.MEM MAX 3 STAGE 3 LEG T FOOT	Sell Price \$773.64 \$773.64 Discount 68.50% List Price \$2,456.00 \$2,456.00
			PAINT: P1 Paint Opts	
			PAINT_Selection: Loft	
			GLIDE: Standard Glide	
			KEYPAD: Memory Preset	

Line #	Qty	Tags	Item	Total
250	1	2.2 5th FL-P2-FILE RM HLED31A	HLED31A 31IN LED LIGHT W/PWRSUPPLYFORDAISYCHAIN(STARTER)	Sell Price \$249.80 \$249.80 Discount 68.50% List Price \$793.00 \$793.00

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Line #	Qty	Tags	Item			Total
251	1	2.2 5th FL-P2-FILE RM HLED31AUO	HLED31AUO	Sell Price	\$203.49	\$203.49
			31IN LED LT W/8IN MPRCORDDAISYCHAIN(FOLLOWER)	Discount	68.50%	
				List Price	\$646.00	\$646.00

Line #	Qty	Tags	Item			Total
252	2	2.2 5th FL-P2-FILE RM HLEDOSA	HLEDOSA	Sell Price	\$37.17	\$74.34
			UNDERCABOCCUPANCYSENSORW/1 ENDTOEND CONNECTOR	Discount	68.50%	
				List Price	\$118.00	\$236.00

Line #	Qty	Tags	Item			Total
253	1	2.2 5th FL-P2-FILE RM 54	HLSLZ5SC66.P	Sell Price	\$56.40	\$56.40
			54W EXTERNAL STIFFENER	Discount	60.00%	
				List Price	\$141.00	\$141.00
			PAINT: Black			

Line #	Qty	Tags	Item			Total
254	1	2.2 5th FL-P2-FILE RM HLWM	HLWM.Y3.V.H.IT.NTN07.SB.N	Sell Price	\$558.00	\$558.00
			ENDORSE WORK MID-BACK MESH BACK	Discount	60.00%	
				List Price	\$1,395.00	\$1,395.00
			CONTROL: SynchroTilt w/Indpnd Bck Angle			
			ARM: All-Adjustable w/Pivot			
			CASTER: Hard (Standard)			
			BACK: 4-Way Titanium			
			FABRIC: Grade 3 Uph			
			FABRIC_Selection: Notion--Char			
			BASETYPE: Standard Plastic Black			
			HEADREST: No Head Rest			

Line #	Qty	Tags	Item			Total
255	1	2.2 5th FL-P2-FILE RM WPM	HPWRMOD3WC.STRM	Sell Price	\$128.84	\$128.84
			3 RECEPTACLE WORKSURFACE CLAMP	Discount	68.50%	
				List Price	\$409.00	\$409.00
			PAINT: Storm			

Line #	Qty	Tags	Item			Total
256	1	2.2 5th FL-P2-FILE RM HUSLMOD1366	HUSLMOD1366.PINC.PINC.P	Sell Price	\$279.09	\$279.09
			LAMINATE MODESTY 13H X 66W	Discount	68.50%	
				List Price	\$886.00	\$886.00
			LAMINATE: Grd L1 Standard Laminates			
			LAMINATE_Selection: Pinnacle			
			EDGE: Pinnacle			
			PAINT: Black			

Line #	Qty	Tags	Item			Total
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257	1	2.3 5th FL-P2- DEANA BF	H105106.PINCPINC 10500 SERIES 15 3/4WX18 7/8DX21 7/8H MOBILE PED B/F	Sell Price	\$352.80	\$352.80
				Discount	60.00%	
				List Price	\$882.00	\$882.00
		LAMINATE:	Grd L1 Standard Laminates			
		LAMINATE_Selection:	Pinnacle--Pinnacle			

Line #	Qty	Tags	Item			Total
258	1	2.3 5th FL-P2- DEANA 14x72x37	H10534K.PINCPINC 10500 SERIES72X37 1/8 STACK-ON STORAGE 4-DR LOCKING ETA	Sell Price	\$540.80	\$540.80
				Discount	60.00%	
				List Price	\$1,352.00	\$1,352.00
		LAMINATE:	Grd L1 Standard Laminates			
		LAMINATE_Selection:	Pinnacle--Pinnacle			

Line #	Qty	Tags	Item			Total
259	2	2.3 5th FL-P2- DEANA 24/72	H105491.PINCPINC 10500 SERIES CREDENZA W/2 LAT FILES 72WX24D	Sell Price	\$997.60	\$1,995.20
				Discount	60.00%	
				List Price	\$2,494.00	\$4,988.00
		LAMINATE:	Grd L1 Standard Laminates			
		LAMINATE_Selection:	Pinnacle--Pinnacle			

Line #	Qty	Tags	Item			Total
260	1	2.3 5th FL-P2- DEANA 13x36x71	H105535.PINCPINC 10500 SERIES BOOKCASE 5-SHELF 36WX13-1/8DX71H	Sell Price	\$407.20	\$407.20
				Discount	60.00%	
				List Price	\$1,018.00	\$1,018.00
		LAMINATE:	Grd L1 Standard Laminates			
		LAMINATE_Selection:	Pinnacle--Pinnacle			

Line #	Qty	Tags	Item			Total
261	1	2.3 5th FL-P2- DEANA 24x36x29	H105690.PINCPINC 10500 SERIES 36WX24DX29-1/2H LATERAL FILE TWO- DRAWER	Sell Price	\$505.60	\$505.60
				Discount	60.00%	
				List Price	\$1,264.00	\$1,264.00
		LAMINATE:	Grd L1 Standard Laminates			
		LAMINATE_Selection:	Pinnacle--Pinnacle			

Line #	Qty	Tags	Item			Total
262	1	2.3 5th FL-P2- DEANA BACK(72)	H105856.PINC 10500 SERIES BACK ENCLOSURE FOR 72W STACK ON STORAGE	Sell Price	\$118.00	\$118.00
				Discount	60.00%	
				List Price	\$295.00	\$295.00
		LAMINATE:	Grd L1 Standard Laminates			
		LAMINATE_Selection:	Pinnacle			

Line #	Qty	Tags	Item			Total
263	1	2.3 5th FL-P2- DEANA	H90056.APN11	Sell Price	\$162.00	\$162.00

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TB(72)	10500 SERIES TCKBD FOR 72W STACK ON STRG BCK ENCLOSURE	Discount	60.00%	
		List Price	\$405.00	\$405.00
	FABRIC: Grd A Fab			
	FABRIC_Selection: Appoint--Artichoke			

Line #	Qty	Tags	Item		Total	
264	1	2.3 5th FL-P2-DEANA	HCTROUGH17	Sell Price	\$29.61	\$29.61
		HCTROUGH17	CABLE MNGMT TROUGH 17W SINGLE	Discount	68.50%	
				List Price	\$94.00	\$94.00

Line #	Qty	Tags	Item		Total	
265	1	2.3 5th FL-P2-DEANA	HHATM3S3LT.LOFT.X.MEM	Sell Price	\$773.64	\$773.64
		HATB-MAX	MAX 3 STAGE 3 LEG T FOOT	Discount	68.50%	
				List Price	\$2,456.00	\$2,456.00
		PAINT: P1 Paint Opts				
		PAINT_Selection: Loft				
		GLIDE: Standard Glide				
		KEYPAD: Memory Preset				

Line #	Qty	Tags	Item		Total	
266	1	2.3 5th FL-P2-DEANA	HHN831124.S	Sell Price	\$26.78	\$26.78
		FB	FLAT BRACKET 24D	Discount	68.49%	
				List Price	\$85.00	\$85.00
		PAINT: Charcoal				

Line #	Qty	Tags	Item		Total	
267	2	2.3 5th FL-P2-DEANA	HIGS6.N.S.OS.NTN07.T	Sell Price	\$279.60	\$559.20
		HIGS6	IGNITION GUEST/MULTI-PURPOSE CHAIR FOUR-LEG STACKING	Discount	60.00%	
				List Price	\$699.00	\$1,398.00
		ARM: Armless				
		GLIDE/CAST: All Surface Caster				
		BACK: Charcoal ReActiv				
		FABRIC: Grade 3 Uph				
		FABRIC_Selection: Notion--Char				
		FRAME: Black				

Line #	Qty	Tags	Item		Total	
268	1	2.3 5th FL-P2-DEANA	HLED31A	Sell Price	\$249.80	\$249.80
		HLED31A	31IN LED LIGHT W/PWRSUPPLYFORDAISYCHAIN(STARTER)	Discount	68.50%	
				List Price	\$793.00	\$793.00

Line #	Qty	Tags	Item		Total	
269	1	2.3 5th FL-P2-DEANA	HLED31AUO	Sell Price	\$203.49	\$203.49
		HLED31AUO	31IN LED LT W/8IN MPRCORDDAISYCHAIN(FOLLOWER)	Discount	68.50%	

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List Price \$646.00 \$646.00

Line #	Qty	Tags	Item			Total
270	2	2.3 5th FL-P2- DEANA	HLEDOSA	Sell Price	\$37.17	\$74.34
		HLEDOSA	UNDERCABOCCUPANCYSENSORW/1 ENDTOEND CONNECTOR	Discount	68.50%	
				List Price	\$118.00	\$236.00

Line #	Qty	Tags	Item			Total
271	1	2.3 5th FL-P2- DEANA	HLSLZ5SC48.P	Sell Price	\$47.20	\$47.20
		36	36W EXTERNAL STIFFENER	Discount	60.00%	
				List Price	\$118.00	\$118.00
			PAINT: Black			

Line #	Qty	Tags	Item			Total
272	1	2.3 5th FL-P2- DEANA	HLSLZ5SC54.P	Sell Price	\$51.60	\$51.60
		42	42W EXTERNAL STIFFENER	Discount	60.00%	
				List Price	\$129.00	\$129.00
			PAINT: Black			

Line #	Qty	Tags	Item			Total
273	1	2.3 5th FL-P2- DEANA	HNLRC2430.GPINC.X.PINC	Sell Price	\$122.00	\$122.00
		24/30	30W X 24D RECTANGLE WORKSURFACE / PED TOP	Discount	60.00%	
				List Price	\$305.00	\$305.00
			EDGE: Smooth, Flat--Pinnacle			
			GROMMET: No Grommet			
			LAMINATE: Grd L1 Standard Laminates			
			LAMINATE_Selection: Pinnacle			

Line #	Qty	Tags	Item			Total
274	1	2.3 5th FL-P2- DEANA	HSTB2W1.LOFT	Sell Price	\$39.98	\$39.98
		FB	BRACKET TO ATTACH TOWERS TO WORKSURFACES	Discount	64.30%	
				List Price	\$112.00	\$112.00
			PAINT: P1 Paint Opts			
			PAINT_Selection: Loft			

Line #	Qty	Tags	Item			Total
275	1	2.3 5th FL-P2- DEANA	HUSLMOD1354.PINC.PINC.P	Sell Price	\$237.20	\$237.20
		13h x 54w	LAMINATE MODESTY 13H X 54W	Discount	68.50%	
				List Price	\$753.00	\$753.00
			LAMINATE: Grd L1 Standard Laminates			
			LAMINATE_Selection: Pinnacle			
			EDGE: Pinnacle			
			PAINT: Black			

Line #	Qty	Tags	Item			Total
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276	1	2.3 5th FL-P2- DEANA 48/66/24/30	HWJ58ABRPN.PINC.PINC SYSTEMS JETTY WKSFC EDGEBAND RH 48X66X24X30 NO GROM	Sell Price \$338.63	\$338.63
				Discount 68.50%	
				List Price \$1,075.00	\$1,075.00
		LAMINATE:	Grd L1 Standard Laminates		
		LAMINATE_Selection:	Pinnacle		
		EDGE:	Pinnacle		

Line #	Qty	Tags	Item		Total
277	2	2.4 5th FL-P2- SARAH 14x36x37	H105292.PINCPINC 1050 SERIES BOOKCASE HUTCH 36W X 37-1/8H	Sell Price \$282.40	\$564.80
				Discount 60.00%	
				List Price \$706.00	\$1,412.00
		LAMINATE:	Grd L1 Standard Laminates		
		LAMINATE_Selection:	Pinnacle--Pinnacle		

Line #	Qty	Tags	Item		Total
278	1	2.4 5th FL-P2- SARAH 14x72x37	H10534K.PINCPINC 10500 SERIES72X37 1/8 STACK-ON STORAGE 4-DR LOCKING ETA	Sell Price \$540.80	\$540.80
				Discount 60.00%	
				List Price \$1,352.00	\$1,352.00
		LAMINATE:	Grd L1 Standard Laminates		
		LAMINATE_Selection:	Pinnacle--Pinnacle		

Line #	Qty	Tags	Item		Total
279	1	2.4 5th FL-P2- SARAH 13x36x71	H105535.PINCPINC 10500 SERIES BOOKCASE 5-SHELF 36WX13-1/8DX71H	Sell Price \$407.20	\$407.20
				Discount 60.00%	
				List Price \$1,018.00	\$1,018.00
		LAMINATE:	Grd L1 Standard Laminates		
		LAMINATE_Selection:	Pinnacle--Pinnacle		

Line #	Qty	Tags	Item		Total
280	4	2.4 5th FL-P2- SARAH 20x36x29	H10563.PINCPINC 10500 SERIES LAT FILE 2-DRAWER 36W X 20D X	Sell Price \$480.80	\$1,923.20
				Discount 60.00%	
				List Price \$1,202.00	\$4,808.00
		LAMINATE:	Grd L1 Standard Laminates		
		LAMINATE_Selection:	Pinnacle--Pinnacle		

Line #	Qty	Tags	Item		Total
281	1	2.4 5th FL-P2- SARAH 30/60	H10578.PINCPINC 10500 SERIES DESK SHELL 60W X 30D X 29-1/2H	Sell Price \$333.20	\$333.20
				Discount 60.00%	
				List Price \$833.00	\$833.00
		LAMINATE:	Grd L1 Standard Laminates		
		LAMINATE_Selection:	Pinnacle--Pinnacle		

Line #	Qty	Tags	Item		Total
282	1	2.4 5th FL-P2- SARAH BACK(72)	H105856.PINC 10500 SERIES BACK ENCLOSURE FOR 72W STACK ON STORAGE	Sell Price \$118.00	\$118.00
				Discount 60.00%	

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List Price \$295.00 \$295.00

LAMINATE: Grd L1 Standard Laminates
LAMINATE_Selection: Pinnacle

Line #	Qty	Tags	Item			Total
283	1	2.4 5th FL-P2-SARAH	H105R2460.PINCPINC	Sell Price	\$154.00	\$154.00
		24/60	60WX24D RECTANGLE WORKSURFACE	Discount	60.00%	
				List Price	\$385.00	\$385.00
				LAMINATE:	Grd L1 Standard Laminates	
				LAMINATE_Selection:	Pinnacle--Pinnacle	

Line #	Qty	Tags	Item			Total
284	1	2.4 5th FL-P2-SARAH	H1522.PINC	Sell Price	\$79.38	\$79.38
		CD	WOOD CENTER DRAWER 22W X 15-3/8D	Discount	68.50%	
				List Price	\$252.00	\$252.00
				LAMINATE:	Grd L1 Standard Laminates	
				LAMINATE_Selection:	Pinnacle	

Line #	Qty	Tags	Item			Total
285	1	2.4 5th FL-P2-SARAH	H90056.APN11	Sell Price	\$162.00	\$162.00
		TB(72)	10500 SERIES TCKBD FOR 72W STACK ON STRG BCK ENCLOSURE	Discount	60.00%	
				List Price	\$405.00	\$405.00
				FABRIC:	Grd A Fab	
				FABRIC_Selection:	Appoint--Artichoke	

Line #	Qty	Tags	Item			Total
286	1	2.4 5th FL-P2-SARAH	HHATB2S2LC.LOFT.X.MEM	Sell Price	\$333.27	\$333.27
		HATB-2S-C	2 STAGE 2 LEG RECTANGLE C FOOT	Discount	68.50%	
				List Price	\$1,058.00	\$1,058.00
				PAINT:	P1 Paint Opts	
				PAINT_Selection:	Loft	
				GLIDE:	Standard Glide	
				KEYPAD:	Memory Preset	

Line #	Qty	Tags	Item			Total
287	2	2.4 5th FL-P2-SARAH	HIGS6.N.S.OS.NTN07.T	Sell Price	\$279.60	\$559.20
		HIGS6	IGNITION GUEST/MULTI-PURPOSE CHAIR FOUR-LEG STACKING	Discount	60.00%	
				List Price	\$699.00	\$1,398.00
				ARM:	Armless	
				GLIDE/CAST:	All Surface Caster	
				BACK:	Charcoal ReActiv	
				FABRIC:	Grade 3 Uph	
				FABRIC_Selection:	Notion--Char	
				FRAME:	Black	

Line #	Qty	Tags	Item			Total
288	1	2.4 5th FL-P2-SARAH	HLED31A	Sell Price	\$249.80	\$249.80

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HLED31A	31IN LED LIGHT W/PWRSUPPLYFORDAISYCHAIN(STARTER)	Discount	68.50%	
		List Price	\$793.00	\$793.00

Line #	Qty	Tags	Item		Total
289	1	2.4 5th FL-P2-SARAH	HLED31AUO	Sell Price	\$203.49
		HLED31AUO	31IN LED LT W/8IN MPRCORDDAISYCHAIN(FOLLOWER)	Discount	68.50%
				List Price	\$646.00

Line #	Qty	Tags	Item		Total
290	2	2.4 5th FL-P2-SARAH	HLEDOSA	Sell Price	\$37.17
		HLEDOSA	UNDERCABOCCUPANCYSENSORW/1 ENDTOEND CONNECTOR	Discount	68.50%
				List Price	\$118.00

Line #	Qty	Tags	Item		Total
291	1	2.4 5th FL-P2-SARAH	HL5LZ5SC48.P	Sell Price	\$47.20
		36	36W EXTERNAL STIFFENER	Discount	60.00%
				List Price	\$118.00
		PAINT:	Black		

Line #	Qty	Tags	Item		Total
292	1	2.4 5th FL-P2-SARAH	HPWRMOD3WC.STRM	Sell Price	\$128.84
		WPM	3 RECEPTACLE WORKSURFACE CLAMP	Discount	68.50%
				List Price	\$409.00
		PAINT:	Storm		

Line #	Qty	Tags	Item		Total
293	1	2.4 5th FL-P2-SARAH	HUSLMOD1360.PINC.PINC.P	Sell Price	\$241.61
		HUSLMOD1360	LAMINATE MODESTY 13H X 60W	Discount	68.50%
				List Price	\$767.00
		LAMINATE:	Grd L1 Standard Laminates		
		LAMINATE_Selection:	Pinnacle		
		EDGE:	Pinnacle		
		PAINT:	Black		

Line #	Qty	Tags	Item		Total
294	1	2.5 5th FL-P2-JAMIE	H10502.PINC	Sell Price	\$339.20
		BBF	10500 SERIES FLOORSTND FULL HT PED B/B/F 15-5/8W X 22-3/4D	Discount	60.00%
				List Price	\$848.00
		LAMINATE:	Grd L1 Standard Laminates		
		LAMINATE_Selection:	Pinnacle		

Line #	Qty	Tags	Item		Total
295	2	2.5 5th FL-P2-JAMIE	H105292.PINCPINC	Sell Price	\$282.40

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14x36x37	1050 SERIES BOOKCASE HUTCH 36W X 37-1/8H	Discount	60.00%	
		List Price	\$706.00	\$1,412.00
LAMINATE:	Grd L1 Standard Laminates			
LAMINATE_Selection:	Pinnacle--Pinnacle			

Line #	Qty	Tags	Item		Total
296	1	2.5 5th FL-P2-JAMIE	H105324K.PINCPINC	Sell Price	\$507.20
		14x60x37	10500 SERIES60X37 1/8 STACK-ON STORAGE 4-DR	Discount	60.00%
			LOCKING ETA		
				List Price	\$1,268.00
					\$1,268.00
LAMINATE:	Grd L1 Standard Laminates				
LAMINATE_Selection:	Pinnacle--Pinnacle				

Line #	Qty	Tags	Item		Total
297	1	2.5 5th FL-P2-JAMIE	H10534K.PINCPINC	Sell Price	\$540.80
		14x72x37	10500 SERIES72X37 1/8 STACK-ON STORAGE 4-DR	Discount	60.00%
			LOCKING ETA		
				List Price	\$1,352.00
					\$1,352.00
LAMINATE:	Grd L1 Standard Laminates				
LAMINATE_Selection:	Pinnacle--Pinnacle				

Line #	Qty	Tags	Item		Total
298	1	2.5 5th FL-P2-JAMIE	H105491.PINCPINC	Sell Price	\$997.60
		24/72	10500 SERIES CREDENZA W/2 LAT FILES 72WX24D	Discount	60.00%
				List Price	\$2,494.00
					\$2,494.00
LAMINATE:	Grd L1 Standard Laminates				
LAMINATE_Selection:	Pinnacle--Pinnacle				

Line #	Qty	Tags	Item		Total
299	1	2.5 5th FL-P2-JAMIE	H10564.PINCPINC	Sell Price	\$314.80
		24/60	10500 SERIES CRED SHELL 60W X 24D X 29-1/2H	Discount	60.00%
				List Price	\$787.00
					\$787.00
LAMINATE:	Grd L1 Standard Laminates				
LAMINATE_Selection:	Pinnacle--Pinnacle				

Line #	Qty	Tags	Item		Total
300	2	2.5 5th FL-P2-JAMIE	H105690.PINCPINC	Sell Price	\$505.60
		24x36x29	10500 SERIES 36WX24DX29-1/2H LATERAL FILE TWO-	Discount	60.00%
			DRAWER		
				List Price	\$1,264.00
					\$2,528.00
LAMINATE:	Grd L1 Standard Laminates				
LAMINATE_Selection:	Pinnacle--Pinnacle				

Line #	Qty	Tags	Item		Total
301	1	2.5 5th FL-P2-JAMIE	H10578.PINCPINC	Sell Price	\$333.20
		30/60	10500 SERIES DESK SHELL 60W X 30D X 29-1/2H	Discount	60.00%
				List Price	\$833.00
					\$833.00
LAMINATE:	Grd L1 Standard Laminates				
LAMINATE_Selection:	Pinnacle--Pinnacle				

Line #	Qty	Tags	Item		Total
302	1	2.5 5th FL-P2-JAMIE	H105854.PINC	Sell Price	\$104.80
		BACK(60)	10500 SERIES BACK ENCLOSURE FOR 60W STACK ON	Discount	60.00%
			STORAGE		
				List Price	\$262.00
					\$262.00

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LAMINATE: Grd L1 Standard Laminates
LAMINATE_Selection: Pinnacle

Line #	Qty	Tags	Item			Total
303	1	2.5 5th FL-P2-JAMIE BACK(72)	H105856.PINC 10500 SERIES BACK ENCLOSURE FOR 72W STACK ON STORAGE	Sell Price	\$118.00	\$118.00
				Discount	60.00%	
				List Price	\$295.00	\$295.00
				LAMINATE:	Grd L1 Standard Laminates	
				LAMINATE_Selection:	Pinnacle	

Line #	Qty	Tags	Item			Total
304	1	2.5 5th FL-P2-JAMIE 24/48	H105R2448.PINCPINC 48WX24D RECTANGLE WORKSURFACE	Sell Price	\$131.20	\$131.20
				Discount	60.00%	
				List Price	\$328.00	\$328.00
				LAMINATE:	Grd L1 Standard Laminates	
				LAMINATE_Selection:	Pinnacle--Pinnacle	

Line #	Qty	Tags	Item			Total
305	1	2.5 5th FL-P2-JAMIE CD	H1522.PINC WOOD CENTER DRAWER 22W X 15-3/8D	Sell Price	\$79.38	\$79.38
				Discount	68.50%	
				List Price	\$252.00	\$252.00
				LAMINATE:	Grd L1 Standard Laminates	
				LAMINATE_Selection:	Pinnacle	

Line #	Qty	Tags	Item			Total
306	1	2.5 5th FL-P2-JAMIE TB(60)	H90054.APN11 10500 SERIES TCKBD FOR 60W STACK ON STRG BCK ENCLOSURE	Sell Price	\$135.60	\$135.60
				Discount	60.00%	
				List Price	\$339.00	\$339.00
				FABRIC:	Grd A Fab	
				FABRIC_Selection:	Appoint--Artichoke	

Line #	Qty	Tags	Item			Total
307	1	2.5 5th FL-P2-JAMIE TB(72)	H90056.APN11 10500 SERIES TCKBD FOR 72W STACK ON STRG BCK ENCLOSURE	Sell Price	\$162.00	\$162.00
				Discount	60.00%	
				List Price	\$405.00	\$405.00
				FABRIC:	Grd A Fab	
				FABRIC_Selection:	Appoint--Artichoke	

Line #	Qty	Tags	Item			Total
308	1	2.5 5th FL-P2-JAMIE HCTROUGH17	HCTROUGH17 CABLE MNGMT TROUGH 17W SINGLE	Sell Price	\$29.61	\$29.61
				Discount	68.50%	
				List Price	\$94.00	\$94.00

Line #	Qty	Tags	Item			Total
309	1	2.5 5th FL-P2-JAMIE HATB-3S-C	HHATB3S2LC.LOFT.X.MEM 3 STAGE 2 LEG RECTANGLE C FOOT	Sell Price	\$367.61	\$367.61
				Discount	68.50%	
				List Price	\$1,167.00	\$1,167.00

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PAINT: P1 Paint Opts
PAINT_Selection: Loft
GLIDE: Standard Glide
KEYPAD: Memory Preset

Line #	Qty	Tags	Item			Total
310	2	2.5 5th FL-P2-JAMIE HIGS6	HIGS6.N.S.OS.NTN07.T IGNITION GUEST/MULTI-PURPOSE CHAIR FOUR-LEG STACKING	Sell Price	\$279.60	\$559.20
				Discount	60.00%	
				List Price	\$699.00	\$1,398.00
			ARM: Armless			
			GLIDE/CAST: All Surface Caster			
			BACK: Charcoal ReActiv			
			FABRIC: Grade 3 Uph			
			FABRIC_Selection: Notion--Char			
			FRAME: Black			

Line #	Qty	Tags	Item			Total
311	2	2.5 5th FL-P2-JAMIE HLED31A	HLED31A 31IN LED LIGHT W/PWRSUPPLYFORDAISYCHAIN(STARTER)	Sell Price	\$249.80	\$499.60
				Discount	68.50%	
				List Price	\$793.00	\$1,586.00

Line #	Qty	Tags	Item			Total
312	1	2.5 5th FL-P2-JAMIE HLED31AUO	HLED31AUO 31IN LED LT W/8IN MPRCORDDAISYCHAIN(FOLLOWER)	Sell Price	\$203.49	\$203.49
				Discount	68.50%	
				List Price	\$646.00	\$646.00

Line #	Qty	Tags	Item			Total
313	2	2.5 5th FL-P2-JAMIE HLEDOSA	HLEDOSA UNDERCABOCCUPANCYSENSORW/1 ENDTOEND CONNECTOR	Sell Price	\$37.17	\$74.34
				Discount	68.50%	
				List Price	\$118.00	\$236.00

Line #	Qty	Tags	Item			Total
314	1	2.5 5th FL-P2-JAMIE WPM	HPWRMOD3WC.STRM 3 RECEPTACLE WORKSURFACE CLAMP	Sell Price	\$128.84	\$128.84
				Discount	68.50%	
				List Price	\$409.00	\$409.00
			PAINT: Storm			

Line #	Qty	Tags	Item			Total
315	1	2.5 5th FL-P2-JAMIE HUSLMOD1348	HUSLMOD1348.PINC.PINC.P LAMINATE MODESTY 13H X 48W	Sell Price	\$203.49	\$203.49
				Discount	68.50%	
				List Price	\$646.00	\$646.00
			LAMINATE: Grd L1 Standard Laminates			
			LAMINATE_Selection: Pinnacle			
			EDGE: Pinnacle			
			PAINT: Black			

Line #	Qty	Tags	Item			Total
316	4	2.6 5th FL-P2- SIERRA	H105292.PINCPINC	Sell Price	\$282.40	\$1,129.60

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14x36x37	1050 SERIES BOOKCASE HUTCH 36W X 37-1/8H	Discount	60.00%	
		List Price	\$706.00	\$2,824.00
LAMINATE:	Grd L1 Standard Laminates			
LAMINATE_Selection:	Pinnacle--Pinnacle			

Line #	Qty	Tags	Item		Total
317	1	2.6 5th FL-P2-SIERRA	H105301R.PINCPINC	Sell Price	\$1,055.60
		24x24x66	10500 SERIES PERSONAL WARDROBE/STRG CAB 24W 24D 66-5/8H	Discount	60.00%
				List Price	\$2,639.00
					\$2,639.00
LAMINATE:	Grd L1 Standard Laminates				
LAMINATE_Selection:	Pinnacle--Pinnacle				

Line #	Qty	Tags	Item		Total
318	4	2.6 5th FL-P2-SIERRA	H105690.PINCPINC	Sell Price	\$505.60
		24x36x29	10500 SERIES 36WX24DX29-1/2H LATERAL FILE TWO-DRAWER	Discount	60.00%
				List Price	\$1,264.00
					\$5,056.00
LAMINATE:	Grd L1 Standard Laminates				
LAMINATE_Selection:	Pinnacle--Pinnacle				

Line #	Qty	Tags	Item		Total
319	1	2.6 5th FL-P2-SIERRA	H105R3072.PINCPINC	Sell Price	\$199.20
		30/72	72WX30D RECTANGLE WORKSURFACE	Discount	60.00%
				List Price	\$498.00
					\$498.00
LAMINATE:	Grd L1 Standard Laminates				
LAMINATE_Selection:	Pinnacle--Pinnacle				

Line #	Qty	Tags	Item		Total
320	1	2.6 5th FL-P2-SIERRA	HCTROUGH36	Sell Price	\$48.83
		HCTROUGH36	CABLE MNGMT TROUGH 36W SINGLE	Discount	68.50%
				List Price	\$155.00
					\$155.00

Line #	Qty	Tags	Item		Total
321	1	2.6 5th FL-P2-SIERRA	HHATB3S2LC.LOFT.X.MEM	Sell Price	\$367.61
		HATB-3S-C	3 STAGE 2 LEG RECTANGLE C FOOT	Discount	68.50%
				List Price	\$1,167.00
					\$1,167.00
PAINT:	P1 Paint Opts				
PAINT_Selection:	Loft				
GLIDE:	Standard Glide				
KEYPAD:	Memory Preset				

Line #	Qty	Tags	Item		Total
322	2	2.6 5th FL-P2-SIERRA	HIGS6.N.S.OS.NTN07.T	Sell Price	\$279.60
		HIGS6	IGNITION GUEST/MULTI-PURPOSE CHAIR FOUR-LEG STACKING	Discount	60.00%
				List Price	\$699.00
					\$1,398.00

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ARM: Armless
GLIDE/CAST: All Surface Caster
BACK: Charcoal ReActiv
FABRIC: Grade 3 Uph
FABRIC_Selection: Notion--Char
FRAME: Black

Line #	Qty	Tags	Item			Total
323	1	2.6 5th FL-P2-SIERRA	HLSLZ5SC72.P	Sell Price	\$60.80	\$60.80
		60	60W EXTERNAL STIFFENER	Discount	60.00%	
				List Price	\$152.00	\$152.00
			PAINT: Black			

Line #	Qty	Tags	Item			Total
324	1	2.6 5th FL-P2-SIERRA	HNL1530BK5.GPINC.PINC.PINC	Sell Price	\$440.80	\$440.80
		30x15x65	30X14-1/4X65 BOOKCASE 5-SHELF	Discount	60.00%	
				List Price	\$1,102.00	\$1,102.00
			EDGE: Smooth, Flat--Pinnacle			
			LAMINATE: Grd L1 Standard Laminates			
			LAMINATE_Selection: Pinnacle			
			LAMINATE2: Grd L1 Standard Laminates			
			LAMINATE2_Selection: Pinnacle			

Line #	Qty	Tags	Item			Total
325	1	2.6 5th FL-P2-SIERRA	HPWRMOD3WC.STRM	Sell Price	\$128.84	\$128.84
		WPM	3 RECEPTACLE WORKSURFACE CLAMP	Discount	68.50%	
				List Price	\$409.00	\$409.00
			PAINT: Storm			

Line #	Qty	Tags	Item			Total
326	1	2.6 5th FL-P2-SIERRA	HUSLMOD1372.PINC.PINC.P	Sell Price	\$282.87	\$282.87
		HUSLMOD1372	LAMINATE MODESTY 13H X 72W	Discount	68.50%	
				List Price	\$898.00	\$898.00
			LAMINATE: Grd L1 Standard Laminates			
			LAMINATE_Selection: Pinnacle			
			EDGE: Pinnacle			
			PAINT: Black			

Line #	Qty	Tags	Item			Total
327	1	2.7. 5th FL-P2-BRIAN	H105290.PINCPINC	Sell Price	\$458.00	\$458.00
		24x36x29	10500 SERIES 36WX24DX29-1/2H STORAGE CABINET WITH DOORS	Discount	60.00%	
				List Price	\$1,145.00	\$1,145.00
			LAMINATE: Grd L1 Standard Laminates			
			LAMINATE_Selection: Pinnacle--Pinnacle			

Line #	Qty	Tags	Item			Total
328	1	2.7. 5th FL-P2-BRIAN	H105302L.PINCPINC	Sell Price	\$1,055.60	\$1,055.60

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24x24x66	10500 SERIES PERSONAL WARDROBE/STRG CAB 24W 24D 66-5/8H	Discount	60.00%	
		List Price	\$2,639.00	\$2,639.00
LAMINATE:	Grd L1 Standard Laminates			
LAMINATE_Selection:	Pinnacle--Pinnacle			

Line #	Qty	Tags	Item		Total	
329	2	2.7. 5th FL-P2- BRIAN 14x72x37	H10534K.PINCPINC	Sell Price	\$540.80	\$1,081.60
			10500 SERIES72X37 1/8 STACK-ON STORAGE 4-DR LOCKING ETA	Discount	60.00%	
				List Price	\$1,352.00	\$2,704.00
LAMINATE:	Grd L1 Standard Laminates					
LAMINATE_Selection:	Pinnacle--Pinnacle					

Line #	Qty	Tags	Item		Total	
330	1	2.7. 5th FL-P2- BRIAN 24/72	H10548L.PINCPINC	Sell Price	\$691.20	\$691.20
			10500 SERIES CRED LATERAL FILE LEFT 72W 24D	Discount	60.00%	
				List Price	\$1,728.00	\$1,728.00
LAMINATE:	Grd L1 Standard Laminates					
LAMINATE_Selection:	Pinnacle--Pinnacle					

Line #	Qty	Tags	Item		Total	
331	1	2.7. 5th FL-P2- BRIAN 24/72	H105491.PINCPINC	Sell Price	\$997.60	\$997.60
			10500 SERIES CREDENZA W/2 LAT FILES 72WX24D	Discount	60.00%	
				List Price	\$2,494.00	\$2,494.00
LAMINATE:	Grd L1 Standard Laminates					
LAMINATE_Selection:	Pinnacle--Pinnacle					

Line #	Qty	Tags	Item		Total	
332	2	2.7. 5th FL-P2- BRIAN BACK(72)	H105856.PINC	Sell Price	\$118.00	\$236.00
			10500 SERIES BACK ENCLOSURE FOR 72W STACK ON STORAGE	Discount	60.00%	
				List Price	\$295.00	\$590.00
LAMINATE:	Grd L1 Standard Laminates					
LAMINATE_Selection:	Pinnacle					

Line #	Qty	Tags	Item		Total	
333	1	2.7. 5th FL-P2- BRIAN 36/72	H105895R.PINCPINC	Sell Price	\$672.00	\$672.00
			10500 SERIES 72WX36DX29-1/2H SGL EDDSKRH B/B/F RECTTOP	Discount	60.00%	
				List Price	\$1,680.00	\$1,680.00
LAMINATE:	Grd L1 Standard Laminates					
LAMINATE_Selection:	Pinnacle--Pinnacle					

Line #	Qty	Tags	Item		Total	
334	1	2.7. 5th FL-P2- BRIAN 24/66	H105R2466.PINCPINC	Sell Price	\$163.60	\$163.60
			66WX24D RECTANGLE WORKSURFACE	Discount	60.00%	
				List Price	\$409.00	\$409.00

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LAMINATE: Grd L1 Standard Laminates
LAMINATE_Selection: Pinnacle--Pinnacle

Line #	Qty	Tags	Item			Total
335	2	2.7. 5th FL-P2- BRIAN TB(72)	H90056.APN11	Sell Price	\$162.00	\$324.00
			10500 SERIES TCKBD FOR 72W STACK ON STRG BCK ENCLOSURE	Discount	60.00%	
				List Price	\$405.00	\$810.00
			FABRIC: Grd A Fab FABRIC_Selection: Appoint--Artichoke			

Line #	Qty	Tags	Item			Total
336	1	2.7. 5th FL-P2- BRIAN HCTROUGH36	HCTROUGH36	Sell Price	\$48.83	\$48.83
			CABLE MNGMT TROUGH 36W SINGLE	Discount	68.50%	
				List Price	\$155.00	\$155.00

Line #	Qty	Tags	Item			Total
337	1	2.7. 5th FL-P2- BRIAN HATB-3S-C	HHATB3S2LC.LOFT.X.MEM	Sell Price	\$367.61	\$367.61
			3 STAGE 2 LEG RECTANGLE C FOOT	Discount	68.50%	
				List Price	\$1,167.00	\$1,167.00
			PAINT: P1 Paint Opts PAINT_Selection: Loft GLIDE: Standard Glide KEYPAD: Memory Preset			

Line #	Qty	Tags	Item			Total
338	1	2.7. 5th FL-P2- BRIAN 54	HLZ5SC66.P	Sell Price	\$56.40	\$56.40
			54W EXTERNAL STIFFENER	Discount	60.00%	
				List Price	\$141.00	\$141.00
			PAINT: Black			

Line #	Qty	Tags	Item			Total
339	1	2.7. 5th FL-P2- BRIAN WPM	HPWRMOD3WC.STRM	Sell Price	\$128.84	\$128.84
			3 RECEPTACLE WORKSURFACE CLAMP	Discount	68.50%	
				List Price	\$409.00	\$409.00
			PAINT: Storm			

Line #	Qty	Tags	Item			Total
340	1	2.7. 5th FL-P2- BRIAN HUSLMOD1366	HUSLMOD1366.PINC.PINC.P	Sell Price	\$279.09	\$279.09
			LAMINATE MODESTY 13H X 66W	Discount	68.50%	
				List Price	\$886.00	\$886.00
			LAMINATE: Grd L1 Standard Laminates LAMINATE_Selection: Pinnacle EDGE: Pinnacle PAINT: Black			

Line #	Qty	Tags	Item			Total
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341	1	2.8 5th FL-P2-ANDREW 30/72	H105R3072.PINCPINC 72WX30D RECTANGLE WORKSURFACE	Sell Price	\$199.20	\$199.20
				Discount	60.00%	
				List Price	\$498.00	\$498.00
		LAMINATE:	Grd L1 Standard Laminates			
		LAMINATE_Selection:	Pinnacle--Pinnacle			

Line #	Qty	Tags	Item			Total
342	1	2.8 5th FL-P2-ANDREW HCTROUGH36	HCTROUGH36 CABLE MNGMT TROUGH 36W SINGLE	Sell Price	\$48.83	\$48.83
				Discount	68.50%	
				List Price	\$155.00	\$155.00

Line #	Qty	Tags	Item			Total
343	1	2.8 5th FL-P2-ANDREW HATB-3S-C	HHATB3S2LC.LOFT.X.MEM 3 STAGE 2 LEG RECTANGLE C FOOT	Sell Price	\$367.61	\$367.61
				Discount	68.50%	
				List Price	\$1,167.00	\$1,167.00
		PAINT:	P1 Paint Opts			
		PAINT_Selection:	Loft			
		GLIDE:	Standard Glide			
		KEYPAD:	Memory Preset			

Line #	Qty	Tags	Item			Total
344	1	2.8 5th FL-P2-ANDREW 60	HLSLZ5SC72.P 60W EXTERNAL STIFFENER	Sell Price	\$60.80	\$60.80
				Discount	60.00%	
				List Price	\$152.00	\$152.00
		PAINT:	Black			

Line #	Qty	Tags	Item			Total
345	1	2.8 5th FL-P2-ANDREW WPM	HPWRMOD3WC.STRM 3 RECEPTACLE WORKSURFACE CLAMP	Sell Price	\$128.84	\$128.84
				Discount	68.50%	
				List Price	\$409.00	\$409.00
		PAINT:	Storm			

Line #	Qty	Tags	Item			Total
346	1	2.8 5th FL-P2-ANDREW HUSLMOD1372	HUSLMOD1372.PINC.PINC.P LAMINATE MODESTY 13H X 72W	Sell Price	\$282.87	\$282.87
				Discount	68.50%	
				List Price	\$898.00	\$898.00
		LAMINATE:	Grd L1 Standard Laminates			
		LAMINATE_Selection:	Pinnacle			
		EDGE:	Pinnacle			
		PAINT:	Black			

Line #	Qty	Tags	Item			Total
347	8	2.9 5th FL-P2-GROMMETS 2.9 5th FL-P2-GROMMETS	HFLDGRMT3 FIELD INSTALLABLE GROMMET-BLACK-FOR 3IN DIA HOLE	Sell Price	\$18.00	\$144.00
				Discount	60.00%	
				List Price	\$45.00	\$360.00

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MUSCATINE, IA 52761

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Line #	Qty	Tags	Item	Sell Price	Total
348	1		LOT INSTALL	\$9,985.92	\$9,985.92

Total Sell Price: \$134,502.55

Submitted By:	
Accepted By:	
Date:	

Terms: STATE OF KANSAS 55002

Progress Conference #15 Agenda
Reno County Courthouse Space Utilization

Reno County, KS

Date: Thurs Jan 25, 2023 Time: 2:00 p

Contractor: Ward Davis Builders, Inc.

- A. Attendees:
 - a. Reno County:
 - i. Harlen Depew harlen.depew@renogov.org -
 - ii. Jim Arneson jim.arneson@renogov.org
 - b. Architect:
 - i. Christy Wendler - GLMV christy.wendler@glmv.com
 - c. Contractors:
 - i. Project Manager Ward Davis 620-474-8130 ward@warddavisbuilders.com
 - ii. Superintendent Tyler Haynes 620-960-8818
 - iii. Bryson Hearn 620-615-6551
 - d. Subcontractors:

- B. WORK PROGRESS:
 - a. Schedules:
 - i. First Floor in Progress complete
 - ii. 2nd Mezzanine complete.
 - iii. Third Complete
 - iv. 4-5 Stair
 - 1. Discussed removing plywood on glazing at landing due to excessive condensation.
 - 2. Concrete treads with nose are poured.
 - 3. Furring and drywall hanging in CASA is complete.
 - v. Carpet in south east Investor offices is complete
 - vi. 5 Floor
 - 1. HVAC RTU s are installed.
 - a. HVAC startup is waiting until drywall is complete
 - 2. Electrician has run main feeds to RTU s, ceiling conduit is complete,
 - a. All work other than device and lighting is complete
 - 3. 5th Diversion complete
 - a. New door installed waiting to coordinate magnetic latch.
 - b. On site meeting with Harlen and Brad discussed access control. Have coordinated with CTA, push button is on site. CTA is ordering control box. County will install camera as needed.

- c. Sturgeon has a CO for \$ 2,315 to replace glass in Diversion window. WDB has submitted CO.
 - 4. 5th West DA – Flooring – glue under carpet has been tested as positive for asbestos. Neufeld's has a CO for \$ 7,200
 - a. After scheduling conference with DA, best path forward is to complete 5th East (end of Feb) and move some of DA over, then vacate 5th West and abate and carpet (4 weeks). During that time County can move boxes from 1st to new 5th storage and flooring and immediately move to first.
 - 5. Glass wall is installed
 - vii. Flooring – above
 - viii. Significant events
 - 1. Drywall is sanding today and ready for paint next week
 - 2. 4th floor drywall is hung and ready to mud.
 - ix. Work Detail items
 - 1. Window sills and treatments –
 - a. Sills are on site and ready for fabrication
 - b. Waiting on info from vendor for blinds. County used R100 ebony/Linen with 3" Bronze Fascia. Plans call out Crosshatch R300 Smoke x plan um. Now that drywall is placed, we can final measure for window treatment
- C. CONTRACT ADMINISTRATION
 - a. Payments
 - i. #8 has been approved by Arch
 - b. Next Progress Meeting – Feb 8th 2p at Courthouse Veterans.

Ward
Davis
Builders Inc.
1021 N Main STE C
Hutchinson, KS
620-474-8130
www.warddavisbuilders.com

Date: 1/14/24
Client: Reno County
Project: Space Utilization

Change Request #2

Item 2.1 Reorientation of 1st floor electrical closet 112A

Location - 1st Floor Rooms 112A, 112 and 113

Description – Plan indicated door to open into 113, Owner requested change to open door into 112

Scope of work:

- The electrical panel, by code, needs to be mounted opposite the door. The panel and about 6 conduits were already installed. The conduit needed to be replaced to run into panel on alternate wall. The panel was physically removed and remounted on north wall.
 - Add \$ 963
- The metal stud wall had been installed and required reframing at alternate location.
 - Add \$ 433
- Delays in work progress - negligible
- Bond included
- All applicable sales tax is excluded with P.E.C.

Pricing Change request 2.1

\$ 1,396.00

Schedule request – None

Item 2.2

Roof Curbs

Location – 5th East Roof Top Units Curbs

Description – 5 ea roof curbs needed to be increased in size due to added roof insulation thickness and orientation of concrete roof joists

Scope of work:

- Add curb height and size. Custom size to accommodate insulation up to 13” as installed in new roof replacement and to accommodate narrow concrete joists placement as indicated in RFI 108
- Delays in work progress – significant, but will not request more time if 4/5 stair steel time is extended.
- Bond included
- All applicable sales tax is excluded with P.E.C.

Pricing

- Kruse Labor	\$ 1,940
- Kruse/BCS curbs – 5 ea	\$ 4,630
- Kruse OH&P	\$ 1,018
- WDB Labor and supplied to cut and remove foam	\$ 440
- WDB – containers for debris on roof, crane to lower Containers of foam and landfill fees	\$ 440
- Electrical conduits in roof deck concrete- location not available for plans. Electricians x 2 – 2 hours to trace and truncate live wiring in original concrete slab	\$ 400
- Subtotal	\$ 8,868
- GC OH&P 10%	\$ 886
- Bond 2.5%	\$ 243

Total Change request #2.2

\$ 9,997.00

Schedule request – None

Item 2.3

Per emailed change request on June 29 and email responses on July 5 and Sept 27.

Item 2.3.1

3rd Floor Ceiling in Witness 305

- Reference RFI 104

- Plan E303 shows lighting in drop ceiling, Plan A 113 indicates altering ceiling heights of hard ceiling. We are removing ceiling for beam install, as well as wider for temporary support and beam install. The ceiling surfaces are all different textures and would require boxed soffits at changes in ceilings, patch for lighting fixture removals, patch at closet, patch at new lighting connections and for neutral wiring upgrades.

- Scope:

- o Remove plaster ceiling
- o Eliminate steel beams which supports plaster
- o Replace existing fluorescent fixtures, which contain obsolete lense covers, with LED fixtures per plan E305
- o Numerous holes in ceiling would be required to extend neutral wires to existing lights
- o Remove wood stud walls separating existing rooms within 305
- o Flooring per original plan
- o Install APC ceiling in Witness 305 same as other rooms on finish schedule

Item 2.3.2

4rth Floor doors 404 A &B

- Door 404 B can remain at its present location
- Only Door 404A needs to move south to avoid swing conflict with 404B
- There is an additional 17" on the south of the hallway that is shown as a chase, but chase is not present.
- As the 404A is moved to a corner, less of the room is obstructed as opposed to being closer to the middle of a wall.
- The wall separating the existing entry and planned location will remain in place as the ceilings are at different elevations along with this wall supporting the plaster ceilings.
- In the CASA side of door 404B they have filing and storage cabinets, they would lose additional storage along this south wall without any gain otherwise in this space when moving 404B.
- This will allow needed additional space at landing of stairs

Item 2.3.3

3rd Closet with post

- This closet had a concrete ceiling at the lid. We would like to put APC back in this closet to allow for maintenance access to lighting, wiring, data and alarm cabling that is currently in accessible in this plenum.

Item 2.3.4

5th Floor

- Wall between 513 and 514 will be deleted

o Ceiling grid layout and light orientation is different between rooms and request Architects input to reconfigure lighting fixture locations

Item 2.3.5

- Electrical closet 501 - reorient counter clockwise to west wall of 500 Waiting
 - o Reference ASI 1
 - Same doors that will now open to the East.
 - o The A114 ceiling plan and E 305 lighting plan do not coincide with layout.
 - o This is needed since there is a structural concrete beam above the north wall of plan 501. The electrical panels are fed in and out of top of panels and conflict with beam .
 - o Change the wall on the south elevation of 514 from hat channel fur to 3 5/8" metal stud wall to allow for electrical circuits which can not run plenum to plenum due to concrete beam .

Item 2.3 change amount – \$ zero

Schedule impact – zero additional days requested.

Item 2.4

Structural Steel redesign schedule impact

The 4/5 stair structural steel was in need of redesign once the plaster and surfaces were removed. The north/south beams were increased in girth to accommodate the needed connections to the main beams.

- This steel increase was offset
- This steel was on the schedule critical path, therefore, the succeeding 5th floor work was delayed.
- We are requesting only a portion of the time from the point at which the connection detail was recognized to when the update was actually approved for production.

Cost impact - \$ zero

Schedule impact – 55 calendar days.

Item 2.5

5th floor west DA floor mastic removal

- The existing flooring and mastic adhesive was tested, and contained asbestos beyond the safe limit for working and handling.
- The existing floor tile contained asbestos and were not adhered well. This precludes the encapsulation of the suspect tile. If they were adhered well and structural sound, we could have encapsulated, but they were loose.
- This in turn exposed the laden adhesive which needs to be removed for proper adhesion of new flooring.

Item 2.5 cost impact - \$ 7,200

Schedule impact – 7 days. This item is on critical path since it comes after the 5th floor remodel.

Item 2.6

5th floor 512 door and 510 wall

- Owner requested removal of door 512 since this was a 2nd door in to this space after the 512/513 wall was removed.
- Owner requested wall 510/512 to be subsequently moved to allow for more storage space in 512/513.
- Special order door and frame have already been delivered to site and will remain with Owner.

Item 2.6 cost - \$ zero

Schedule impact – zero days.

Item 2.7

Additional cabinets in 106 break room

- Owner requests to add upper and lower cabinets with counter top in Break 106 between the column and west toward glass door.

Item 2.7 Costs \$ 5,140

Schedule - Within time frame of other request here within.

Item 2.8

5th Electrical heater, extra outlets and stair wiring

- Eliminate wall electric heater at 510
 - There is already a radiant heater at the landing of this stair. This unit will be a redundant heater and long term unneeded maint item.
 - The heater is open box on site and will remain with county Maint.
 - Wiring is in place
- Add additional outlets and data in 516 and 500 per Owners request
- Rework in concrete conduit, wiring and lighting for 4th floor stairs
 - The existing conduit was in floor at unknown location. This existing conduit ran across the stair opening.
 - Relocate conduit runs and wiring to feed 4th stair lights and old bathroom lights.

Item 2.8 costs - \$ 1,023.00

Schedule - none

Original contract value	\$1,807,025.00
Proposed Change # 2.1 - 1 st Elec closet 112A add	\$ 1,396.00
Proposed Change # 2.2 – HVAC Curbs	\$ 9,997.00
Proposed Change # 2.3 – Witness Ceiling, 4rth ...	\$ -0-
Proposed Change # 2.4 – Structural Steel beams	\$ -0-
Proposed Change # 2.5 – 5 th West Floor abatement	\$ 7,200.00
Proposed Change # 2.6 – 5 th floor 512 door and wall	\$ -0-
Proposed Change # 2.7 – 1 st floor cabinets	\$ 5,140.00
Proposed Change # 2.8 – 5 th Elec	\$ 1,023.00
Total contract value upon acceptance of CO # 2	<u>\$1,831,781.00</u>

Schedule impact

- Original substantial completion
 - Per contract – substantial completion 365 days – March 15, 2024
 - Per Notice to Proceed – Substantial Completion Feb 14, 2024 and Substantial Completion of March 15, 2024
- Requested changes
 - For Stair Structural Steel at Stairs 55 calendar days
 - For Mastic abatement on 5th West 7 calendar days
- Proposed Substantial completion
 - Final completion April 16 2024
 - Final completion May 16, 2024
- Item affecting remaining schedule
 - Flooring on 5th West DA
 - Need to work around relocation
 - Flooring in 1st open work area
 - Storage boxes need to relocate from 1st to 5th East after completion
 - More relocation of fixtures on 1st open work area.

Ward J Davis

Ward Davis

Pres

Ward Davis Builders

Owner Representative

The Department of Aging Services & Public Transit

Annual Update

January 2024

Prepared by

Barbara Lilyhorn – Director

Departmental Background

1962 Legislation introduced in Congress, to establish an independent and permanent Commission on Aging. Statistics showed that there were more than 18 million Americans over age 65.

1965 The Older Americans Act was signed into law on July 14, 1965. This act established the Administration on Aging within the Department of Health, Education, and Welfare, and called for the creation of State Units on Aging.

1972 A new Title VI was created under the OAA authorizing funds for a national nutrition program for the elderly.

1973 The OAA Comprehensive Services Amendments established Area Agencies on Aging (AAA). The amendments added a new Title V, which created grants to local community agencies for multi-purpose senior centers. The amendments also added Title IX, which created the Community Service Employment program for low-income persons aged 55 and older. Comprehensive Employment and Training Act was enacted and included older persons. Title VII OAA legislation passed which established the congregate meals program.

1974 Title XX of the Social Security Amendments authorized grants to states for social services. These programs included protective services, homemaker services, transportation services, adult day care services, training for employment, information and referral, nutrition assistance, and health support. OAA amendments added transportation under Title III model projects.

1974 Reno County Board of Commissioners on February 27 passed the following Resolution on the Older American Act:

WHEREAS, the United States Congress has appropriated funds to the several States under the Older Americans Act: and

WHEREAS, the Kansas Legislature has passed House Bill Number 1529, which enables Kansas counties to assess mill levies to participate in matching fund grants under the Older Americans Act, to be used for social service programs for our senior citizens; and

WHEREAS the State of Kansas, through its Agency on Aging, has received monies from the Federal Government specifically to be regranting to the counties for aging programs; and

WHEREAS, the Reno County Commission has budgeted designated monies specifically to be used as matching funds for Aging Program Grants, which is indicating a willingness to participate in aging programs set up by the State of Kansas.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COMMISSION OF RENO COUNTY, KANSAS:

That this request is made by the Reno County Commission that the State of Kansas Agency on Aging grant designated funds to conduct Aging Programs in Reno County.

In July 1974, OOA matching funds were requested for programs which included the purchase of two vans to provide transportation for older citizens in Reno County.

Appropriation of funds through a special mill levy was presented for a vote of the citizens of the county on August 6, 1974. The official question “Shall the Following Be Adopted? “Shall an annual tax of 1 mill be levied in Reno County to fund a service program for the elderly?” was passed.

The Reno County Department of Aging was established operated and continues to perform work for the people through the Older American Act Title IIIB Information and Assistance, Title IIIE Information and Assistance, Title IIID Disease Prevention and Health Promotion.

The need for transportation by Reno County citizens of all ages became an emerging need which resulted in the establishment of the Reno County Public

Transportation Department by the Reno County Board of County Commissioners through Resolution 99-43 on August 24, 1999.

The responsibility to provide transportation for citizens over age 60 was transferred to the Reno County Public Transportation Department. The Elderly mill levy funding which had been utilized for transportation services in the Department of Aging is collected through the Department of Aging then allocated to the Department of Public Transportation. The allocation is based upon the percentage of total rides taken by citizens over age 60. The U.S.C. 49-5311 grant to the Reno County Department of Public Transportation requires all rides to be categorized as either Elderly over age 60, Disabled or General Public. Historically the Reno County Public Transportation Department ridership percentages are roughly 30% Elderly over age 60, 30% Disabled and 40% General Public.

Grant Facts

- Rcat is operated through an annual U.S.C 49-5311 Federal Transportation Administration grant administered by KDOT. The grant period follows the Kansas state fiscal year, July 1 – June 30. Rcat is considered a sub-recipient.
- Funding is traditionally provided for Capital Awards (vehicles) at an 80% Federal **20% county match**. Operating funds are 50% Federal, 20% State* and **30% county match** and Administrative funds 80% Federal and **20% county match**.

* State funding is set yearly and is not guaranteed.

All grant operations and functions are regulated by the Federal Transportation Administration statutory requirements. The match dollars provided by Reno County are dedicated to the provision of public transportation as defined through Code of Federal Regulations.49 (Transportation). That means Reno County cannot decide to provide transportation locally in a manner that does not meet these regulations. **Example:** Rcat is asked to provide transportation for a local tour as part of a (hypothetical) convention being held in Reno County. It appears this

would provide good service to the community and be easily arranged and inexpensive. **Outcome:** Unless the tour is already on a route and time currently on the schedule, Rcat would be prohibited. Why? Because it would be considered charter service outside Rcat's defined work and could potentially keep a private transportation company from getting the job because their costs would be significantly more than Rcat's due to the grant funds supporting the cost of operation.

County Match Funds and State FY 2024 Grant Award

Each year the cost of the transportation grant match is divided between the Elderly Mill Levy and the General Fund based upon the proportion of recorded passengers over age 60 and those passengers recorded as under age 60 for the previous grant year. In County budget FY 2024 – the passenger count was based on the state FY 2022 ridership total of 57,480 of those 34% were passengers over age 60 and 66% were Disabled and General Public under age 60. The percentages fluctuate slightly each year.

In the FY 2024 County budget, \$253,795 in match dollars come from Elderly Mill Levy funds and \$492,655 come from the General Fund. These dollars have been pledged as match for the FY 2025 grant.

The grant award for the current grant year is: \$498,975.91 (Federal operating), \$199,590.36 (State operating) \$100,200.00 (Federal Admin), and a Federal Capital award of 80% of the cost of 1 Cutaway bus.

- The Federal award = \$ 599,175.91
- The State award = \$199,590.36
- **Total Operational award = \$798,766.27 (New money)**

- Capital Award 130,00.00 (based on 2025 grant worksheet estimate – actual amt undetermined due to increased cost of vehicles)
- Total Composite Award \$928,766.27

Reno County Match

- \$253,795.00 Elderly Mill
- \$492,655.00 General Fund
- **\$746,450.00 Total**

Net gain to Reno County is \$182,316

It is important to note that the grant award brings “new money” to the community and contributes to the overall economy of Reno County. Rcat staff positions are grant funded and include:

- 3 split time (50%) Administrative positions: Director, Assistant Director, and Administrative Financial Assistant.
- 15 full time Bus Drivers
- 1 Transportation Coordinator
- 1 Safety Maintenance Coordinator/Driver
- 1 Operations Assistant/Driver
- 2 Dispatchers

Capital And Service Provision Inventory

The Reno County Public Transportation Department, operating as Reno County Area Transit (Rcat) provides general public transportation through Fixed Route and Paratransit service limited to the cities of Hutchinson and South Hutchinson. Specialized Transportation service provides transportation to any address with a

passable drive in Reno County and regional connecting service to Wichita one day a week.

Vehicle Fleet: Fifteen E450 Ford Cutaways buses, two Mini-Vans and two full-sized Ford Transits. The fleet ranges from 2013 to 2023 model years. Commercial Driver's Licenses are not required to operate the vehicles due to the vehicle weight and 14-passenger capacity. All the cutaways are configured to accommodate oversized electric mobility devices/chairs and have both stationary and folding seats which enable passengers and drivers to maneuver mobility devices/chairs easily and safely into the security positions. Nine buses are dedicated to Fixed route – five are in service daily with 4 spares. Seven buses are dedicated to Paratransit and Demand Response service - usually four/five are in service daily with two spares, the mini vans and Ford Transits are used primarily for Rural Demand Response service but also provided limited service on Paratransit.

Fixed Route: (8) passenger busses are designated to operate four Fixed Routes within the cities of Hutchinson and South Hutchinson. Buses are online M-F from 8 a.m. –5 p.m. and Saturdays from 9 a.m. –2 p.m. running hourly. Outbound and inbound routes are each 30 minutes long. Four buses leave the Transfer Station on the hour and meet at the Walmart transfer point on the half hour. There is a 2-3-minute layover to accommodate transfers. Passengers who wish to transfer to a different route may do so at the transfer point with no additional charge. Currently operating under “Wave and Ride” Rcat has shelters near the Hutchinson Clinic, The Village Inn, Genesis, Commerce Gardens, Reno County Correctional Facility, Elmdale Senior Center, and the Hutchinson Public Library.

Rcat received a twenty-six foot, 2016 Ford E450 low floor bus from KDOT to operate as a pilot for the functionality of the length and usefulness of the lower

floor. Rcat is operating the bus as a point-to-point fixed route that travels from most congregate living facilities to most grocery stores and pharmacies.



Paratransit: (6) buses operate within a 6-mile radius of 17th and Main. This encompasses the city proper for both Hutchinson and South Hutchinson and outlying neighborhoods. Busses are available for door-to-door service for those ADA eligible M-F from 8 a.m. –5 p.m. and Saturdays from 9 a.m. – 2 p.m.

Demand Response: 2 mini vans, 2 Ford Transits are primarily used for rural trips, 7 cutaways used for Paratransit are dual purposed for Demand Response trips in the cities of Hutchinson and South Hutchinson.

Regionalized Service: ADA equipped Ford Transit provides service to Wichita via connection with Sedgwick County Department of Aging and Wichita Transit. Service is on Tuesdays from any address with a passable drive in Reno County to Mount Hope for a 10 a.m. connection to the Sedgwick County Department of Aging vehicle. The SCDA vehicle drops off at the Wichita Transit Bus Shelter at Central and Maize at 10:47. Pick up from the Central and Maize Bus Shelter for the return trip is at approximately 4:30 p.m. Reat vehicle meets the SCDA vehicle at 5:00 p.m. for the return trip into Reno County. Each transit charges a small fare that results in a total round trip cost of around \$25 per person, which is a barrier for many individuals.

Specialized Transportation Service: (County Demand Response)

Minivans and Ford Transits provide service to able citizens as well as those with a disability who live outside the defined Fixed Route and Paratransit service area. Hours are M-F from 8 a.m. – 5 p.m.

This service has designated stops in the following town locations and will pick up at any rural address with a passable drive.

- Abbyville – Post Office
- Arlington – Carolyn’s Essenhaus
- Buhler – Mennonite Brethren Church & Buhler Sunshine Meadows
- Castleton – Collingwood Grain Co-op
- Haven – Former Haven IGA Parking Lot
- Langdon – Front & Main Street
- Nickerson – Berridges’s IGA

- Partridge – Public Library
- Pleasantview – Dutch Kitchen
- Plevna – Community Center
- Pretty Prairie – Prairie Sunshine Home & Strohl’s Station
- Sylvia – AM Pride & Public Library
- Turon – Burns & Price/& Community Center
- Yoder- Carriage Crossing

The four hourly fixed routes encompass the business and service corridors of Hutchinson and South Hutchinson and link at two (2) points. The routes pass beside or very near all major grocery stores, many convenience stores, housing complexes, retirement homes, medical facilities, shopping centers, banks and financial institutions as well as pay-day loan facilities, the Hutchinson Mall, discount centers, home improvement centers, shopping and personal service centers, disability training centers, education and recreation centers and sports and playing fields, social service agencies, schools and education centers, parks, industrial and business parks, senior centers, correctional facilities, restaurants, event venues and community event sites. Specific destinations include: The Hutchinson Regional Medical Center, The Hutchinson Clinic, Horizons Mental Health Center, Prairiestar Medical Center, Dialysis Center, Veteran’s Administration Clinic, Dental Centers, Training and Evaluation Center of Hutchinson (TECH) Workforce Development Center, Department of Children & Families, County Courthouse, Courthouse Annex, Health Department and Jail. Walgreens, Walmart, Kohl’s, Aldi’s, Dillon’s stores, The Boys & Girls Club, Hutchinson and South Hutchinson City Halls, U.S.D. 308 Hutchinson schools and

facilities, U.S.D. 309 Nickerson grade school, Hutchinson Community College, Hutchinson Correctional Facility, Airport, industrial areas i.e., Palco, TSW, Arconic, Superior Boiler Works, Dillon's/Kroger corporate offices and warehouses etc.

Complimentary paratransit service takes passengers to the door of the requested destination within the two cities. In grant year 2023, this included 14,553 rides. Specialized Transportation service is provided to any rural address in Reno County that is beyond the Fixed Route and Complimentary paratransit service. Trips are made for work, medical, shopping, and personal business at the same locations listed under fixed route service.



For ADA compliance, each cutaway bus and Transit van is equipped with a hydraulic lift which has a 1,000-pound capacity. Both minivans are equipped with floor ramps.



For many people Rcat buses cover the core portion of their journey from origin to destination. However, people sometimes need to complete the first and last portion by other means. All Rcat Fixed Route buses are equipped with bike racks that hold two bicycles to assist passengers with the “first mile/last mile” portion of their trip.

Ridership Demographics and Stats

In grant FY 2023, Rcat provided rides on all three services. While ride destinations on fixed route (50,013) are not recorded, among those on Paratransit/ Rural on Demand (14,553 rides) 44% (6426) were for general purposes, 24% (3,462) were for employment, 30% (4,383) were for medical purposes, 2% (282) were for educational services. Each vehicle is equipped with a tablet which the drivers use to enter passenger counts. All statistics are recorded through dispatching software. Monthly demographic and ridership data is submitted to KDOT.

FY 2023 July 1, 2022 - June 30, 2023											
	Seniors	Disabled	Gen Public	Total	Para Lifts	Route Lifts					
July	1,435	1,461	1,724	4,620	195	97					
August	1,553	1,694	2,210	5,457	179	166					
September	1,338	1,770	2,133	5,241	161	158					
October	1,322	1,863	2,121	5,306	150	183					
November	1,214	1,695	1,687	4,596	166	189					
December	1,212	1,721	1,895	4,828	110	197					
January	1,162	1,931	2,051	5,144	111	184					
February	1,155	2,084	2,238	5,477	133	226					
March	1,610	2,446	2,361	6,417	113	274					
April	1,370	1,774	2,175	5,319	112	248					
May	1,792	2,033	2,412	6,237	114	400					
June	1,651	1,885	2,388	5,924	146	325					
Total	16,814	22,357	25,395	64,566	1,690	2,647					
% of Total Rides	26	35	39								
Paratransit & On Demand						Fixed Route					
	Seniors	Disabled	Gen Public	Total	Lifts	Seniors	Disabled	Gen Public	Total	Lifts	
July	511	404	118	1,033	195	924	1,057	1,606	3,587	97	
August	623	552	132	1,307	179	930	1,142	2,078	4,150	166	
September	568	526	137	1,231	161	770	1,244	1,996	4,010	158	
October	583	535	131	1,249	150	739	1,328	1,990	4,057	183	
November	596	450	179	1,225	166	618	1,245	1,508	3,371	189	
December	505	453	151	1,109	110	707	1,268	1,744	3,719	197	
January	498	473	137	1,108	111	664	1,458	1,914	4,036	184	
February	509	509	177	1,195	133	646	1,575	2,061	4,282	226	
March	590	580	197	1,367	113	1,020	1,866	2,164	5,050	274	
April	539	469	216	1,224	112	831	1,305	1,959	4,095	248	
May	566	524	197	1,287	114	1,226	1,509	2,215	4,950	400	
June	499	502	217	1,218	146	1,152	1,383	2,171	4,706	325	
Total	6,587	5,977	1,989	14,553	1,690	10,227	16,380	23,406	50,013	2,647	
% of Category	45	41	14			20	33	47			
% of Total Rides				23					77		



For safety, all Rcat graphics are made from highway grade reflective film and tape. Red and white conspicuity tape is applied nose to tail along with safety yellow florescent chevrons on the back.

Fares

Fixed Route

50¢ - Disabled, Students, Seniors, and Youth ages 6-18

\$1.00 - General public

Complimentary Paratransit

\$2.00 - All passengers

Rural on Demand including Regional Route

\$2.00 - Disabled, Seniors and Youth ages 6-18 - Pick-up at Town Bus Stop

\$4.00 - Disabled, Seniors and Youth ages 6-18 - Pick-up at Town or Rural Address

\$4.00 - General public – Pick-up at Town Bus Stop

\$8.00 - General public – Pick-up at Town or Rural Address

Staff Training

All Rcat staff participate in mandatory online Drug and Alcohol training taught by Compliance One every two years. Sixteen drivers and administrative staff participated in training during FY 2023.

Rcat drivers and agency staff are required to attend periodic Rural Transportation Assistance Training. Sessions are typically 4-8 hours in length on the following topics: vehicle inspections, driving procedures, lift & security procedures, and passenger assistance.

Our new hire training process is a layered approach. The transportation coordinator or the assistant director will spend approximately 4-8 hours going through our Policy & Procedures Manual.

Then the new hire takes the online START class through the National Transportation Assistance Program and depending on the individual this can take anywhere from 8 – 12 hours for completion.

The next step is to participate in three training sessions, approximately 2 hours long, conducted by the safety maintenance coordinator.

The first session covers vehicles, equipment and service. The objective is for the new hire to become familiar with the vehicle, driver controls, seating, lift and securement equipment, emergency equipment, vehicle interlock system, two-way radio and tablet operation.

The second session covers vehicle inspections, maintenance & care. The objective is for the new hire to be able to perform pre-trip, post-trip and enroute inspections according to Rcat protocol and to become familiar with maintenance. vehicle washing and cleaning procedures. The new hire also learns the documentation process for inspections, maintenance, and care of vehicles.

The third session covers loading and unloading passengers, lift operation and securement. The objective is for the new hire to learn how to position the vehicle for optimum lift operation, successfully operate the lift to load and unload passengers, perform manual operation of the lift in an emergency, perform securement of a mobility device and occupant restraint devices according to Rcat protocol. The new hire also learns how to distinguish between manual, power chair and scooter mobility devices. This session also covers fueling procedures as well as using two-way radio and tablet communication devices.

The next step of training is for the new hire to be assigned to ride the routes with veteran drivers, to observe and learn. After riding along, the new hire is placed in the driver's seat while the veteran driver rides with them to mentor and coach as needed.

Rcat Community Partnerships

Each year the Rcat Director sends a letter to the mayor of each town (15) in Reno County explaining Rcat's transportation services. This includes the work performed throughout the county during the past year and inviting comments and inquiries. The letter also asks for input in identifying transportation gaps.

In 2013 the Reno County Community Health Improvement Plan (CHIP) identified a lack of access to health care as a barrier for positive health outcomes for some citizens. As a result, the CHIP leaders approached the Reno County Board of

Commissioners and asked that a free Rcat ride voucher be developed. The Reno County Board of County Commissioners and KDOT approved a free voucher program for medical trips. Designated agencies distribute vouchers to clients they deem eligible and Rcat accepts the vouchers on Fixed Route, Paratransit and Demand Response county wide. During the FY 2023 Rcat provided 2852 rides with a conservative estimated value of \$5,704.00 for paratransit and rural on-demand service through the voucher program.

The Department of Community Corrections utilizes Rcat to provide rides to parole visits through tickets purchased interdepartmentally.

Rcat provided free rides for a Holiday Light Tour held in conjunction with Third Thursday and the KWBW live nativity presentations. Two Para buses provided tours for 60 people.

The Reno County Commissioners created a Public Transportation Commission when Rcat began in 2000. This board meets quarterly and consists of members of the public and agencies serving the community. All meetings are open to the public and information is posted on the county website.

The Rcat director works with the Director of Security at the Hutchinson Regional Medical Center to plan service to the hospital when necessary. Rcat works to accommodate emerging health and safety issues and supports the hospital's security protocols.

Partnering With KDOT

For the past 10 years, the Rcat Director served as chair for Coordinated Transit Districts #2 (CTD). Lilyhorn is also the CTD representative on the statewide Rural Transportation Assistance Program (RTAP) and the Kansas Public Transportation Association.

Emerging Concerns

Rcat was awarded cutaway buses in grant fiscal years 2021, 2022 and 2023 which were delayed due to the COVID 19 impact on the automobile industry. Those buses were ordered in May of 2023 and will be manufactured in the order in which they were awarded. Consequently, Rcat has 6 new cutaways ordered.

The cost of the buses will be significantly higher in the future and although the match will remain at 20% - the cost to Reno County will be greater. With 6 new buses matriculating into the fleet, Reno County will be able to adjust the budget over time. The repercussion to Reno County receiving multiple years of bus awards at nearly the same time will be the need to carefully manage their use.

Current guidelines from KDOT require a vehicle to have 100,000 miles before it will be considered for replacement. Rcat had been on a schedule of replacement of 3 vehicles per year – this helped maintain consistent level budgeting. This current backlog will cause the need for a period of proactive consistent CIP budgeting for future replacement vehicles, to avoid sharp peaks and low valleys in the budget in the coming years.

Cost will be a factor in the number of vehicles KDOT has to award each year. In the future, Rcat may have to operate buses longer.

Department of Aging

The Department is home to centralized resource information for services available to people over age 60 in Reno County. We provide information and referral as needed for individuals and/or groups with various types of information concerning social service agencies, legal issues, health care, etc. as well as linking people with appropriate agencies or services. Follow up assistance is provided to help people successfully navigate the various systems. Most services fall under the Older Americans Act Title programs: IIIB, IIIE and IIID which were described earlier in this report; however, we field any call or concern brought to the department. In FY 2023 there were 188 unduplicated (new people who had not previously received assistance through the Department of Aging) contacts made for Title IIIE.

The Department of Aging consists of 3 employees who hold half -time appointments: Director, Assistant Director, and Administrative Financial Assistant and 1 Social and Human Service Assistant, and a Care and Service Concierge who hold full-time appointments.

Funding Sources:

The primary source of funding is the Reno County Elderly Mill Levy Tax funding (2024 rate is 0 .435) followed by Older Americans Act subcontract funding through the South-Central Kansas Area Agency on Aging. In FY 2024 those amounts will be \$714,035.00 and \$56,070.00, respectively.

FY 2023 Allocations to Partnering Organizations

\$427,295.00 is budgeted to be allocated to Reno County Senior Centers, The Reno County Health Department, Reno County Volunteer Center, Meals on Wheels of Hutchinson, Interfaith Housing and Community Services and Reat. These agencies receive funding administered by the Department of Aging to provide services that were originally performed by the Department of Aging. The needs quickly outgrew

the capacity of the Department of Aging and emerging County community-based organizations providing services for seniors were made partners.

**Reno County Department of Aging
Priorities for Elderly Mill Levy Funding Request – 2024**

- Nutrition services
- Social Interaction
- Personal and Simple Health Care
- Immediate Needs
- Housing

Priorities developed with consideration to the following:

1. The hierarchy of need; the number and diversity of citizens served without regard to income.
2. The hierarchy of the need; the number and diversity of citizens served regarding income.
3. The amount of money spent per individual to meet the identified need.

Senior Center Participation FY 2023

<u>Attendance - 2023</u>	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total Attendance
Abbyville	24	26	25	39	22	29	29	29	33	32	15	15	318
Buhler	350	500	335	225	320	300	330	315	545	1,088	495		4,803
Elmdale	3,156	3,220	3,930	2,935	3,140	3,140	2,839	3,132	2,801	2,841	2,422		33,556
Haven	330	262	294	247	305	337	304	333	294	285	241	267	3,499
Nickerson	92	75	98	75	92	75	88	68	69	78	68		878
Ninnescah-Arlington	-	16	6	13	7	16	4	84	4	43	12		205
Pretty Prairie	247	273	297	296	688	334	255	302	272	262	388		3,614
Sylvia	111	98	130	98	223	101	101	310	160	136	269		1,737
Turon	222	199	174	202	313	192	158	342	173		149		2,124

Grocery Delivery

In 2018, the Reno County Council on Aging identified a lack of access to food in rural parts of the county as a concern to address. The Reno County Volunteer Center’s Friends in Action Shopping Team (F.A.S.T.) was/is providing a grocery shopping and delivery service but transporting groceries outside of the cities of Hutchinson/South Hutchinson creates a barrier to volunteers who use their own vehicles. A retired Rcat van was until it was sold in the summer of 2023, it was

replaced by another county vehicle. There are two delivery routes. One covers the western and southern parts of the county and the other the southeastern area. The routes are formed based upon where the clients live. Groceries are delivered twice monthly. The Reno County Grocery Delivery program was launched through partnership with RSVP and the expansion of their F.A.S.T. program in May of 2019. RSVP takes the clients' orders and handles the shopping. The delivery drivers are RSVP volunteers for the program.

Grocery Delivery Service

2023 – Cost of program \$779.93

Volunteers

Volunteer Van Drivers/Grocery Delivery People: 6

Volunteer Shoppers and Substitute Shoppers: 12

Total Volunteers: 18

Volunteer Hours

Van Drivers/Grocery Deliverer Hours: 157

Shopper Hours: 109

Total Volunteer Hours: 266

- **Total Number of Seniors Participating: 16**
- **Total Number of days Groceries Were Delivered: 44**
- **Total Number of Individual Deliveries: 132**

Senior Farmer's Market Nutrition Program

The Kansas Senior Farmers Market Nutrition Program (KSFMNP) is funded by the United States Department of Agriculture Food and Nutrition Service. The program provides a once annual benefit to low-income seniors to purchase fresh fruits and vegetables, herbs, and honey from certified farmers at Farmers Markets in Kansas. This is a highly popular program in Reno County and is available for people over age 60 who have household incomes of not more than 185% (\$26,973) per individual of the federal poverty income guidelines. Again, this year each person

received \$50 in the form of ten \$5 checks. The Department has assisted with the program for 13 years.

In June, the Department began the application and distribution. It was offered again as a phone and mail process. In Kansas, this program is offered through the Kansas Department of Aging and the Kansas Department of Health and Environment and coordinated by the South-Central Kansas Area Agency on Aging – they enlist our help each year for the distribution process. The program was publicized in the regular media outlets and extensively through 1 minute radio spots.

To help create an equal opportunity for all residents of Reno County the application process is managed through phone calls. People called the office and were routed to a staff member who completed the application. The application was mailed back to the person for their signature and a self-addressed stamped envelope was included. After receiving the signed application – the voucher booklet was mailed to the client. Reno county received 275 booklets and distributed all of them by the end of June. A wait list was developed, and the numbers reported to the South-Central Kansas Area Agency on Aging. As a result, Reno County received and distributed an additional 29 booklets. When the vouchers were spent at local Farmer's Markets this summer, this program brought \$15,200 new dollars into the local economy.

Medicare Part D Open Enrollment October 15 – December 7

Medicare Part D Open Enrollment period October 15 – December 7, 2023, was conducted again this year through in-person counseling appointments. Trained volunteers from the Volunteer Center began work on Monday October 16 and assisted clients by entering their prescription drug information into the Medicare.gov site. The website sorts through the myriad of plan options and produces a list of best plans options. The volunteer counselors then educate clients by providing information regarding how to evaluate plan options. If the client decides to change plans, the volunteer completes the client's enrollment on the computer. Six trained volunteers provided 313.50 hours of counseling to participants.

Medicare Part D Open Enrollment	
Volunteers Assisted	492
Staff Assisted	276
Total Reno County Residents Served	768



AGENDA ITEM

AGENDA ITEM #8.A

AGENDA DATE: January 31, 2024

PRESENTED BY: Randy Partington, County Administrator

AGENDA TOPIC:
Monthly Department Reports

SUMMARY & BACKGROUND OF TOPIC:

Every month, departments have been asked to provide an update on the previous month's major activities. The reports are intended to keep the county commission informed about the appointed and elected departments. Attached are reports for Human Resources, Information Technology, Maintenance, Public Works, Solid Waste, Treasurer, and Youth Services.



RENO COUNTY
206 West First Ave.
Hutchinson, Kansas 67501-5245
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Board of Commissioners - Department Update
Human Resources – December 2023
Helen Foster – Human Resources Director

Employment Activity for December

During the month of December, we had 5 (five) new hires and 9 (nine) separations from employment as of December 27th. This month we received a total of 87 applications through December 27th. We went from 16 active job postings to 15 active job postings by the end of the month of December.

Evaluations

The evaluation cycle is beginning. The system is set up and ready to push evaluation notices out on January 1st this year. With the revision of the evaluation form to bring uniformity to all positions and departments, the process of setting up evaluation forms and workflows was much easier. I will be collecting the data from the evaluations to run an analysis in order to implement a Pay for Performance model that works for Reno County.

Service Awards Ceremony

The Service Awards Ceremony was successful. We had a great turnout of employees by those being honored and those supporting our recipients. This was our third year to use our vendor for the engraved awards. He has done a great job and gets the engraving correct. We will continue to utilize his services.

Budget

As of December 27th, Human Resources has used 92% of their current department budget. There will be some adjustments made to the 2025 budget for pre-employment screenings. I do anticipate that we could see a fee increase from a couple of our vendors for pre-employment screenings.

Year End 1095's

At year end, Human Resources will be preparing for the 1095 reporting as mandated by the ACA and IRS. The 1095 forms will be due to employees on March 1, 2024. The deadline for providing this to the employee has always been later in the year, but we do try to have those available to the employees by January 31st so that they have all the tax forms needed to file by that time. Typically, this is about 600 forms that have to be completed and provided to all current and past employees for the calendar year of 2023.

Goals for 2024

- Completion of a review of all the policies and revising outdated policies to reflect more modern processes and procedures.
- Designing a comprehensive Supervisor/Director/Manager training to cover information that is beneficial for new managers. This training will be done in-person and will cover everything from HR Do's and Don'ts to management of the software for HR functions. Our hope is that all managers will have a better understanding of the systems that HR utilizes so that they are able to be a better manager.
- Modernization of processes that are utilized in the Human Resources office.
- Prepare for move to Office 365.

Dec 29, 2023

Monthly Report Information Services

Michael Mathews

Staffing changes or issues

We have no staffing changes currently.

Budget YTD summary

We have paid most of our software support contract at this time of the year. Our expenditure will be greatly reduced from this point on. We are at 96% of our budget. We are working very hard at reducing spending as much as possible.

Projects/Issues/Challenges/Concerns

We are still helping with the Tyler Eagle recording software installation. IT is slated to go live in 2024.

GovBuilt for EH continues to be a priority we are currently working on all EH forms. WE are hoping to be completed by soon.

Cyber Security

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December, 2023 Monthly Report

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Solid Waste Monthly Update December 2023
Prepared by Megan Davidson, Director

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December 29, 2023

MONTHLY REPORT

STAFFING CHANGES OR ISSUES:

With the retirement of our longtime Treasurer, Brenda Kowitz, December has been an eventful month. We also lost another Tag Clerk who opted for a higher paying position elsewhere. December is already the busiest time of year in our office with the first half real estate and personal property tax payments coming due by December 20. On-time payments continue to come in great quantities even after the deadline as the payments work their way through the postal system.

BUDGET YTD SUMMARY:

We are running around 99% of our budget in the largest expenses we have (payroll). Overall expenses are at approximately 96%. We do have some areas that have not reached the time frame in which items will be charged against their fund. Some of the larger expenses to come will be the fee from Master's Touch for our tax statements, mailing our receipts and lock box services (\$10,000.00) up from \$9,800.00. Overtime will be overbudget as many extra hours were needed to post all tax payments by the statutory year end deadline.

PROJECTS/ISSUES/CHALLENGES/CONCERNS:

Our department's major project for the month of December is to get the taxes collected. We have worked faithfully toward that goal as of 12/29/2023, our taxes are at 58.69% collected (as compared to 57.94% for the same day last year). Payments continue to come in. The second half taxes will not come due until May 10, 2024.

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Youth Services Monthly Report

December 2023

Staffing changes or issues (if any)

Shelly Bredemeier retired this month as the Director of Youth Services. We will miss her and certainly enjoyed all the time we had to work with her and learn from her many years of experience. Joe Hammeke is the new Director of Youth Services.

We're currently seeking to fill the stand-by Youth Care Specialist/Juvenile Detention Officers, a 40-hour Youth Care Specialist (male only) and a part time Youth Care Specialist. All positions, except standby and on-call positions, offer insurance benefits and KPERS. Those interested in the open positions can apply online at Renogov.org.

The employee of the month for December is Willette Miller. Willette works in the detention center and has been an incredible asset to Reno County Youth Services. She can always be counted on to bring a smile to work and treats everyone with respect. Willette is a great role model for our youth, as well as staff members. She is very dependable and truly enjoys her job, which shows in her daily performance.

Budget YTD Summary

As of 12/28/2023, we have spent 68% of our Shelter budget (Dept.90). The total shelter budget is \$933,553. We have spent 95% of our detention budget (Dept.91). The total detention budget is \$1,109,483.

Projects/Issues/Challenges/Concerns

No projects or concerns for this month.

December can be especially challenging for our youth with Christmas time meaning many of them will not be with family for the holiday. Our staff did an amazing job as always, making a tough situation a little easier for the youth. The youth received many presents with money donated by staff, churches, as well as the Reno County Sheriff's department and Hutchinson Police department. Each child also received a very nice duffle bag so they can keep all their items with them should they ever move to another placement. The cooks prepared a wonderful meal for everyone to share on Christmas day. We are very fortunate to have so many caring staff members.



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Board of Commissioners - Department Update
Human Resources – December 2023
Helen Foster – Human Resources Director

Employment Activity for December

During the month of December, we had 5 (five) new hires and 9 (nine) separations from employment as of December 27th. This month we received a total of 87 applications through December 27th. We went from 16 active job postings to 15 active job postings by the end of the month of December.

Evaluations

The evaluation cycle is beginning. The system is set up and ready to push evaluation notices out on January 1st this year. With the revision of the evaluation form to bring uniformity to all positions and departments, the process of setting up evaluation forms and workflows was much easier. I will be collecting the data from the evaluations to run an analysis in order to implement a Pay for Performance model that works for Reno County.

Service Awards Ceremony

The Service Awards Ceremony was successful. We had a great turnout of employees by those being honored and those supporting our recipients. This was our third year to use our vendor for the engraved awards. He has done a great job and gets the engraving correct. We will continue to utilize his services.

Budget

As of December 27th, Human Resources has used 92% of their current department budget. There will be some adjustments made to the 2025 budget for pre-employment screenings. I do anticipate that we could see a fee increase from a couple of our vendors for pre-employment screenings.

Year End 1095's

At year end, Human Resources will be preparing for the 1095 reporting as mandated by the ACA and IRS. The 1095 forms will be due to employees on March 1, 2024. The deadline for providing this to the employee has always been later in the year, but we do try to have those available to the employees by January 31st so that they have all the tax forms needed to file by that time. Typically, this is about 600 forms that have to be completed and provided to all current and past employees for the calendar year of 2023.

Goals for 2024

- Completion of a review of all the policies and revising outdated policies to reflect more modern processes and procedures.
- Designing a comprehensive Supervisor/Director/Manager training to cover information that is beneficial for new managers. This training will be done in-person and will cover everything from HR Do's and Don'ts to management of the software for HR functions. Our hope is that all managers will have a better understanding of the systems that HR utilizes so that they are able to be a better manager.
- Modernization of processes that are utilized in the Human Resources office.
- Prepare for move to Office 365.

Dec 29, 2023

Monthly Report Information Services

Michael Mathews

Staffing changes or issues

We have no staffing changes currently.

Budget YTD summary

We have paid most of our software support contract at this time of the year. Our expenditure will be greatly reduced from this point on. We are at 96% of our budget. We are working very hard at reducing spending as much as possible.

Projects/Issues/Challenges/Concerns

We are still helping with the Tyler Eagle recording software installation. IT is slated to go live in 2024.

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