



HAYWOOD COUNTY BOARD OF COMMISSIONERS

AGENDA REQUEST

***Must be presented to the County Manager's Office
NO LATER THAN 5 P.M. FRIDAY THE WEEK BEFORE THE MEETING***

DATE OF REQUEST: November 1, 2011

FROM: Dale Burris, Director of Facilities and Maintenance

MEETING DATE REQUESTED: November 7, 2011

*Regular meetings: First (1st) Monday of the month at 9:00 am
Third (3rd) Monday of the month at 5:30 pm*

SUBJECT: DSS\Health\Building and Environmental Services Furniture Moving Notice of Award, Contract Approval and Notice to Proceed

REQUEST: Award Furniture Bid Project, approve AIA Document A151-2007 Contract and approve Notice to Proceed for Professional Business Interiors of Asheville based on negotiated contract amount.

BACKGROUND: Haywood County Board of County Commissioners approved to enter into negotiations with Professional Business Interiors of Asheville at the regularly scheduled meeting on September 19, 2011. Haywood County staff, Padgett & Freeman Architects and Professional Business Interiors walked through all the facilities to find areas of cost savings for the furniture and file relocation. Professional Business Interiors sent the negotiated cost breakdown to Haywood County for the revised contract amount. Professional Business Interiors also included a donation of moving the Meals on Wheels Kitchen items at no charge to Haywood County. This was not in the original bid documents due to the plan was to have the Facilities and Maintenance Staff relocate these items.

IMPLEMENTATION PLAN: Approve {Notice of Award}, {Furniture Relocation Contract} and {Notice to Proceed} within the budget perimeters.

FINANCIAL IMPACT STATEMENT: Approve funding from the Adaptive Renovation Project Furniture portion in the amount of \$32,376.00

SUPPORTING ATTACHMENTS: YES NO HOW MANY? 20

LIST: Notice of Award (1 page), AIA Document A151-2007 (6 pages), Bid Tabulation (Attachment "A") including original Form of Proposal (6 pages), Negotiations (Attachment "B") dated October 26, 2011 (1 page), Certificate of Liability Insurance (Attachment "C") (1 page), Performance Bond (2 pages), Payment Bond (2 pages) and Notice of Proceed (1)

If yes, one ORIGINAL ATTACHMENT, and 14 copies, copied front and back side of pages, stapled and three-hole punched must accompany the agenda request

PowerPoint Presentation: YES _____ NO X _____

PERSON MAKING PRESENTATION AT MEETING: Dale Burris
TITLE: Director of Facilities and Maintenance
PHONE NUMBER: 452-6651
E-MAIL: dburris@haywoodnc.net

THIS SECTION FOR OFFICE USE ONLY

Received (Date/Time): _____

County Manager / Clerk to the Board Comments: _____

In an effort to save paper, attachments should be copied on both front and back sides.

NOTICE OF AWARD

TO: **Professional Business Interiors, Inc.**
123 Sweeten Creek Road, Suite A
Asheville, NC 28803
Phone: (828) 277-7001

PROJECT Description: **Moving Services Contract for Haywood County Department of Social Services and Department of Health Services located at 157 Paragon Parkway, Waynesville, NC 28786.**

The OWNER has considered the BID submitted by you for the above described WORK in response to its re-Advertisement for Bids dated **August 29, 2011**, and Information for Bidders.

You are hereby notified that your negotiated BID has been accepted for items in the amount of

\$32,376.00.

You are required by the Information for Bidders to execute the Agreement and furnish the required CONTRACTOR'S Performance BOND, Payment BOND and certificates of insurance within ten (10) calendar days from the date of this Notice to you.

If you fail to execute said Agreement and to furnish said BONDS within ten (10) days from the date of this Notice, said OWNER will be entitled to consider all your rights arising out of the OWNER's acceptance of your BID as abandoned and as a forfeiture of your BID BOND. The OWNER will be entitled to such other rights as may be granted by law.

You are required to return an acknowledged copy of this NOTICE OF AWARD to the OWNER.

Dated this **Seventh (7th)** day of **November, 2011**.

Haywood County

Owner

By: _____

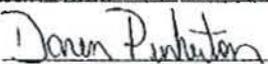
Mark Swanger

Title: **Chairman of the Haywood County Board of Commissioners**

ACCEPTANCE OF NOTICE

Receipt of the above NOTICE OF AWARD is hereby acknowledged

by **Professional Business Interiors, Inc.**, this the **Seventh (7th)** day day of **November, 2011**.

By: 
Daren Pinkerton

Title: **Vice-President of Sales**

 **AIA**® Document A151™ – 2007

**Standard Form of Agreement between Owner and Vendor for Furniture,
Furnishings and Equipment where the Basis of Payment is a Stipulated Sum**

AGREEMENT made as of the Seventh (7th) day of November in the year 2011
(In words, indicate day, month and year.)

BETWEEN the Owner:
(Name, legal status, address and other information)

Haywood County Government
215 N. Main Street
Waynesville, NC 28786

and the Vendor:
(Name, legal status, address and other information)

Professional Business Interiors, Inc.
123 Sweeten Creek Road, Suite A
Asheville, NC 28803
828-277-7001

for the following Project:
(Name, location and detailed description)

Moving Services Contract for:
Haywood County Department of Social Services and
Department of Health Services
157 Paragon Parkway
Waynesville, NC 28786

The Architect:
(Name, legal status, address and other information)

Padgett & Freeman Architects, PA
30 Choctaw Street
Asheville, NC 28801
828-254-1963

The Owner and Vendor agree as follows.

ADDITIONS AND DELETIONS:

The author of this document has added information needed for its completion. The author may also have revised the text of the original AIA standard form. An *Additions and Deletions Report* that notes added information as well as revisions to the standard form text is available from the author and should be reviewed. A vertical line in the left margin of this document indicates where the author has added necessary information and where the author has added to or deleted from the original AIA text.

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

AIA Document A251-2007, General Conditions of the Contract for Furniture, Furnishings and Equipment, is adopted in this document by reference. Do not use with other general conditions unless this document is modified.

Int.

TABLE OF ARTICLES

- 1 THE CONTRACT DOCUMENTS
- 2 DATE OF COMMENCEMENT AND COMPLETION
- 3 CONTRACT SUM
- 4 PAYMENTS
- 5 ENUMERATION OF CONTRACT DOCUMENTS
- 6 MISCELLANEOUS PROVISIONS

ARTICLE 1 THE CONTRACT DOCUMENTS

§ 1.1 The Vendor shall fully execute the Work described in the Contract Documents.

§ 1.2 The Contract Documents consist of this Agreement, conditions of the Contract (General, Supplementary and other Conditions), Drawings, Specifications, Addenda issued prior to execution of this Agreement, other documents listed in this Agreement and Modifications issued after execution of this Agreement; these form the Contract and are as fully a part of the Contract as if attached to this Agreement or repeated herein. The Contract represents the entire and integrated agreement between the parties hereto and supersedes prior and subsequent negotiations, representations or agreements, either written or oral, unless the procedure for a change in terms is followed as described in Section 1.3. An enumeration of the Contract Documents, other than Modifications, appears in Article 5.

§ 1.3 A change in terms to this Agreement shall become valid only by means of a Modification signed by both the Owner and Vendor.

ARTICLE 2 DATE OF COMMENCEMENT AND COMPLETION

§ 2.1 The date of commencement of the Work shall be the date of this Agreement, unless a different date is stated below or provision is made for the date to be fixed in a notice to proceed issued by the Owner.

(Insert the date of commencement if it differs from the date of this Agreement or, if applicable, state that the date will be fixed in a notice to proceed.)

The Date of Commencement will be issued in a Notice To Proceed by the Owner through the Architect.

§ 2.2 The Vendor shall complete the Work not later than the following date: **January 31, 2012.**

(Insert a calendar date. Unless stated elsewhere in the Contract Documents, insert any requirements for earlier completion of certain portions of the Work.)

(Table deleted)

ARTICLE 3 CONTRACT SUM

The Owner shall pay the Vendor the Contract Sum in current funds, including all applicable taxes, for the Vendor's performance of the Contract. The Contract Sum shall be **Thirty-Two Thousand, Three Hundred Seventy-Six Dollars and no/100 Cents (\$ 32,376.00)**, subject to additions and deductions as provided in the Contract Documents.

Original Moving Services Base Bid Dated September 12, 2011 (Refer to Attachment "A")	\$33,500.00
Less Negotiations outlined in October 26, 2011 PBI, Inc. proposal (Refer to Attachment "B")	<\$ 1,124.00>
REVISED Contract Amount	\$32,376.00

Int.

ARTICLE 4 PAYMENTS

§ 4.1 PAYMENT TERMS

The Owner shall make payments to the Vendor in conformance with the following payment terms:
(Insert payment terms, including net days from approval of application for payment and criteria for deposits, discounts, progress payments, special orders, changes, cancellations and restocking, and final payment.)

APPLICATIONS FOR PAYMENT

The period covered by each Application for Payment shall be one calendar month ending on the last day of the month. Application for Payment is received by the Architect not later than the Last day of a month, the Owner shall make payment of the certified amount to the Vendor not later than the Fifteenth (15th) day of the Following month. If an Application for Payment is received by the Architect after the application date fixed above, payment shall be made by the Owner not later than Forty-Five (45) days after the Architect receives the Application for Payment.

Each Application for Payment shall be based on the most recent schedule of values submitted by the Vendor in accordance with the Contract Documents. The schedule of values shall allocate the entire Contract Sum among the various portions of the Work. The schedule of values shall be prepared in such form and supported by such data to substantiate its accuracy as the Architect may require. This schedule, unless objected to by the Architect, shall be used as a basis for reviewing the Vendor's Applications for Payment.

Applications for Payment shall show the percentage of completion of each portion of the Work as of the end of the period covered by the Application for Payment.

Subject to other provisions of the Contract Documents, the amount of each progress payment shall be computed as follows:

1. Take that portion of the Contract Sum properly allocable to completed Work as determined by multiplying the percentage completion of each portion of the Work by the share of the Contract Sum allocated to that portion of the Work in the schedule of values, less retainage of Ten (10%). Pending final determination of cost to the Owner of changes in the Work, amounts not in dispute shall be included;
2. Add that portion of the Contract Sum properly allocable to materials and equipment delivered and suitably stored at the site for subsequent incorporation in the completed construction (or, if approved in advance by the Owner, suitably stored off the site at a location agreed upon in writing), less retainage of Ten (10%);
3. Subtract the aggregate of previous payments made by the Owner; and
4. Subtract amounts, if any, for which the Architect has withheld or nullified a Certificate for Payment.

The progress payment amount shall be further modified under the following circumstances:

1. Add, upon Substantial Completion of the Work, a sum sufficient to increase the total payments to the full amount of the Contract Sum, less such amounts as the Architect shall determine for incomplete Work, retainage applicable to such work and unsettled claims; and
2. Add, if final completion of the Work is thereafter materially delayed through no fault of the Vendor, any additional amounts payable.

REDUCTION IN RETAINAGE

Reduction or limitation of retainage, if any, shall be as follows:

The amount retained shall be Ten Percent (10%) of the value of Work until Fifty Percent (50%) of the Work has been completed. At Fifty Percent (50%) completion, further partial payments shall be made in full to the Vendor and no additional amounts may be retained unless the Architect certifies that the Work is not proceeding satisfactorily, but amounts previously retained shall not be paid to the Vendor. At Fifty Percent (50%) completion or any time thereafter when the progress of the Work is not satisfactory, additional amounts may be retained but in no event shall the total retainage be more than Ten Percent (10%) of the value of the Work completed.

Except with the Owner's prior approval, the Vendor shall not make advance payments to suppliers for materials or equipment which have not been delivered and stored at the site.

FINAL PAYMENT

Final payment, constituting the entire unpaid balance of the Contract Sum, shall be made by the Owner to the Vendor when:

1. the Vendor has fully performed the Contract except for the Contractor's responsibility to correct Work and to satisfy other requirements, if any, which extend beyond final payment; and
2. a final Certificate for Payment has been issued by the Architect.

The Owner's final payment to the Vendor shall be made no later than 30 days after the issuance of the Architect's final Certificate for Payment.

§ 4.2 PROGRESS PAYMENTS

§ 4.2.1 Based upon applications for payment submitted to the Owner by the Vendor, the Owner shall make progress payments on account of the Contract Sum to the Vendor as provided below and elsewhere in the Contract Documents.

§ 4.2.2 Each application for payment shall be based on the payment terms as described in Section 4.1.1 and shall be prepared in such form and supported by such data to substantiate its accuracy as the Owner may require.

ARTICLE 5 ENUMERATION OF CONTRACT DOCUMENTS

§ 5.1 The Contract Documents, except for Modifications issued after execution of this Agreement, include this Agreement and the following other documents listed in Sections 5.2 through 5.6.

§ 5.2 The General Conditions are AIA Document A251™-2007, *General Conditions of the Contract for Furniture, Furnishings and Equipment*.

§ 5.3 The Supplementary Conditions, other Conditions of the Contract and Specifications are dated July 25, 2011, and are as follows:
(Either list the Specifications here or refer to an exhibit attached to this Agreement. If a project manual is not used, indicate here.)

(Table deleted)

§ 5.4 The Drawings are enumerated as follows:

(Either list the Drawings here or refer to an exhibit attached to this Agreement.)

Number	Title	Date
F1.1a	Floor Plan Southeast Quadrant	July 25, 2011
F1.2a	Floor Plan Northeast Quadrant	July 25, 2011
F1.3a	Floor Plan Northwest Quadrant	July 25, 2011

Init.

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This document was produced by AIA software at 12:06:42 on 10/31/2011 under Order No.0755109484_1 which expires on 05/08/2012, and is not for resale.
User Notes: (830092114)

§ 5.5 Addenda, if any, are enumerated as follows:
(Either list the Addenda here or refer to an exhibit attached to this Agreement.)

Number	Date	Pages
Addendum # 1	August 11, 2011	5 pages
Addendum # 2	August 11, 2011	1 page
Addendum # 3	August 22, 2011	7 pages
Addendum # 4	September 1, 2011	1 page

§ 5.6 Other Contract Documents are as follows:
(List only those portions of furniture, furnishings and equipment quotations or orders that are to be included in the Contract Documents.)

1. Furniture Manual, dated July 25, 2011.
2. Attachment "A" – September 12, 2011 Bid Tabulation with Professional Business Interiors, Inc. original bid proposal included (total of 6 pgs.).
3. Attachment "B" – Negotiations from Professional Business Interiors, Inc. on October 26, 2011 (total of 1 pg.).
4. Attachment "C" – Certificate of Insurance (total of 1 pg.).
5. Performance & Payment Bonds.

ARTICLE 6 MISCELLANEOUS PROVISIONS

§ 6.1 The Vendor shall make no payment to persons employed by the Owner or consultants for the Owner, with regard to this Agreement, without disclosure and written approval of the Owner.

§ 6.2 The terms and provisions contained in the documents enumerated in Sections 5.2 through 5.5 shall take precedence over conflicting terms and provisions contained in documents enumerated in Section 5.6.

§ 6.3 The Vendor shall purchase and maintain insurance as set forth under Article 13 of A251--2007.
(List any required limits for insurance.)

(Table deleted)

Refer to Attachment "C."

This Agreement entered into as of the day and year first written above.

HAYWOOD COUNTY GOVERNMENT

PROFESSIONAL BUSINESS
 INTERIORS, INC.

 OWNER *(Signature)*



 VENDOR *(Signature)*

Mark Swanger, Chairman
 Haywood County Board of Commissioners

(Printed name and title)

Daren Pinkerton,
 Vice-President of Sales

(Printed name and title)

Init.

IN WITNESS WHEREOF, the parties hereto have executed, or caused to be executed by their duly authorized officials, this Agreement in duplicate on the respective dates indicated below.

ATTEST: _____	OWNER:
Type Name: _____	By: _____
Title: _____	Type Name: _____
Date: _____	Title: _____
	Date: _____

ATTEST: <u>Renee M. Walker</u>	ARCHITECT:
Type Name: <u>Renee M. Walker</u>	By: <u>Scott T. Donald</u>
Title: <u>Bookkeeper</u>	Type Name: <u>Scott T. Donald</u>
Date: <u>11/7/2011</u>	Title: <u>Partner / Architect</u>
	Date: <u>11/7/2011</u>

The United States of America, as potential lender or insurer of funds to defray the costs of this Agreement and without liability for any payments thereunder, hereby concurs in the form, content and the execution of this Agreement.

U.S. Department of Agriculture
Rural Development
Rural Housing Service

By: _____
Type Name: _____
Title: _____
Date: _____

Init.

PADGETT & FREEMAN ARCHITECTS, PA
 30 Choctaw Street
 Asheville, NC 28801

Monday, September 12, 2011
 2:00 PM

Haywood County
 Adaptive Renovation for Department of Social Services,
 Health Department, & Central Permitting
 (Re-Bid)

BID TABULATION

CONTRACTOR	LICENSE NO.	Furniture BASE BID	Alternate # 1	Alternate #2	Moving Services BASE BID	Moving Alternate #1	Combine Total
Professional Business Interiors 123 Sweeten Creek Road, Suite A Asheville NC, 28803	56-2201882	\$598,392.50	\$14,001.99	\$40,514.60	\$33,500.00	\$3,250.00	\$689,659.09 (includes all alternates)
Office Environments 1070 Tunnel Road Asheville NC, 28805	27-0336079	\$623,731.94	\$13,200.50	\$32,895.40	\$37,500.00	25.00/office	\$674,892.68
Alfred Williams 441 Congaree Road Greenville, SC 29607	56-0715557	\$830,855.31	\$18,776.94	\$61,436.79	Not Offered	Not Offered	\$911,069.04

Furniture Bid Alternates:

Alternate #1:

(L.1-L.3) - Lounge Seating

Alternate #2:

(Z.1-Z.5) Office Accessories

Moving Services Alternates:

Alternate #1:

Moving (1) PC unit per office



Attachment "A"

FORM OF PROPOSAL

Haywood County Government
Dept. Of Social Services/Health Dept./Central Permitting
Waynesville, NC

The undersigned, as Bidder, hereby declares that: the only person or persons interested in this proposal as principal or principals is or are named herein, and no other person than herein mentioned has any interest in this proposal or in the Contract to be entered into; this proposal is made without connection with any other person, company, or party making a bid or proposal; and it is in all respects fair and in good faith without collusion or fraud. The Bidder further declares that: he has examined the site of the Work and informed himself fully in regard to all conditions pertaining to the place where the Work is to be done; he has examined the Specifications for the Work and the Contract Documents relative thereto, and has read all special provisions furnished prior to the opening of bids; and he has satisfied himself relative to the Work to be performed.

The Bidder proposes and agrees if this proposal is accepted to contract with **Haywood County Government**, hereinafter called the Owner, in the form of Contract specified, to furnish all necessary material, equipment, machinery, tools, apparatus, means of transportation and labor necessary to complete all portions of the Work for **Furniture Procurement, Haywood County, NC**, in full and complete accordance with the Plans, Specifications, and Contract Documents to the full and entire satisfaction of the Owner and Padgett and Freeman, Architects, P.A., with a definite understanding that no money will be allowed for extra work except as set forth in the General Conditions and Contract Documents, for the sum of:

BASE BID -- Contract -Furnishings: Five Hundred Ninety Eight Thousand
Three Hundred Ninety Two and 50/100 Dollars \$ 598,392.50

Should the Owner elect to accept any of the alternates as shown on the Drawings and/or described in the General Requirements and Specifications, the amount written below shall be the amount to be "added to" the Base Bid of Contract :

Add / Alternate # 1 - Lounge Furniture (L.1.2.3)

Fourteen Thousand and One & 99/100 Dollars \$ 14,001.99

Add / Alternate # 2 - Accessories (Z.1.2.3.4.5) MUST INCLD. UNIT PRICE IN PROPER LOCATION

Forty Thousand Five Hundred Fourteen Dollars & 66/100 Dollars \$ 40,514.60

FORM OF PROPOSAL

Unit Prices: Unit prices quoted and accepted shall apply throughout the life of the Contract, except as otherwise specifically noted. Unit prices shall be applied, as appropriate, to compute the total value of changes in scope of the work all in accordance with the Contract Documents.

Contract 1			
Item	Unit \$	Quantity	Total \$
A.1	1206.05	55	\$66,332.75
A.2	1106.86	80	\$88,548.80
A.3	1106.86	10	\$11,068.60
A.4	1716.57	18	\$30,898.26
A.5	1865.62	1	\$1,865.62
A.6	1433.93	3	\$4,301.79
A.7	1742.96	5	\$8,714.80
A.8	1000.46	2	\$2,000.92
A.9	172.05	10	\$1,720.50
A.10	334.08	179	\$59,800.32
A.11	138.31	133	\$18,395.23
A.12	334.08	41	\$13,697.28
A.13	138.31	44	\$6,085.64
A.14	356.08	9	\$3,204.72
A.15	306.08	26	\$7,958.08
F.1	1296.47	9	\$11,668.23
F.2	1662.13	25	\$41,553.25
			\$0.00
S.1	224.06	129	\$28,903.74
S.2	344.2	20	\$6,884.00
S.3	531.98	66	\$35,110.68
S.4	172.49	4	\$689.96
C.1	3412.37	1	\$3,412.37
C.2	2370.68	1	\$2,370.68
C.3	1218.68	1	\$1,218.68
C.4	140.89	7	\$986.23
C.5	264.28	39	\$10,306.92
C.6	435.56	10	\$4,355.60
T.1	389.55	4	\$1,558.20
T.2	327.82	11	\$3,606.02
T.3	335.61	3	\$1,006.83
T.4	328.96	4	\$1,315.84
T.5	153.11	11	\$1,684.21
T.6	340.74	27	\$9,199.98
T.7	59.3	40	\$2,372.00
T.8	139.48	3	\$418.44
T.9	295.98	3	\$887.94
T.10	147	12	\$1,764.00
T.11	210.94	10	\$2,109.40
Item	Unit \$	Quantity	
P.1	1022.7	6	\$6,136.20

FORM OF PROPOSAL

Page 1 Sub \$504,112.71

P.2	810.16	varies -seeplan	33,216.21
P.3	316.78	varies -seeplan	6018.87
P.4	585.49	varies -seeplan	3512.94
P.5	219.67	45	9885.15
P.6	499.89	5	2499.45
L.1	675.56	6	4053.36
L.2	908.56	6	5451.36
L.3	716.25	5	3581.25
Z.1	159.97	125	19996.25
Z.2	20.92	250	5230
Z.3	1113	5	5565
Z.4	128.92	5	644.6
Z.5	8.5	250	2125
Z.6	239.07	18	4303.26
		Subtotal	\$610,195.41
		Tax	\$42,713.68
		Grand Total	\$652,909.09

FORM OF PROPOSAL
Haywood County Government
Moving Services for:
Dept. Of Social Services, Health Dept. & Central Permitting
Waynesville, NC

The undersigned, as Bidder, hereby declares that: the only person or persons interested in this proposal as principal or principals is or are named herein, and no other person than herein mentioned has any interest in this proposal or in the Contract to be entered into; this proposal is made without connection with any other person, company, or party making a bid or proposal; and it is in all respects fair and in good faith without collusion or fraud. The Bidder further declares that: he has examined the site of the Work and informed himself fully in regard to all conditions pertaining to the place where the Work is to be done; he has examined the Specifications for the Work and the Contract Documents/Itemized Inventory relative thereto, and has read all special provisions furnished prior to the opening of bids; and he has satisfied himself relative to the Work to be performed.

The Bidder proposes and agrees if this proposal is accepted to contract with **Haywood County Government**, hereinafter called the Owner, in the form of Contract specified, to furnish all necessary material, equipment, machinery, tools, apparatus, means of transportation and labor necessary to complete all portions of the Work for **Moving Services**, in **Waynesville, NC**, in full and complete accordance with the Plans, Specifications, and Contract Documents to the full and entire satisfaction of the Owner and Padgett and Freeman, Architects, P.A., with a definite understanding that no money will be allowed for extra work except as set forth in the General Conditions and Contract Documents/Itemized Inventory, for the sum of:

BASE BID --: thirty three thousand five hundred and ⁰⁰/₁₀₀
Dollars \$ 33,500⁰⁰

ADD/ALTERNATE #1 Moving PC (1) unit per office- (199 offices) three thousand
two hundred fifty and ⁰⁰/₁₀₀'s Dollars \$ 3,250⁰⁰

UNIT PRICING

Unit Prices: Unit prices quoted and accepted shall apply throughout the life of the Contract, except as otherwise specifically noted. Unit prices shall be applied, as appropriate, to compute the total value of changes in scope of the work all in accordance with the Contract Documents/Itemized Inventory.

Contract 2

Item	Unit \$	Quantity	Total \$
(1) 4-dwr. Vert. File	12 ⁰⁰	200(?)	\$ 2400
(3) Person Bankers Boxes (10Wx15Wx24D)	10 ⁰⁰	? (300)	
(1) Task Chair	5 ⁰⁰	60(?)	\$ 300

FORM OF PROPOSAL

The Owner may elect to award contracts Independently and/or both contracts combined as one..

COMBINED BID - ALL CONTRACTS: Six hundred eighty nine
thousand six hundred fifty nine and 09/100 Dollars \$ 689,659⁰⁹
(includes AH 1; 2 for furniture and AH 1 for moving)

Respectfully submitted this 25 day of August, 2011

PBI, Inc
(Name of Firm or Corporation Making Bid)

Witness:

(Proprietorship or Partnership)

By Nancy Pankratz
Title Vice President
(Owner, partner, Corp. Pres. or Vice Pres. only)

Attest:
By Danny Pankratz
Title Corp Sec.
(Corp. Sec. or Asslt. Sec. only)

Address 123 Sweeten Creek Road
Asheville, NC 28803

License No. _____

Federal I.D. No. 56-2201852

(Corporate Seal)

Addenda Received and Used in Computing Bid (Initial as appropriate)

Addendum No.	<u>01</u>	Dated	<u>8-11-11</u>	Received	<u>8-11-11</u>
Addendum No.	<u>02</u>	Dated	<u>8-11-11</u>	Received	<u>8-11-11</u>
Addendum No.	<u>03</u>	Dated	<u>8-22-11</u>	Received	<u>8-22-11</u>
Addendum No.	<u>04</u>	Dated	<u>9-1-11</u>	Received	<u>9-1-11</u>
Addendum No.	_____	Dated	_____	Received	_____