

**YELLOWSTONE COUNTY, MONTANA  
REQUEST FOR PROPOSALS  
ADMIN BUILDING MOVING SERVICES**

**1. Introduction**

Yellowstone County is seeking proposals from qualified firms to provide and manage professional moving services for the upcoming relocation of County offices to the new County Admin Building, located at 2825 3<sup>rd</sup> Ave North, Billings, MT 59101.

The County intends to enter into a contract with the selected vendor that will include:

- Management of moving services
- Relocation of office furniture, equipment and other office items from multiple locations
- Disposal or liquidation of office furniture that is no longer needed (items will be marked by the County)
- Provision of all personnel, vehicles, materials and equipment required
- Preparation and protection of furniture, equipment & elevators to prevent incidental damage during moving

In order to provide a complete understanding of the project, a mandatory, in-person Pre-Submittal Meeting will be held on Tuesday, August 12<sup>th</sup>, 2025, at 10:30am. The meeting will begin in Room 3107 on the 3<sup>rd</sup> Floor of the Stillwater Building, 316 North 26<sup>th</sup> Street, Billings, MT 59101. The meeting will consist of a walkthrough of work areas to be moved. Attendance will be taken. Proposals submitted without a representative attending the pre-submittal meeting will not be considered.

**2. Project Description/Scope of Work**

The County is currently preparing to move offices from the Stillwater Building and County Courthouse to the new County Admin Building. The move will be completed in multiple phases. Below is the estimated start date for each phase based on the construction schedule. The move must take place during the hours most convenient for the County, which may include weekends and times outside of normal business hours.

As the scheduling of move dates is subject to the progress of construction, the start date of each move may be subject to change due to delays in the construction schedule.

**Phase 1 – 6<sup>th</sup> Floor**

Anticipated start date – 12/8/2025

**Phase 2 – 3<sup>rd</sup> and 4<sup>th</sup> Floors**

Anticipated start date – 1/5/2026

**Phase 3 – 2<sup>nd</sup> Floor**

Anticipated Start Date – 1/19/2026

**Phase 4 – 1<sup>st</sup> Floor**

Anticipated Start Date – 2/2/2026

Moving services are to include:

- Packing, protection, and moving of office furniture, equipment and other items.
- Provision of all required personnel, vehicles, materials and equipment needed for the moves.
- Disposal or liquidation of furniture that does not need to be relocated.
- Preparation and protection of facilities where moving is occurring to prevent damage to buildings.

The County may require additional services or items not specifically listed above. The successful offeror must agree to provide such items or services and will provide the County with prices based on a formula or method that is the same or similar to establishing prices in the proposal.

**3. Proposal Content Requirements**

Participants interested in providing a proposal for services requested are to submit the following information. Responses should be in the same order as laid out in this RFP and should clearly identify which item the response applies to.

**a. Executive Summary**

- Include general information about the vendor such as: total years in business, description of services offered, number of employees, and office locations.
- Name, phone number, and email of the designated contact for the proposal.

**b. Qualifications of the Vendor**

- Include the name of the manager who will oversee the project, their relevant experience
- Present and projected workloads

**c. Proposed Solution/Ability to Meet Timeline**

- Provide a description and outline detailing the proposed solution for accomplishing this project.
- List resources and equipment that the vendor will use to complete project.
- Include timelines for the project (will be subject to change based on renovation schedule)
- Include any time commitments that might be required of County personnel
- Explain how tasks will be handled that were requested in the RFP, including:
  - Packing and protecting of property to be moved
  - Method for disposal and or liquidation of furniture

**d. Relevant Experience and Demonstrated Results**

- Provide a list of a minimum of (3) projects of similar scope with details on the project, common issues and services provided.
- Provide the timeline in which these projects were completed.

**e. References**

- Provide client references, included names, titles, addresses, telephone and email addresses for at least three clients for which you performed similar services.

**f. Price Proposal**

- Provide an overall project cost
- Provided itemized breakdowns of costs and rates
- Describe factors significant to project pricing

## **4. Proposal Submittal Requirements**

Offerors shall submit five (5) hard copies of the proposal in a sealed envelope. All proposals must be labeled “**Admin Building Moving Services RFP**”. Proposals may either be mailed to or physically delivered to the following addresses.

**Mail To:**  
Yellowstone County BOCC  
PO Box 35000  
Billings, MT 59107

**Physically Deliver To:**  
Yellowstone County BOCC  
Stillwater Building, Room 3101, 3<sup>rd</sup> Floor  
316 North 26<sup>th</sup> Street  
Billings, MT 59101

**All proposals must be received no later than 3:00 PM, on Monday, August 25<sup>th</sup>, 2025.**

Proposals received after this deadline will not be considered.

Timely proposals will be opened and acknowledged at 9:00 AM, on Tuesday, August 26<sup>th</sup>, 2025, in Room 3108 on the 3<sup>rd</sup> Floor of the Stillwater Building, 316 North 26<sup>th</sup> Street, Billings, MT 59101.

## 5. Timelines

Event	Date/Time
Publication Dates for RFP	Friday, August 1 <sup>st</sup> , 2025 Friday, August 8 <sup>th</sup> , 2025
Pre-Proposal Meeting	Tuesday, August 12 <sup>th</sup> , 2025
Deadline for proposals	Monday, August 25 <sup>th</sup> , 2025
Evaluation of proposals	Tuesday, August 26 <sup>th</sup> , 2025 – Thursday, August 28 <sup>th</sup> , 2025
Notice of Intent to Award Posting	Tuesday, September 2 <sup>nd</sup> , 2025
Notice of Award Posting	Tuesday, September 9 <sup>th</sup> , 2025

The county reserves the right to modify the above timeline as needed.

## 6. Selection Process & Scoring

A selection committee will review and evaluate all RFP responses that meet the submittal requirements and deadlines. The committee will score and rank the proposal. The committee may decide to conduct interviews with participants. The County reserves the right to make the selection of the preferred firm based on the submittal information alone and may decline to conduct the interview stage of the selection process.

Proposals will be evaluated based on the following criteria:

- Executive Summary and Firm Profile – [5 points]
- Qualifications of the Firm for Scope of Services – [20 points]
- Proposed Solution & Timeline – [25 points]
- Relevant Experience & Demonstrated Results – [20 points]

- Price Proposal – [30 points]

## **7. Amendments to Solicitation**

Any interpretation, correction, or addition of this request will be published on the County website at <https://www.yellowstonecountymt.gov/purchasing/>.

## **8. Contact Information**

Any questions regarding proposal submittal procedures or the scope of the RFP should be directed to Matt Kessler, Purchasing Agent, at [mkessler@yellowstonecountymt.gov](mailto:mkessler@yellowstonecountymt.gov).

## **9. Miscellaneous**

### **COMPLIANCE WITH LAWS**

The Contractor must, in performance of work under this contract, fully comply with all applicable federal, state or local laws, rules, and regulations, including the Montana Human Rights Act, Civil Rights Act of 1964, the Age Discrimination Act of 1975, and the American with Disabilities Act of 1990. Any subletting or subcontracting by the Contractor subjects Subcontractors to the same provisions. In accordance with Section 49-3-207, MCA, the Contractor agrees that the hiring of persons to perform the contract will be made on the basis of merit and qualifications and there will be no discrimination based upon race, color, religion, creed, political ideas, sex, age, marital status, physical or mental disability, or national origin by the persons performing under the contract.

### **INSURANCE REQUIREMENTS**

CONTRACTOR shall maintain at its sole cost and expense, commercial general liability insurance naming Yellowstone County, as additional insured for this contract against liability for damages for bodily injury, including death and completed operations and property damages in a minimum amount of Seven Hundred Fifty Thousand Dollars (\$750,000.00) for each claim and One Million Five Hundred Thousand Dollars, (\$1,500,000.00), in the aggregate arising from incidents which occur as the result of Contractors negligence during the contract and for which Yellowstone County, sole basis of liability is vicarious liability for the acts or omissions of the Contractor or/and subcontractors. Contractor shall maintain for this contract at its cost and expense, insurance against claims for injuries to persons or damages to property, including contractual liability which may arise from or in connection with the contract by Contractor,

agents, employees, representatives, assigns and sub-contractors. This insurance shall cover claims as may be caused by any negligent act or omission. The policy of insurance shall be an occurrence policy with a Best Rating of A- or better and must be in force throughout the contract.

Contractor shall name on the Certificate of liability insurance Yellowstone County, as additional insured throughout the contract. In addition, Contractor will furnish to Yellowstone County, a copy of the policy endorsement, CG 32 87 05 10, indicating that Yellowstone County, are named as an additional insured under the Contractors insurance policy for this contract. Contractor agrees to furnish both the Certificate of insurance and policy endorsement at least ten (10) days prior to beginning work on the contract.

Contractor agrees to defend, indemnify and hold harmless Yellowstone County, from and against any and all claims demands, obligations cause of action, lawsuits and all damages and liabilities fines, judgments, costs, (including settlement costs), and expenses associated therewith (including reasonable attorney's fees and disbursements), arising from incidents that occur the result of Contractors negligence during this contract. And for which Yellowstone County, sole basis of liability is vicarious liability for the acts or omissions of Contractor. The defense and indemnification obligations under this paragraph shall not be limited by any assertions or finding that Yellowstone County, is liable for any damages by reason of a non-delegable duty.

This RFP shall not commit the County to enter into an agreement, to pay any expenses incurred in preparation of any response to this request, or to procure or contract for any supplies, goods or services. The Board of County Commissioners reserves the right to reject any or all proposals received, to waive informalities to evaluate the proposals submitted, and to accept the proposal that best serves the interests of Yellowstone County.

Done by order of the Board of County Commissioners of Yellowstone County, MT this 29<sup>th</sup> day of July 2025.

Board of County Commissioners  
Yellowstone County, Montana

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Mark Morse, Chair

Attest:

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Jeff Martin  
Clerk & Recorder

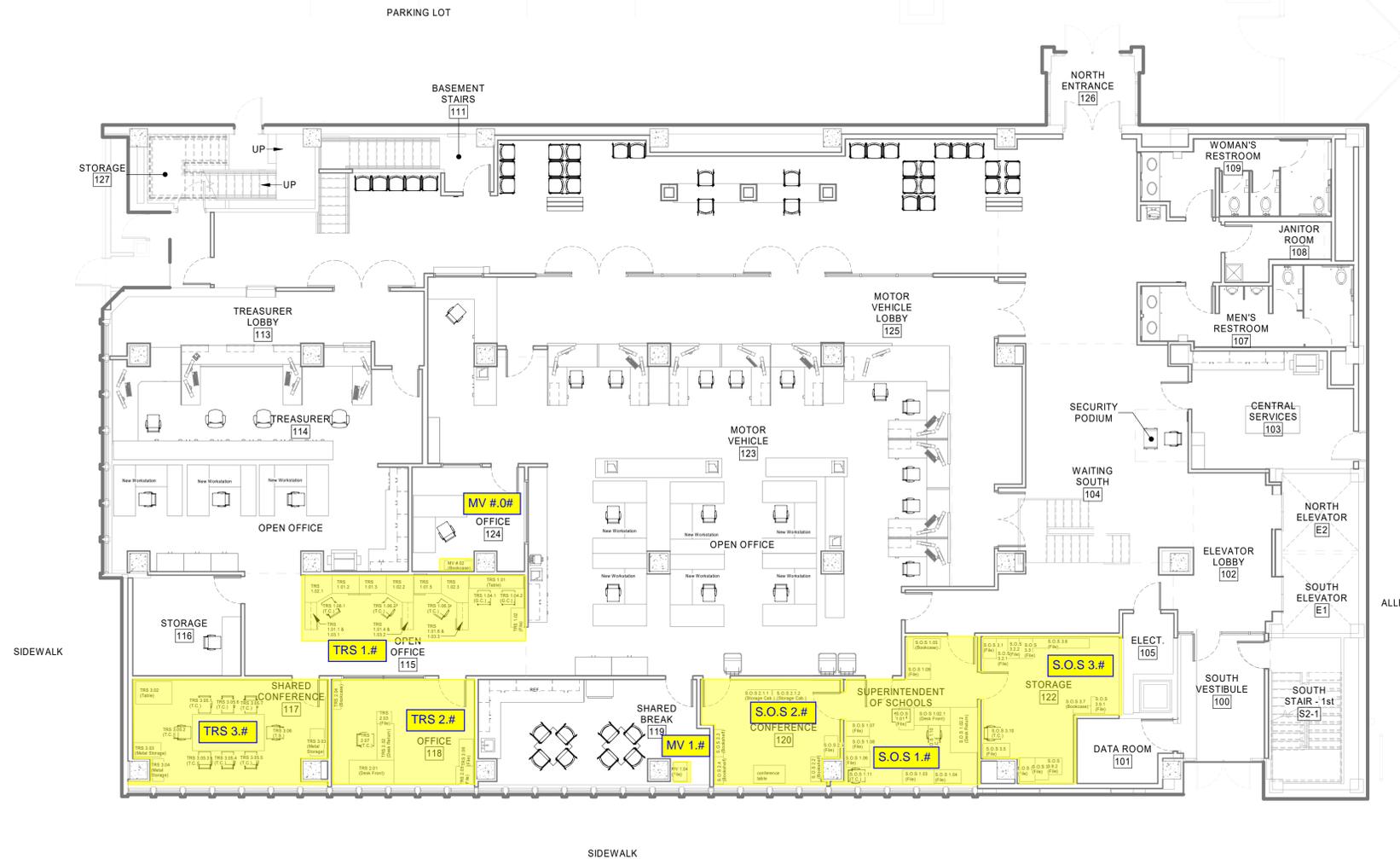
**- End of RFP -**

# hello.

## YELLOWSTONE COUNTY

EXISTING FURNITURE MOVE PACKAGE  
Plans and Existing Furniture— 06.30.2025

Cushing  
Terrell



**LEGEND**

ROOM TO RECEIVE EXISTING FURNITURE

**ABC 3.#** EXAMPLE OF GENERAL ROOM TAG FROM WHERE THE EXISTING FURNITURE IS MOVING FROM.

**HOW TO READ THE ROOM TAG:**

ABC 3.#

- \* FIRST LETTERS - DEPARTMENT ITEM IS MOVING FROM - SEE BELOW FOR DEPARTMENT CODES.
- \* NEXT NUMBERS/LETTERS - THE ROOM AS NOTED ON THE EXISTING FURNITURE INVENTORY SPREADSHEETS.
- \* LAST NUMBER(S) - THE ITEM AS LISTED ON THE EXISTING FURNITURE INVENTORY SPREADSHEETS.

**DEPARTMENT CODES:**

TRS: Treasurer	MV: Motor Vehicles
S.O.S.: Superintendent of Schools	HR: Human Resources
SOM: State of Montana	CA: C: CA Civil
FIN: Finance	C.C.: County Commissioners
C.R.: Clerk and Records	GIS: GIS
IT: IT	PW: Public Works
DES: DES	

**General Notes:**

1. See attached spreadsheet for product information existing furniture size and locations.
2. New furniture (not highlighted) is shown for reference only.
3. Not all items located on the existing plans will be moved to the new space. Consult with owner for direction on items not shown in the new plan.

1  
FP101 1-1ST FLOOR - FURNITURE PLAN  
1/8" = 1'-0"



YELLOWSTONE COUNTY  
 2825 3rd Ave North, Billings, MT  
**ADMINISTRATION BUILDING RENOVATION**

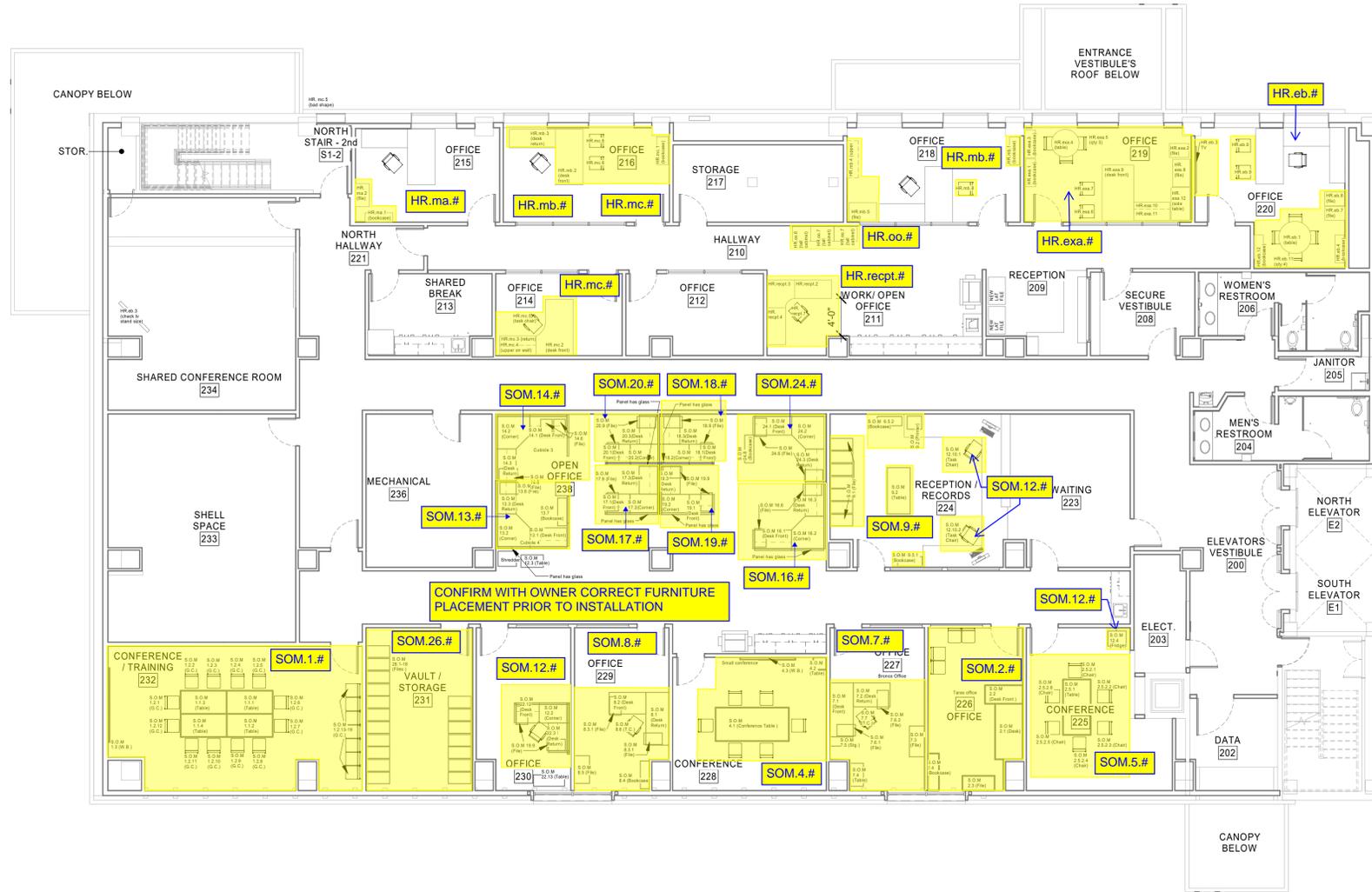
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11.05.2024  
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 DESIGNED BY | LAST NAME  
 DRAWN BY | LAST NAME  
 REVIEWED BY | LAST NAME  
 REVISIONS

1st FLOOR FURNITURE PLAN

FP101



**LEGEND**

ROOM TO RECEIVE EXISTING FURNITURE

ABC 3.# EXAMPLE OF GENERAL ROOM TAG FROM WHERE THE EXISTING FURNITURE IS MOVING FROM.

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1 2-SECOND FLOOR - FURNITURE PLAN  
FP102 1/8" = 1'-0"



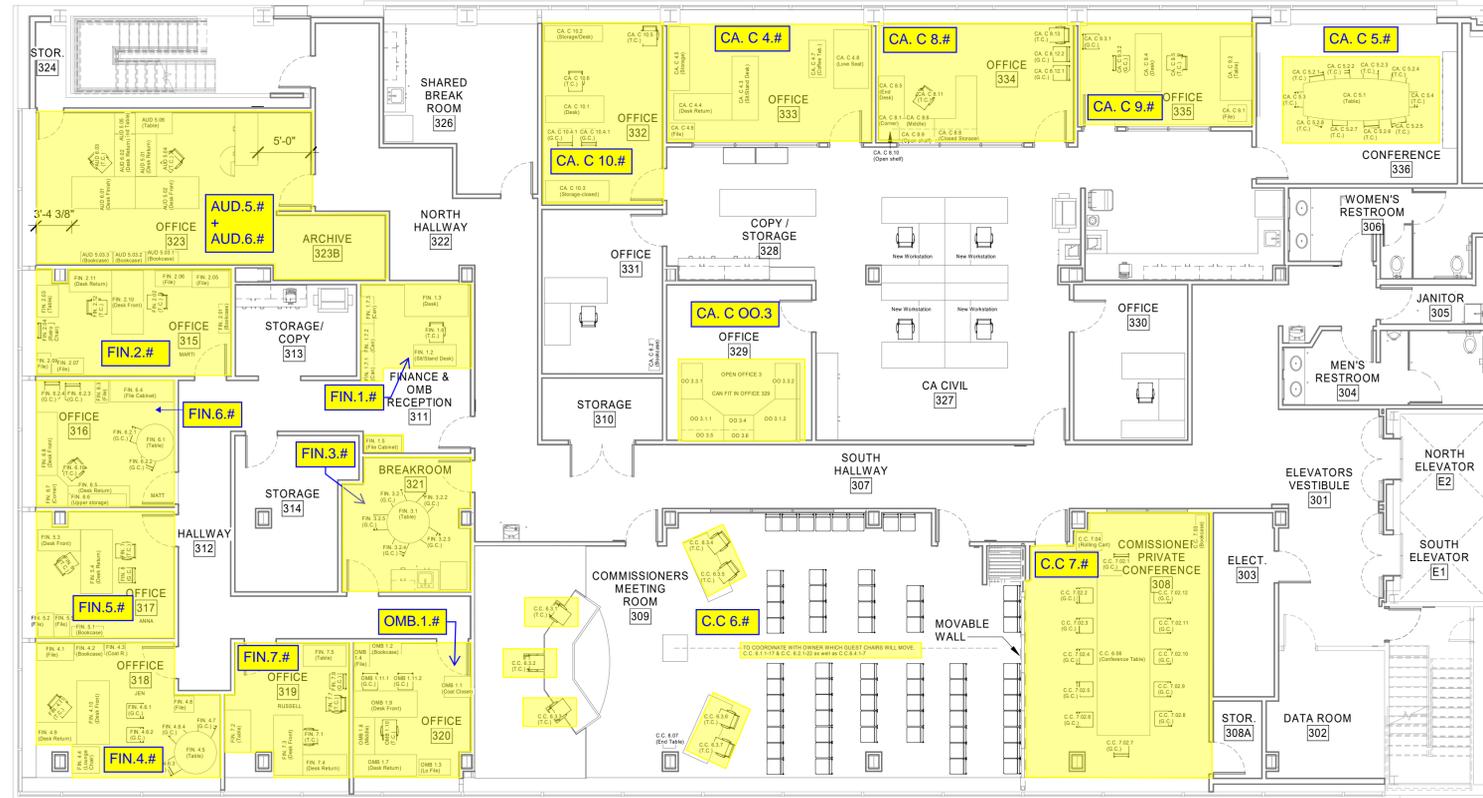
YELLOWSTONE COUNTY  
2825 3rd Ave North, Billings, MT  
**ADMINISTRATION BUILDING RENOVATION**

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REVIEWED BY | LAST NAME  
REVISIONS

2nd FLOOR  
FURNITURE PLAN

FP102



**LEGEND**

ROOM TO RECEIVE EXISTING FURNITURE

**ABC 3.#** EXAMPLE OF GENERAL ROOM TAG FROM WHERE THE EXISTING FURNITURE IS MOVING FROM.

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- \* LAST NUMBERS IS THE ITEM IN THE ROOM AS LISTED ON THE EXISTING FURNITURE INVENTORY SPREADSHEETS.

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**General Notes:**

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- Furniture symbols shown are placeholders only.
- New furniture is shown for reference only.

1  
FP103 3-THIRD FLOOR - FURNITURE PLAN  
1/8" = 1'-0"



YELLOWSTONE COUNTY  
2825 3rd Ave North, Billings, MT  
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REVISIONS

3rd FLOOR FURNITURE PLAN

**FP103**



**LEGEND**

ROOM TO RECEIVE EXISTING FURNITURE

EXAMPLE OF GENERAL ROOM TAG FROM WHERE THE EXISTING FURNITURE IS MOVING FROM.

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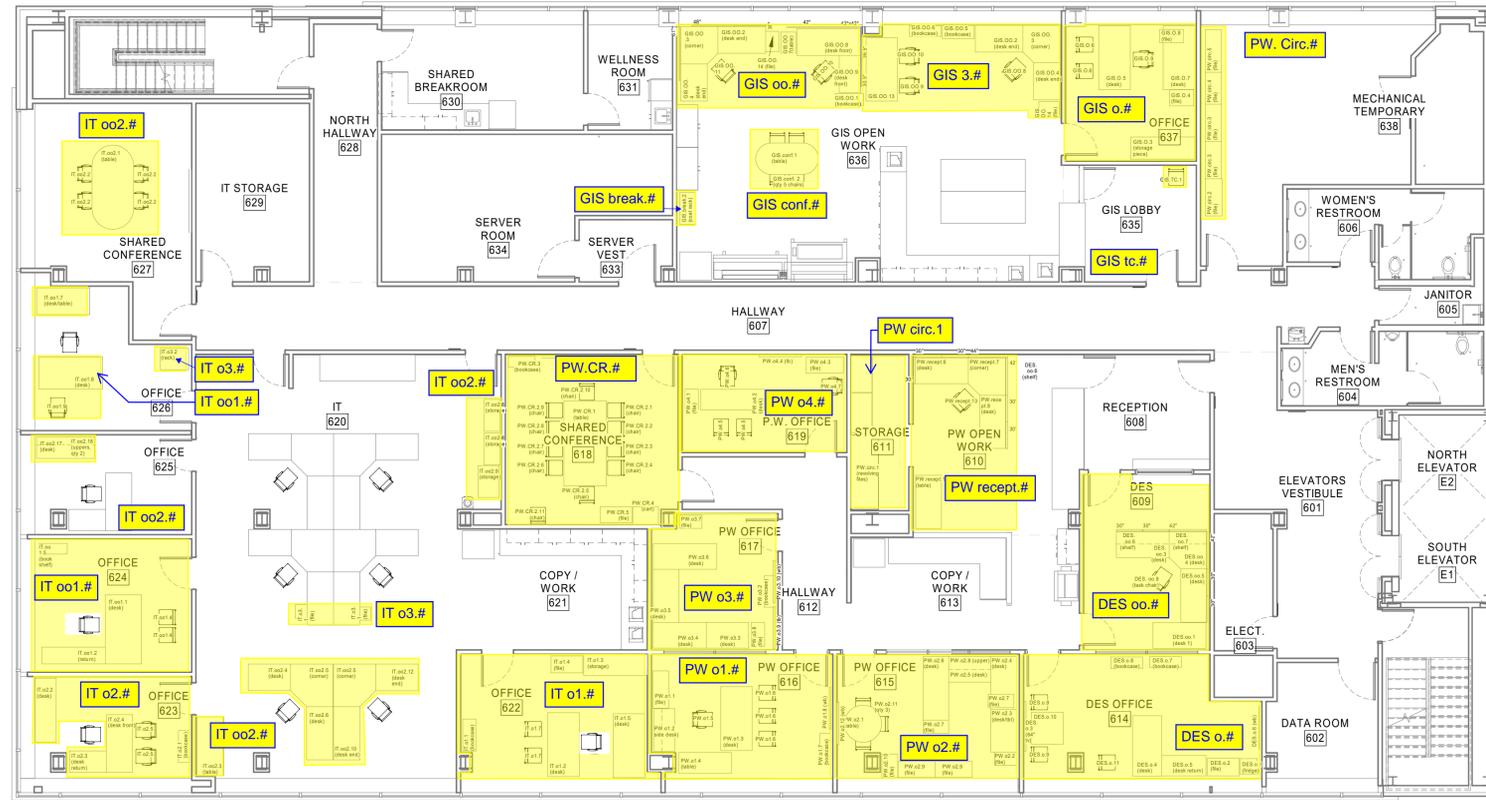
**General Notes:**

1. See attached spreadsheet for product information existing furniture size and locations.
2. Furniture symbols shown are placeholders only.
3. New furniture is shown for reference only.

1  
FP104 4-FOURTH FLOOR - FURNITURE PLAN  
1/8" = 1'-0"



YELLOWSTONE COUNTY  
2825 3rd Ave North, Billings, MT  
**ADMINISTRATION BUILDING RENOVATION**



**LEGEND**

  ROOM TO RECEIVE EXISTING FURNITURE

ABC 3.# EXAMPLE OF GENERAL ROOM TAG FROM WHERE THE EXISTING FURNITURE IS MOVING FROM.

HOW TO READ THE ROOM TAG:

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DES: DES	

- General Notes:**
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  3. New furniture is shown for reference only.

1 6-SIXTH FLOOR - FURNITURE PLAN  
FP105 1/8" = 1'-0"



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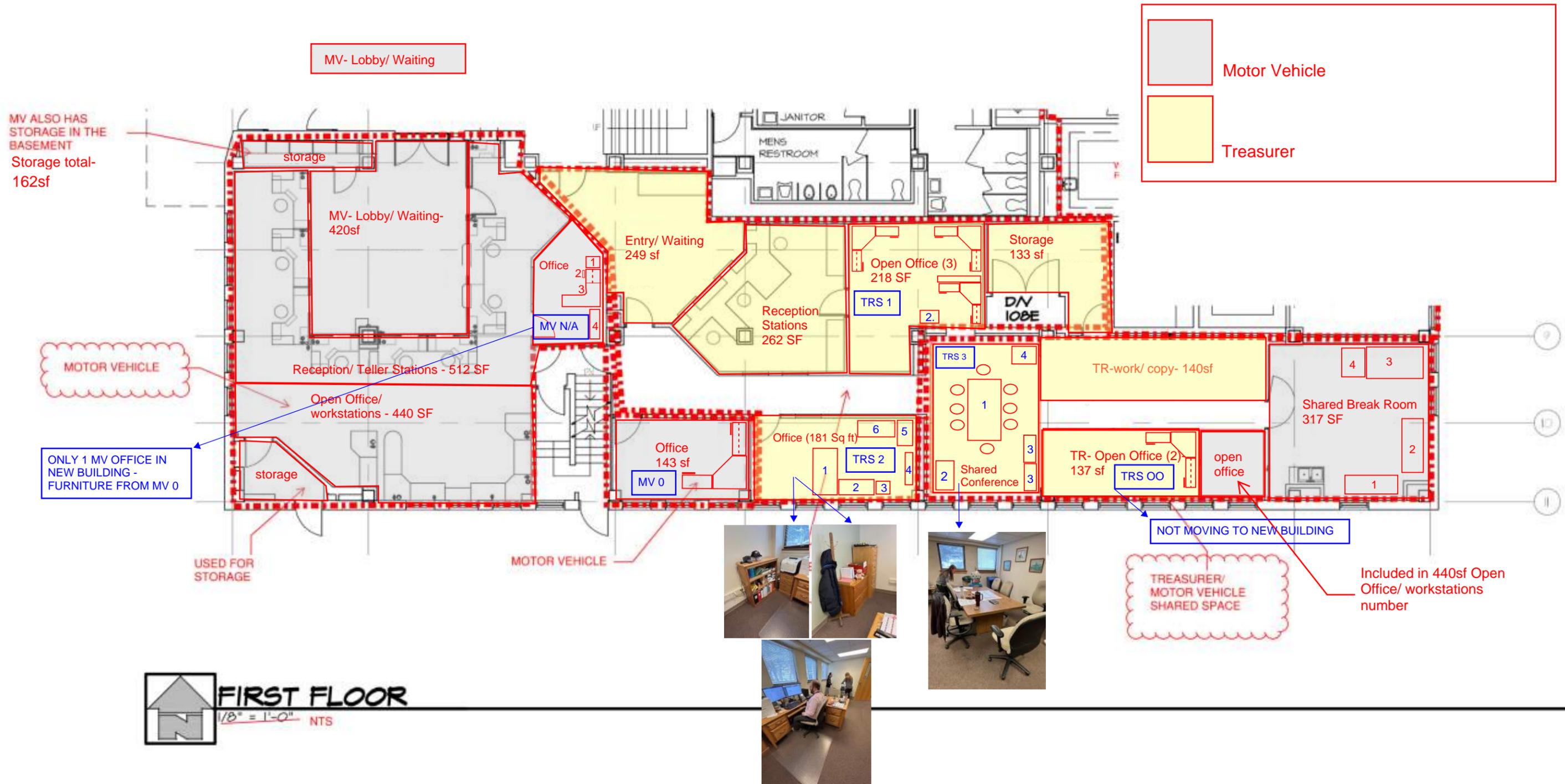
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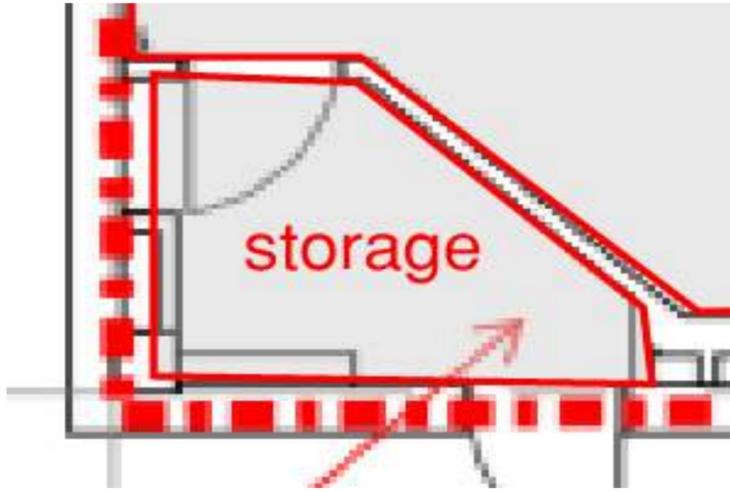
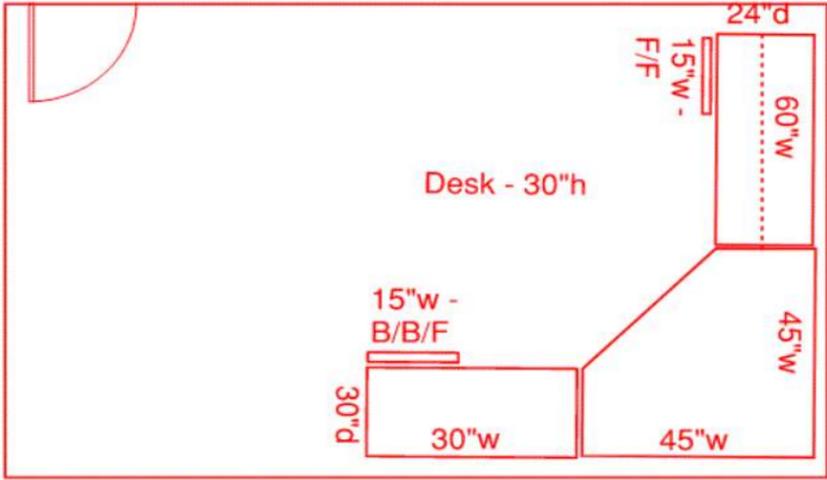
6th FLOOR FURNITURE PLAN

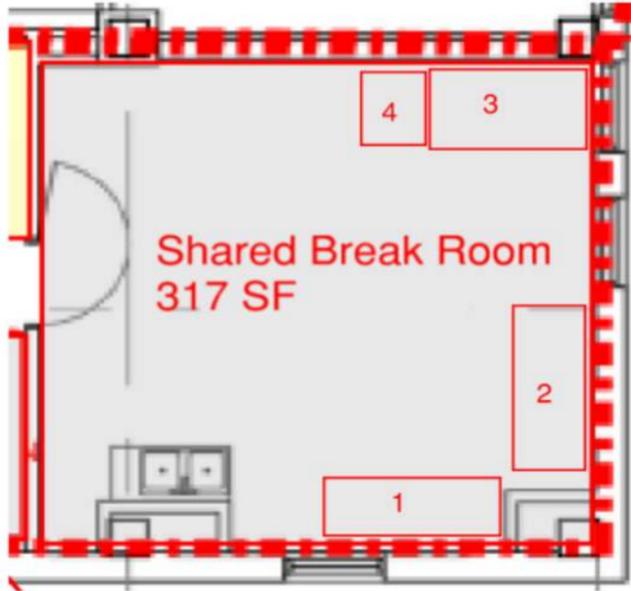
FP105

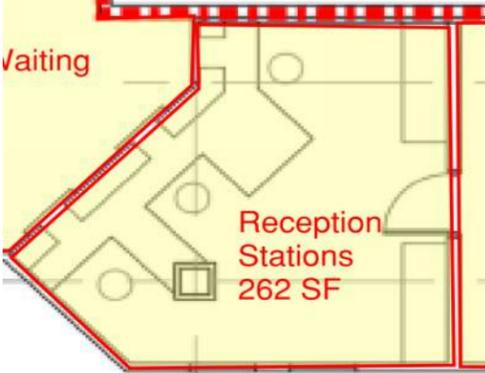
# Existing - Treasurer and Motor Vehicle - 4/18/2024



ROOM SKETCH	ITEM	QUANTITY	DIMENSION (W x D x H)	COLOR	QUALITY
<b>MOTOR VEHICLE</b>					
<b>Reception/Teller Space - None are being moved</b> 	1. Task Stools	3		Black	w/o arms; 1 - Useable, 2 w/ torn seats
	2. Task Stools	2		Black	Decent
	3. Task Chair	1		Black w/ Mesh Back	Decent
	4. Task Stool	3		Black	1 w/ tear, 2 - good
	Waiting Guest Chairs	18		Orange Plastic with Silver Frame	
	ALL CHAIRS ARE BEING REPLACED - NONE TO BE MOVED				
<b>Open Office/Workstation - None are being moved</b> 	Miscellaneous Desks		See Snip		
	Task Chair	3		Black Upholstery	Dirty Upholstery - 2 w/o arms
	Task Chair	1		Burst Upholstery	w/o arms
	Task Chair	1		Blue Upholstery	
	ALL FURNITURE IS BEING REPLACED - NONE TO BE MOVED				
<b>Office - MV N/A - 1.#</b> 	1. File	1	20.5 x 15.5 x 26	Wood w/ Black Trim	
	2. File	1	15 x 24 x 25	Almond w/ Black Handles	
	3. Desk	1	See Snip		Has Built In Upper Storage
	4. Shelves	1	32 x 13.5 x 54	Gray Plastic	4 Shelves

ROOM SKETCH	ITEM	QUANTITY	DIMENSION (W x D x H)	COLOR	QUALITY
<p><b>Storage</b></p> 					
<p><b>Storage</b></p> 					
<p><b>OFFICE - MV #.0#</b></p> 	1. Desk	1	See Snip		
	2. Bookcase	1	37 x 12 x 29	Wood	
	Guest Chairs	2		Burst Upholstery w/Black Frame	
	Task Chair	2		Black	
	Task Chair	1		Mesh Back	w/o arms

ROOM SKETCH	ITEM	QUANTITY	DIMENSION (W x D x H)	COLOR	QUALITY
<b>OPEN OFFICE - nothing is moving</b> 	1. Bookcase	1	36 x 12 x 49	Wood	
<b>Shared Break Room - nothing is moving</b> 	1. Metal Desk	1	48 x 39	Almond Burst Top w/ Almond Frame	W/ Pencil Drawer
	2. Table	1			Not in good enough shape to make the move
	3. Desk	1	60 x 30 x 30	Oak	Drawers on both side and a pencil tray
	4. File	1	19 x 25 x 55	Oak	Matches Desk
	Guest Chairs	5		Blue Fabric	
	Guest Chairs	1		Mauve Fabric	

ROOM SKETCH	ITEM	QUANTITY	DIMENSION (W x D x H)	COLOR	QUALITY
<b>TREASURER</b>					
<b>ENTRY/WAITING</b> 	1. Guest Chair	2			Torn Upholstery
<b>RECEPTION STATION - nothing is moving</b> 	1. Task Stools	1		Burst Upholstery	Rough Shape
	2. Task Stools	2		Black	Ok - Fairly New

**FURNITURE ASSESSMENT**

YELLOWSTONE ADMIN | Existing Furniture Survey  
 YC23\_ADMRENO



DATE: 06.27.2025

ROOM SKETCH	ITEM	QUANTITY	DIMENSION (W x D x H)	COLOR	QUALITY
<p><b>OPEN OFFICE - TRS 1.#</b></p>	* Open Office Desks Components Listed below	3	72 x 72 x 29		See Snip
	1. Legs of Desk	2 on Each Setup	36 x 24 x 29		See Snip
	2. Corner	1	36 x 36 (legs of corner)		See Snip
	3. Upper Shelf	1	36 x 12 x 23		See Snip
	4. Skinny Table	1	72 x 17.5 x 29	Black Legs, Almond Tops	
	5. File	1	18 x 25 x 29	Almond	
	6. Task Chair	3		Black	2 w/arms & 1 w/o arms (not in good shape)
	Guest Chair	2		Burst Upholstery w/Black Frame	<b>Not Moving</b>

**FURNITURE ASSESSMENT**

YELLOWSTONE ADMIN | Existing Furniture Survey  
 YC23\_ADMRENO



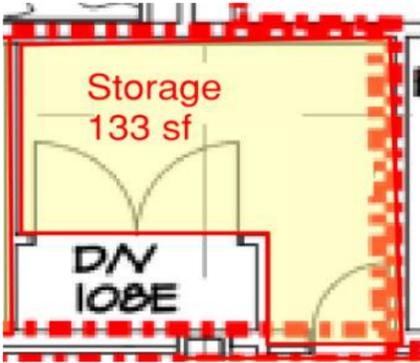
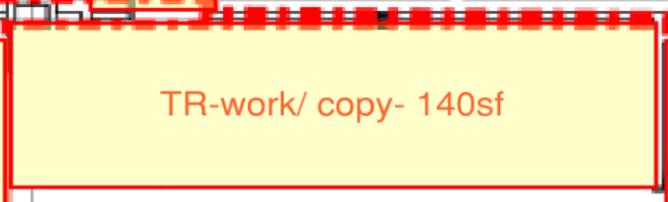
ROOM SKETCH	ITEM	QUANTITY	DIMENSION (W x D x H)	COLOR	QUALITY
<b>OFFICE - 181 sf - TRS 2.#</b> 	1. Desk - Front	1	60 x 32 x 30	Wood	
	2. Desk - Return	1	48 x 23 x 30	Wood	
	3. File	1	16 x 20 x 28	Wood - Matches Desk	
	4. Bookcase	1	38 x 13 x 42	Wood - Matches Desk	
	5. File	1	23 x 23 x 560	Wood - Matches Desk	
	6. File	1	36 x 19 x 30	Wood - Matches Desk	
	7. Task Chair	1		Burst Upholstery	w/o arms
	Random Guest Chairs			Silver and Black Upholstery	<b>Not Moving</b>
<b>SHARED CONFERENCE - TRS 3.#</b> 	1. Table	1	48 x 96 x 29.5	Wood Look - Walnut	Edge is delaminating
	2. Table	1	48 x 30 x 27	Oak	
	3. Metal Storage	2	36 x 18.5 x 72	Gray Metal	
	4. Metal Storage	1	15 x 30 x 53	Green	
	Task Chairs Around Table	7	20 x 25 x 42	Tan w/Burst Upholstery	All chairs have arm damage and some have stains - 4 w/ arms, 2 w/o arms
	Task Stool Around Table	1	20 x 25 x 42	Tan w/Burst Upholstery	All chairs have arm damage and some have stains

**FURNITURE ASSESSMENT**

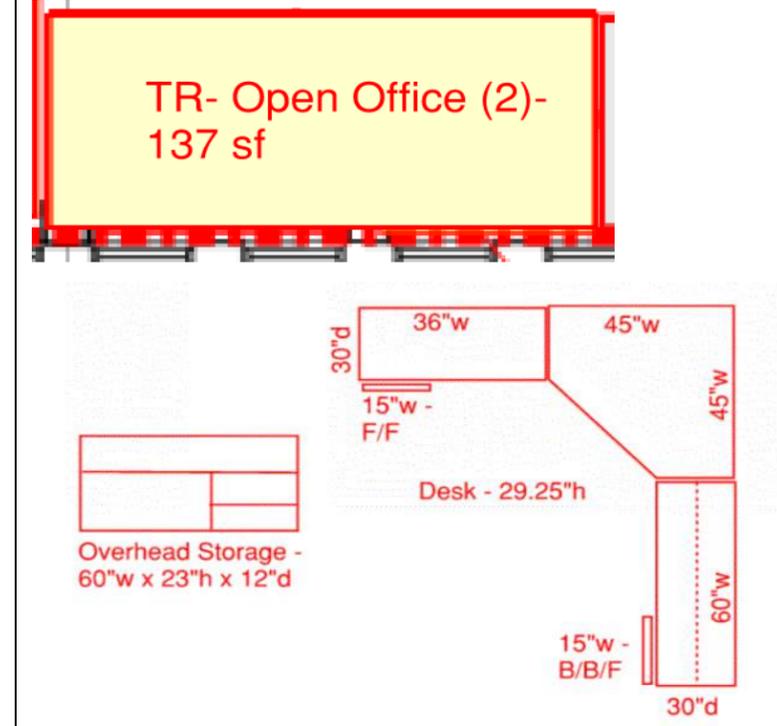
YELLOWSTONE ADMIN | Existing Furniture Survey  
 YC23\_ADMRENO



DATE: 06.27.2025

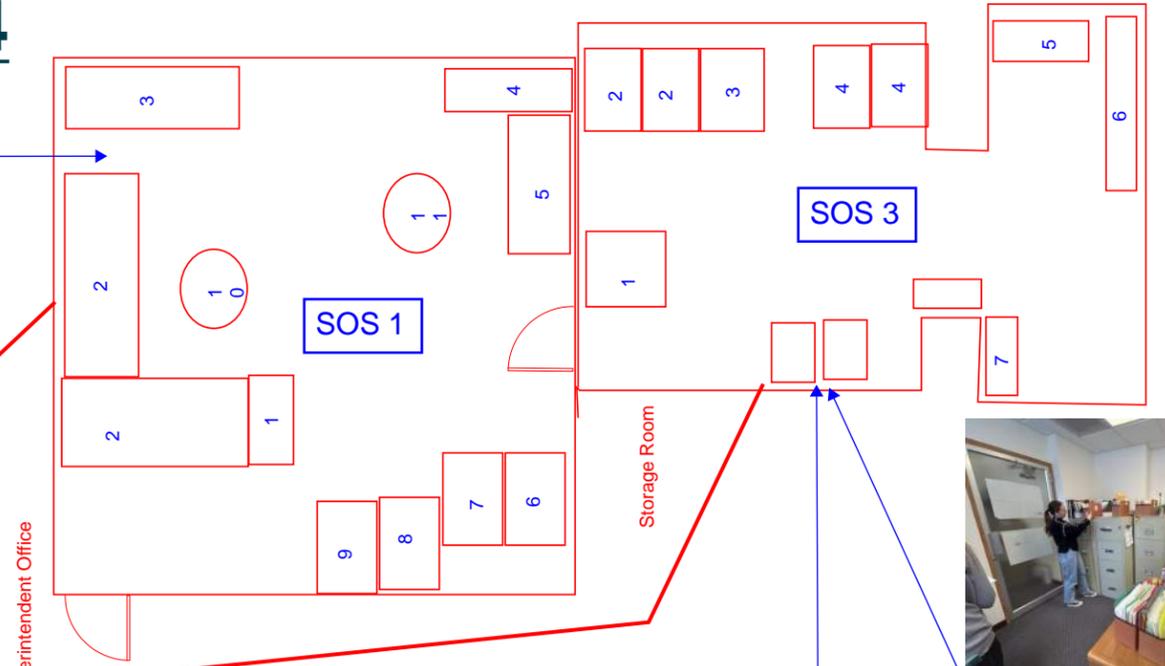
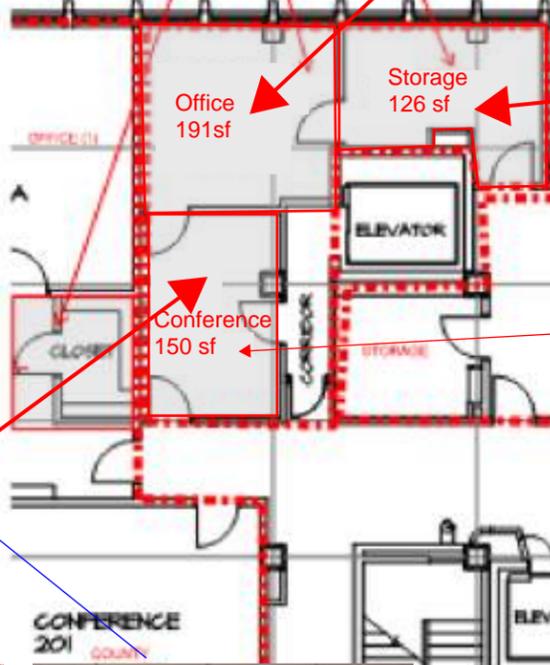
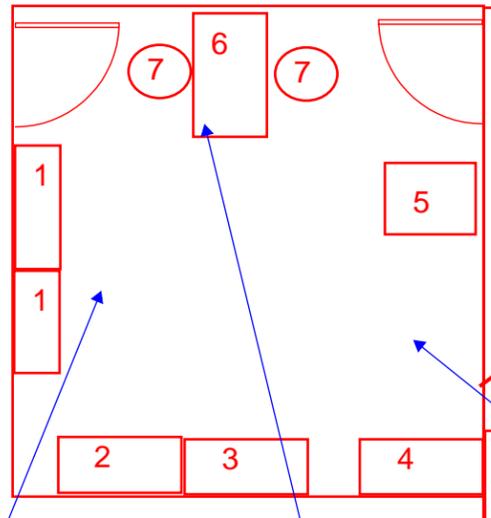
ROOM SKETCH	ITEM	QUANTITY	DIMENSION (W x D x H)	COLOR	QUALITY
<p><b>STORAGE - NOTHING IS MOVING</b></p> 	NO FURNITURE MOVING FROM STORAGE				
<p><b>TR - WORK/COPY - NOTHING IS MOVING</b></p> 	NO FURNITURE MOVING				

**ROOM SKETCH**  
**TR - OPEN OFFICE - TR OO - NOTHING IS MOVING**



ITEM	QUANTITY	DIMENSION (W x D x H)	COLOR	QUALITY
Free Standing Panels	2	49.5 x 2 x 72	Mauve fabric w/ gray metal frame	
Open Office Desks (Components listed below)	2	Overall - 81 x 105 x 30 - see snip for details	Almond Frame w/ Burst of Gray Surface	
Leg of Desk	1	36 x 30 x 30		
Corner	1	Legs are 45" long		
Leg of Desk	1	60 x 30 x 30		
Upper Storage	1	60 x 23 x 12		
File - File	1	15"w		
Box - Box - File	1	15"w		

# Existing - Superintendent of Schools - 4/18/2024



ROOM SKETCH	ITEM	QUANTITY	DIMENSION (W x D x H)	COLOR	QUALITY
<b>SUPERINTENDENT OF SCHOOLS</b>					
<b>Office - SOS 1.#</b> 	1. File	1	30 x 20 x 30	Wood	
	2. Desk (Front)	1	48 x 24 x 30	Wood	
	2. Desk (Return)	1	60 x 36 x 30	Wood	
	3. File	1	42 x 19 x 28	Almond	2 Drawer Lateral File
	4. File	1	36 x 18 x 29	Black Metal	2 Drawer Lateral File
	5. Bookcase	1	36 x 13 x 70	Wood	5 Shelves
	6. File	1	21 x 32 x 54	Almond	
	7. File	1	20 x 31 x 54	Almond	
	8. File	1	20 x 31 x 54	Almond	
	9. File	1	21 x 31.5 x 53	Almond	
	10. Task Chair	1		Teal Burst with Black Frame	w/ arms
11. Task Chair	1		Blue Upholstery with Black Frame	w/ arms	

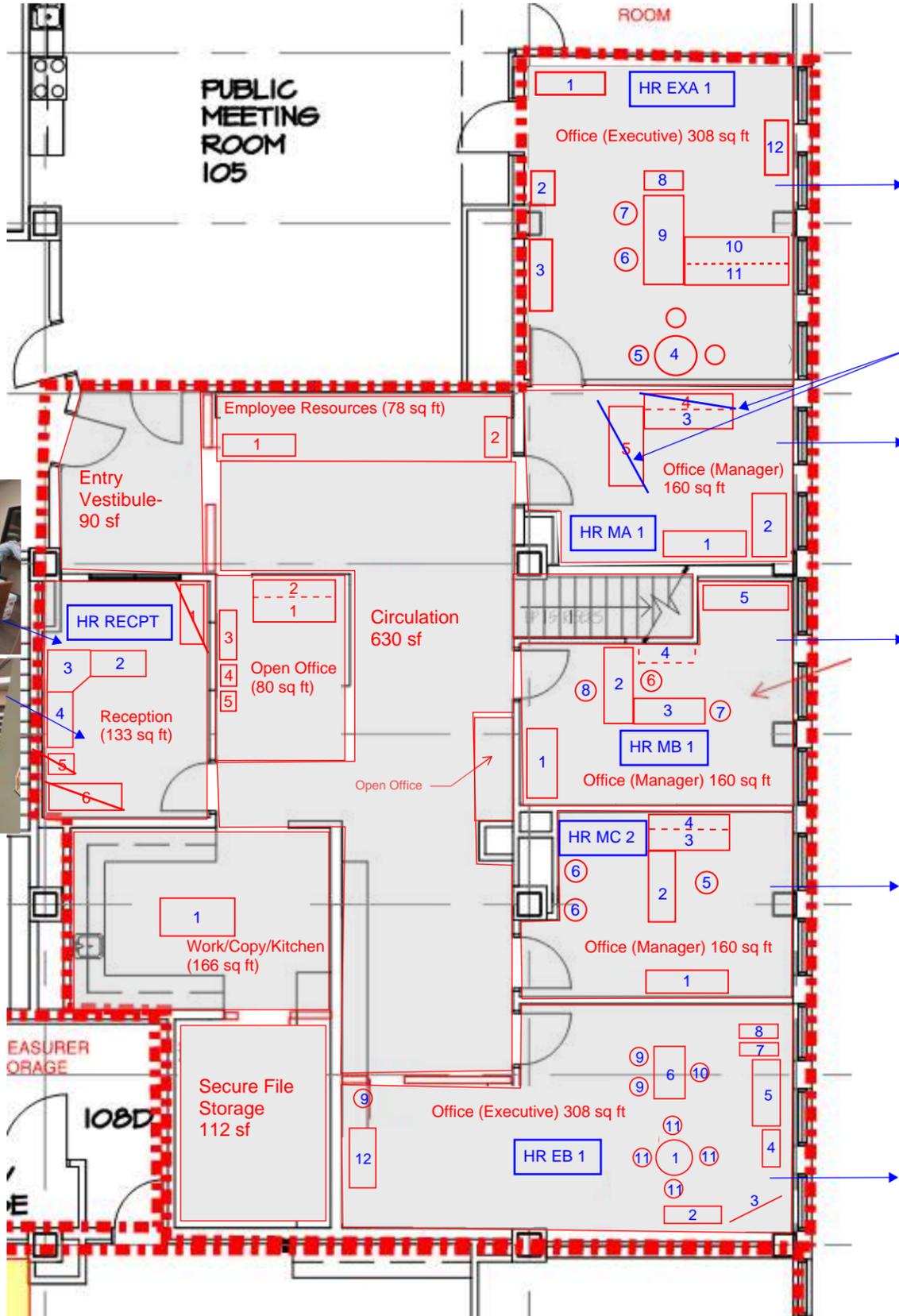
**FURNITURE ASSESSMENT**

YELLOWSTONE ADMIN | Existing Furniture Survey  
 YC23\_ADMRENO



ROOM SKETCH	ITEM	QUANTITY	DIMENSION (W x D x H)	COLOR	QUALITY
<b>Conference - SOS 2.#</b> 	Storage Cabinets	2	13"d x 32"w x 96"h	Light Gray	Four Doors - Split in Half
	Bookshelf	1	32.5"w x 12"d x 30"h	Wood - all different shades	
	Bookshelf	1	36"w x 12.5"d x 72"h	Wood - all different shades	
	Bookshelf	1	36"w x 12.5"d x 72"h	Wood - all different shades	
	File	1	18"w x 28"d x 29"h	Black Metal	
	Table	1			
	Task Chair	1			
	Guest Chair	2			
<b>Storage - SOS 3.#</b> 	1. File	1	18"w x 26.5"d x 52"h	Gray	
	2. File	2	15"w x 26.5"d x 52"h	Gray	
	3. File	1	18"w x 26.5"d x 52"h	Gray	
	4. File	1	21"w x 31.5"d x 53"h		
	5. File	1	36"w x 18"d x 41"h		3 Drawer
	6. File	1	75.5"w x 13"d x 72"h	Setchy - Older Shelving	
	7. Bookcase	1	24"w x 10"d x 48"h	Wood	
	8. File	1	18"w x 29"d x 52"h	Gray	
	9. File	2	18"w x 22"d x 53"h	Almond	
	Task Chair	1	Dark Mauve		

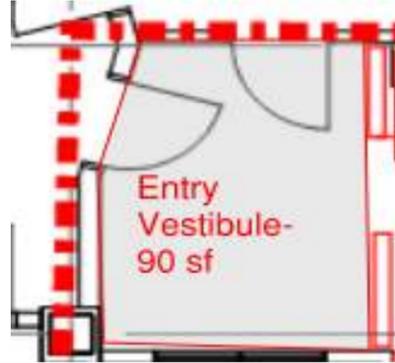
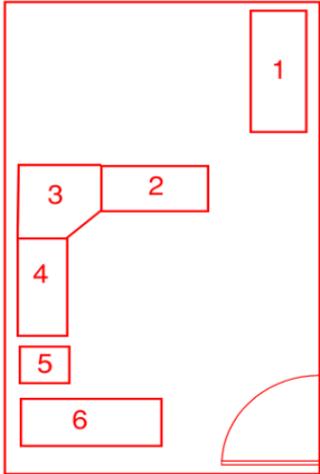
# Human Resources- Existing- 4/18/2024

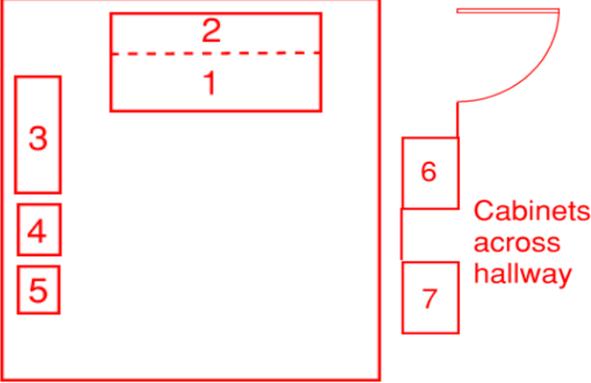
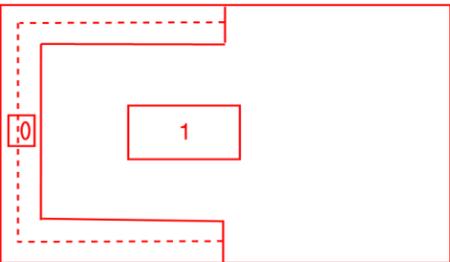
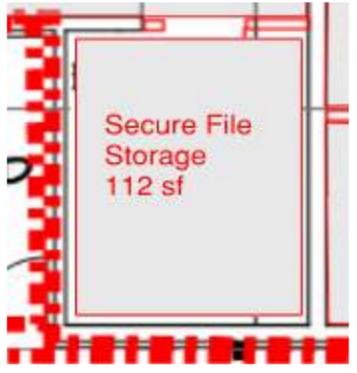


NOT MOVING



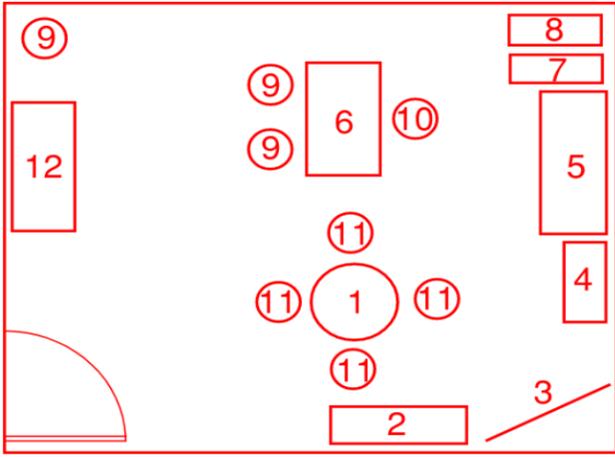
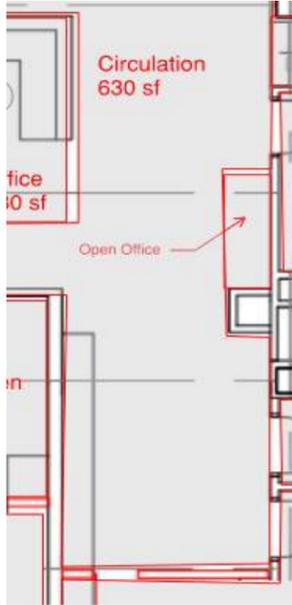
HUMAN RESOURCES - 1ST FLOOR

ROOM SKETCH	ITEM	QUANTITY	DIMENSION (W x D x H)	COLOR	QUALITY	NOTES
<b>HUMAN RESOURCES</b>						
<b>Entry Vestibule - NOTHING IS MOVING</b> 	NO FURNITURE MOVING FROM ENTRY VESTIBULE					
<b>Reception - HR RECPT - NOTHING IS MOVING</b> 	1. Bookcase	1	30x12x28.5		Water Damage	
	2. Desk Front	1	48x24x30			
	3. Desk Corner	1	36x36x30			
	4. Desk Return	1	48x24x30			
	5. File	1				
	6. File	1				
	7. Task C.	1			Dark blue with black frame	
<b>Employee Resources - NOTHING IS MOVING</b> 	1. Table	1	72x17.5x29	Dark wood with black frame	Water Damage	
	2. Bookcase	1	36x12x42	Warm Honey		3 shelves

ROOM SKETCH	ITEM	QUANTITY	DIMENSION (W x D x H)	COLOR	QUALITY	NOTES
<b>Open Office - HR OO.#</b> 	1. Desk	1	49.5x27x27.5			
	2. Upper	1	49x12x29.5			
	3. Bookcase	1	32x12x42			
	4. File (printer on top)	1	27x22x29.5	Wood Front	Delaminated Side/chipped	
	5. Table (printer on top)	1	30x30x30			
	6. Tall Cabinet	1	24x19x84	Casework: Gray Nebul Nevamar		
	7. Tall Cabinet	1	30x19x84	Casework: Gray Nebul Nevamar		
<b>Work/Copy/Kitchen - NOTHING IS MOVING</b> 	1. Table	1	48x30x28	Wood top with black frame	Scuffed	
<b>Secure File Storage - NOTHING IS MOVING</b> 	NO FURNITURE MOVING FROM SECURE FILE STORAGE					

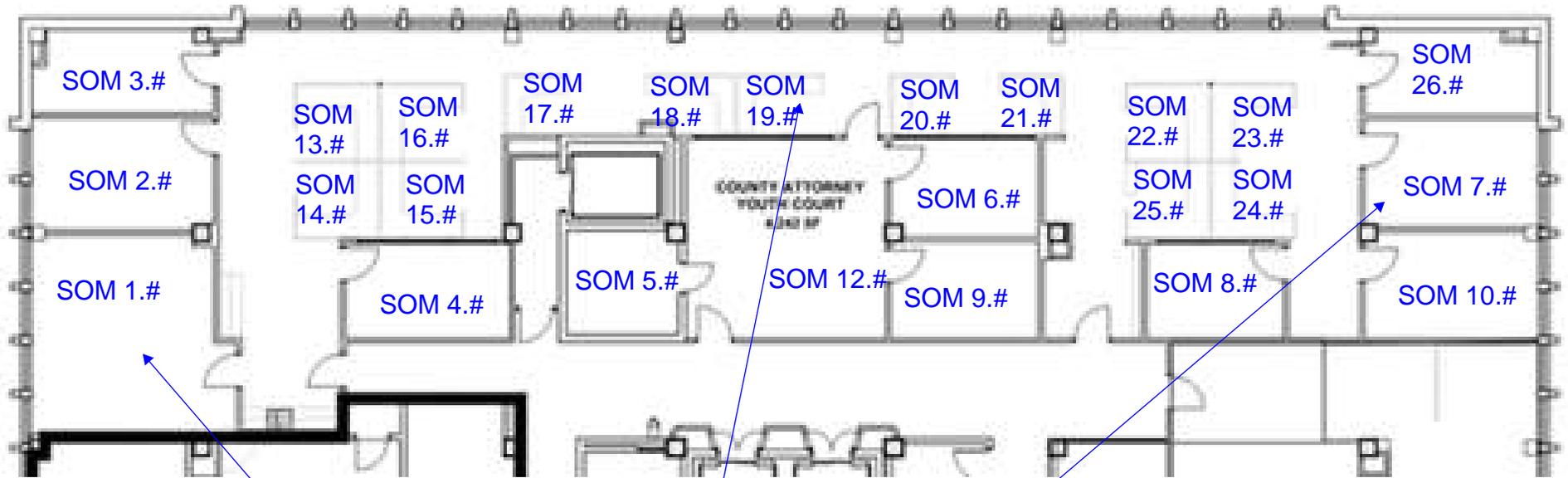
ROOM SKETCH	ITEM	QUANTITY	DIMENSION (W x D x H)	COLOR	QUALITY	NOTES
<b>Office (Executive) - HR.exa.#</b> 	1. Bookcase	1	36wx13dx41.5h	Honey Wood		
	2. File	1	18wx25dx29h	Almond		
	3. Bookcase	1	36wx13dx41.5h	Honey Wood		
	4. Table	1	36 radiusx29h	Almond top with black silver frame		
	5. Wood Chairs	3				
	6. Task Chair	1				Without Arms
	7. Wood Chair	1				
	8. File (back of desk)	1	35.5x22.5x29	Reddish Wood		
	9. Desk Front	1	72x41x29.5	Reddish Wood		
	10. Return	1	47x24x29,5	Reddish Wood		
	11. Upper	1	47x15x36	Reddish Wood		
	12. Side table/desk	1	42x24x27	Dark wood with black frame		
<b>Office (Manager) - HR.MA.#</b> 	1. Bookcase	1	36x12x48	Dark Brown		
	2. File	1	18x30x29.5	Almond		
	3. Desk	1	72x24x30	Dark Red Wood		
	4. Upper	1	72x15x37	Dark Red Wood		Won't make the move
	5. Desk Front	1	72x36x30	Dark Red Wood		Won't make the move

ROOM SKETCH	ITEM	QUANTITY	DIMENSION (W x D x H)	COLOR	QUALITY	NOTES
<b>Office Manager - HR.MB.#</b> 	1. Bookcase	1	36x13x71	Red Wood		
	2. Desk Front	1	72x36x30	Red wood with black frame		
	3. Desk Return	1	60x24x30	Red wood with black frame		
	4. Upper	1	48x14.5x17	Red wood with black frame		
	5. File	1	36x24x30	Red wood with black frame		
	6. Task Chair	1		Blue seat/mesh back	Stained	Without arms
	7. Task Chair	1			Worn seat/broke	Arms
	8. Guest Chair	1		Wood frame/leather		
<b>Office Manager - HR.MC.#- image on next page</b> 	1. Bookcase	1	36x15x65	Dark Rich Red Cherry		
	2. Desk Front	1	72x48(36)x29	Dark Rich Red Cherry		
	3. Return	1	47.5x24x29	Dark Rich Red Cherry		
	4. Upper (wall)	1	47x15.5x17	Dark Rich Red Cherry		
	5. Task Chair	1			Terrible Shape	
	6. Guest Chair	2			Black frame with blue fabric	

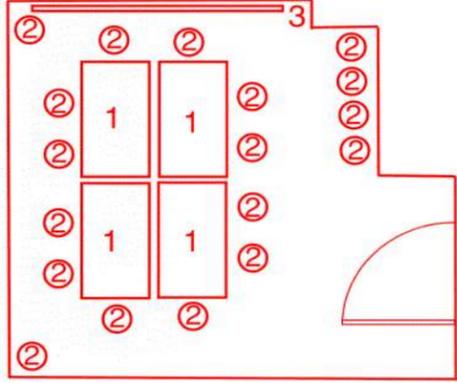
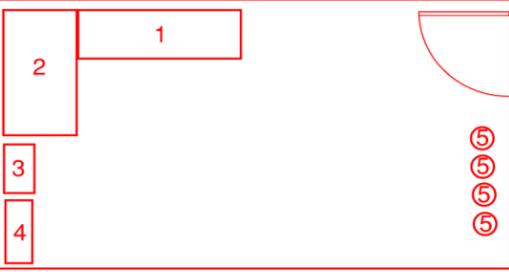
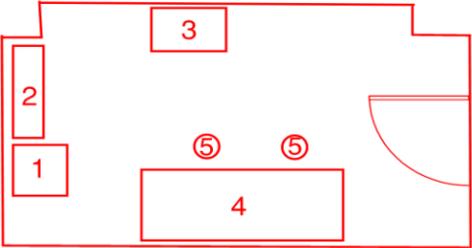
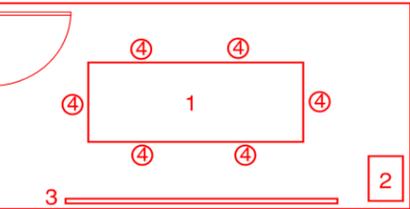
ROOM SKETCH	ITEM	QUANTITY	DIMENSION (W x D x H)	COLOR	QUALITY	NOTES
<b>Office (Executive) - HR.EB.#</b> 	1. Table	1	42Rx29	Honey Oak		
	2. Storage	1	33x13x58.5	Gray metal and glass		
	3. TV	1	60 inch (53x30)			
	4. Bookcase	1	36wx12x42	Honey Oak		
	5. Back Desk	1	72x24x30	Honey Oak		
	6. Front Desk	1	72x36x30	Honey Oak		
	7. File	1	18wx26x29	Almond		2 drawer
	8. File	1	18x26x52	Dark Almond		4 drawer
	9. Guest Chair	3		Wood frame with light faded upholstery		
	10. Task Chair	1		Dark Blue Upholstery with black	Black arm caps peeling	
	11. Guest Chair	4		Wood frame and tweed blue		
	12. Bookcase	1	32x12x42	Honey Oak		
<b>Open Office-Upper Storage</b> 	1. Rolling Metal Racks	6	48x18.5x76.5	Silver Metal		
	2. Metal Shelves	1 (big)	75x84x12	Antique looking		
	3. Bookcase	2	28.5x9.5x68	Medium Oak		
	4. Folding Table	6	72x19x?	Dark wood with black frame		
	5. Folding Table	4	72x18	Dark wood with brown frame		
	6. Folding Table	2	72x30	Dark wood with brown frame		
	7. Bookcase	1	36x12x60	Wood		
	8. Shelves	2	36.5x18.5x72	Metal circle tabs shelves		
	9. Metal Shelves	1	36x25x62	Metal		

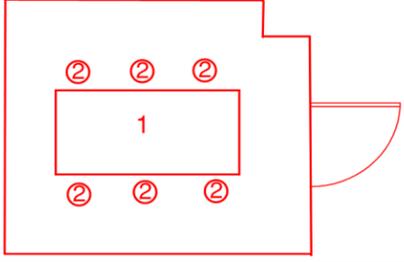
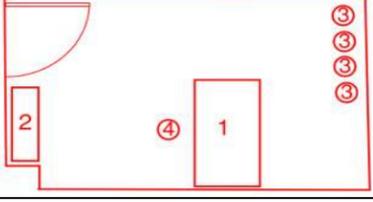
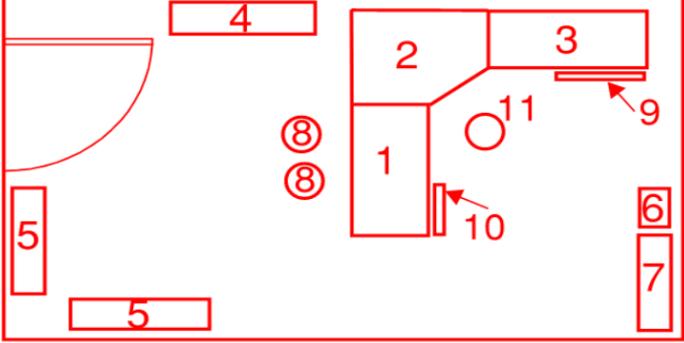
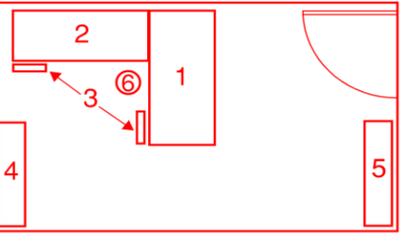
ROOM SKETCH	ITEM	QUANTITY	DIMENSION (W x D x H)	COLOR	QUALITY	NOTES
<b>Room 217</b> Most items move to storage room 217 or shared conference room 234. Consult with owner.	1. Flip Flop Tables	6	71x24x29	Wood top with black frame		
	2. Book case	1	36x12x28.5	Honey Wood		
	3. Table	1	60x24x29	Dark almond frame with beige top		
	4. 60' TV	1				

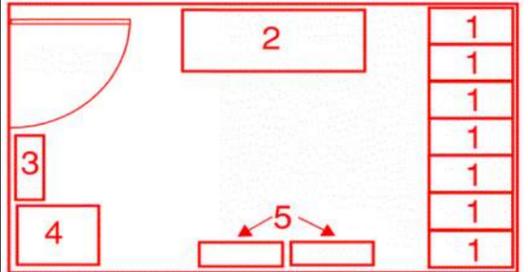
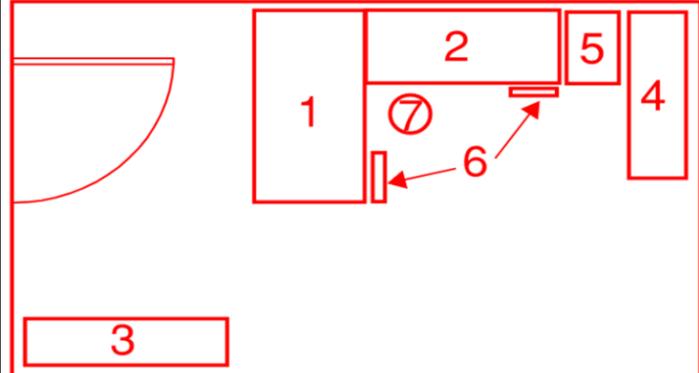
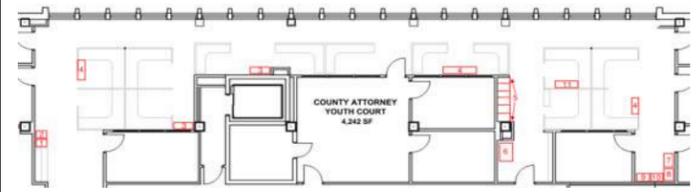
# Existing State of Montana Furniture - NTS

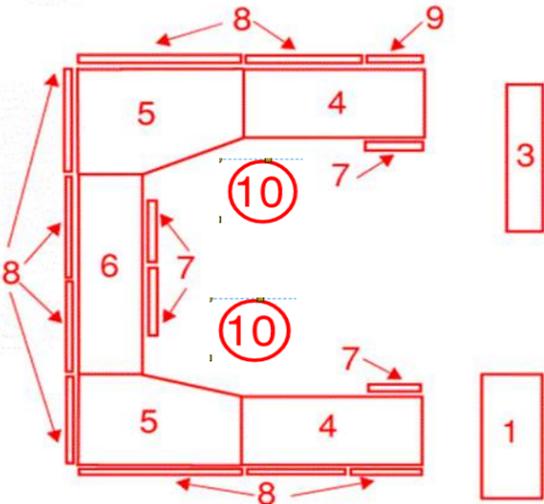
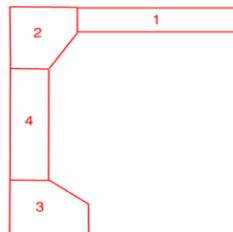
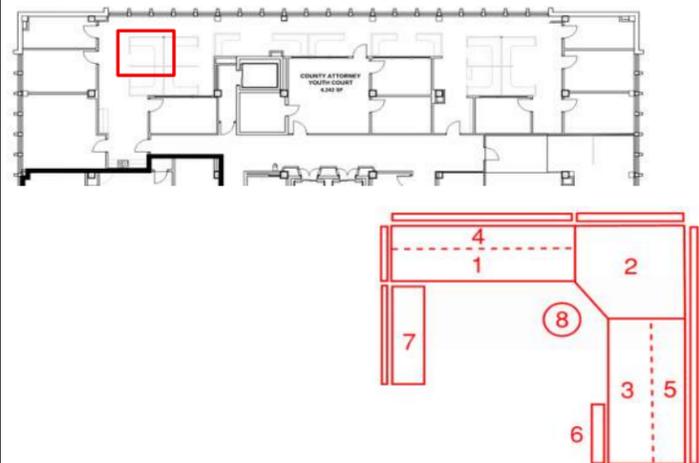


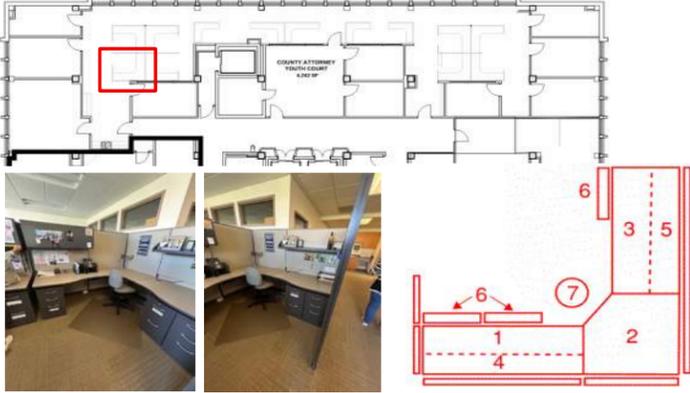
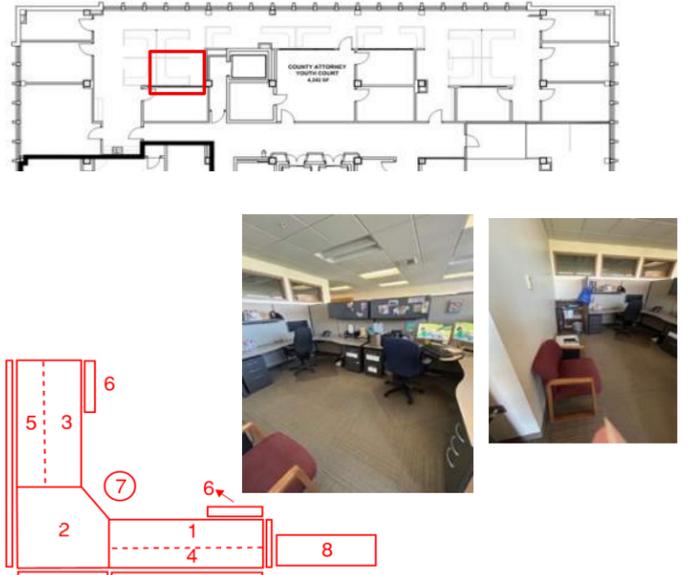
See Furniture Inventory for more images and exact cubicle layouts. More photos available on request.

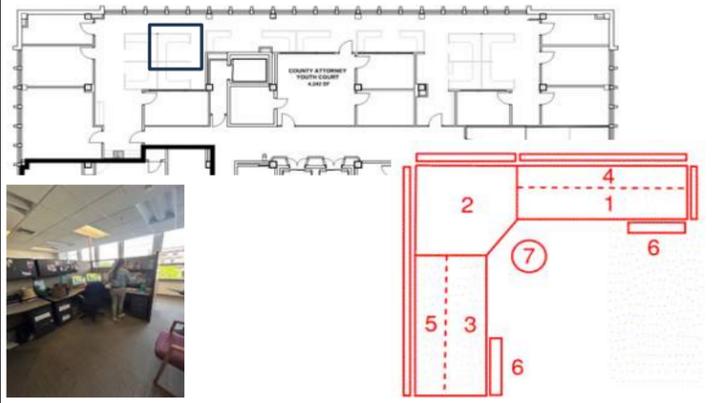
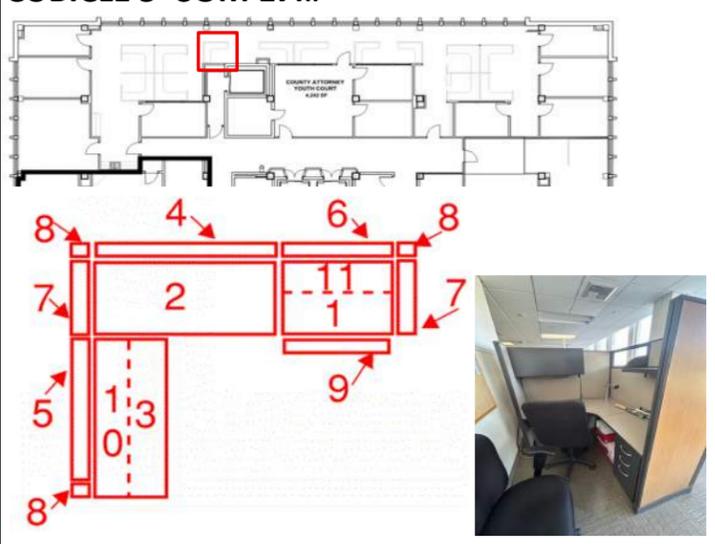
ROOM SKETCH	ITEM	QUANTITY	DIMENSION (W x D x H)	QUALITY/NOTES	
<b>STATE OF MONTANA</b>					
<b>LARGE CONFERENCE ROOM - SOM 1.#</b> 	1. Table	4	30" W x 60" D x 29 1/4" H	Plastic folding tables	
	2. Guest Chair	19	21 1/2" W x 25" D x 34" H	Red upholstery	
	3. Whiteboard	1	96" W x 48" D		
<b>TARAS OFFICE - SOM 2.#</b> 	1. Desk	1	72" W x 36" D		
	2. Desk Front	1	49" W x 24" D		
	3. File	1	42" W x 19" D x 53" H	Lateral	
	4. Bookcase	1	48" W x 14" D x 72" H		
	5. Guest Chairs	4	21 1/2" W x 25" D x 34" H	Upholstered	
<b>BREAKROOM - SOM 3.#</b> 	1. Fridge	1	33" W x 30" D x 66" H	Single door, stacked freezer	
	2. Cabinet/File	1	36" W x 24" D x 71" H	Metal, dual door opening	
	3. Shredder	1	18" W x 17" D x 32" H	Old and yellowing	
	4. Table	1	72" W x 36" D x 29 1/2" H		
	5. Guest Chairs	2	21 1/2" W x 25" D x 34" H	Red upholstered	
<b>SMALL CONFERENCE ROOM - SOM 4.#</b> 	1. Conference Table	1	95 1/2" W x 43 1/2" D		
	2. Table	1	17" W x 16" D x 28" H	Wood	
	3. Whiteboard	1	72" W x 48 1/2" L	Wall mounted	
	4. Guest Chairs	6	21 1/2" W x 25" D x 34" H	Blue upholstered without arms	

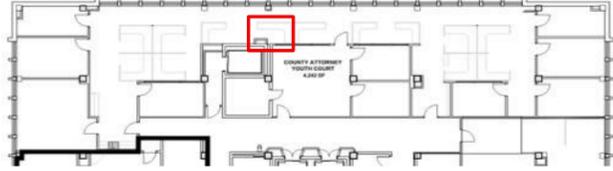
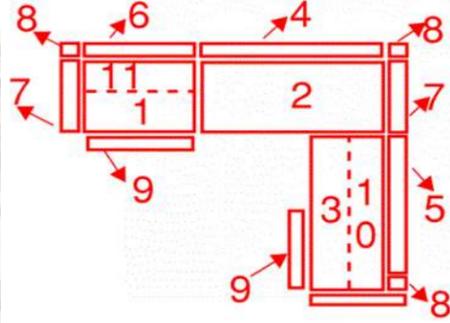
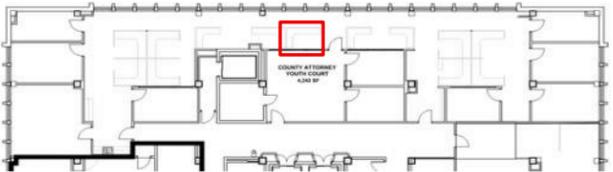
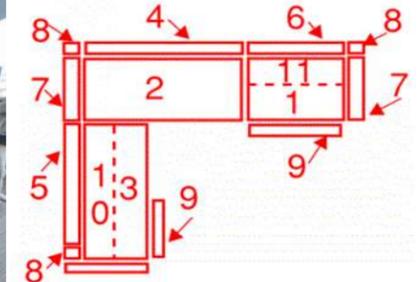
ROOM SKETCH	ITEM	QUANTITY	DIMENSION (W x D x H)	QUALITY/NOTES	
<b>FUN PAINT ROOM/CALM ROOM - SOM 5.#</b> 	1. Conference Table	1	72" W x 36" D x 29" H		
	2. Guest Chairs	6	21 1/2" W x 25" D x 34" H	Upholstered	
<b>HEARINGS OFFICE - SOM 6.#</b> 	1. Table	1	66" W x 30" D x 29 1/2" H		
	2. Bookcase	1	36" W x 12" D x 36" H		
	3. Guest Chair	4	21 1/2" W x 25" D x 34" H	Upholstered	
	4. Task Chair	1		Black leather	
<b>BRONCO OFFICE - SOM 7.#</b> 	1. Desk Front	1	48" W x 24" D		
	2. Corner	1	36"		
	3. Desk Return	1	60" W x 24" D		
	4. Bookcase	1	30" W x 12" D x 72" H		
	5. Bookcase	2	32" W x 12" D x 42" H		
	6. File	1	15" W x 23" D x 26 1/2" H		
	7. File	1	42" W x 19" D x 20" H	Lateral	
	8. Guest Chairs	2	21 1/2" W x 25" D x 34" H		
	9. Under desk file	1	36" W x 24" D		
	10. Under desk file	1	15" W x 24" D		
	11. Task Chair	1			
<b>OFFICE - SOM 8.#</b> 	1. Desk Front	1	68 1/2" W x 30" D x 30" H		
	2. Desk Return	1	48" W x 28" D x 26 1/2" H		
	3. Under desk file	2	15" W		
	4. Bookcase	1	36" W x 12" D x 60" H		
	5. File	1	36" W x 19 1/2" D x 53" H		
	6. Task Chair	1			

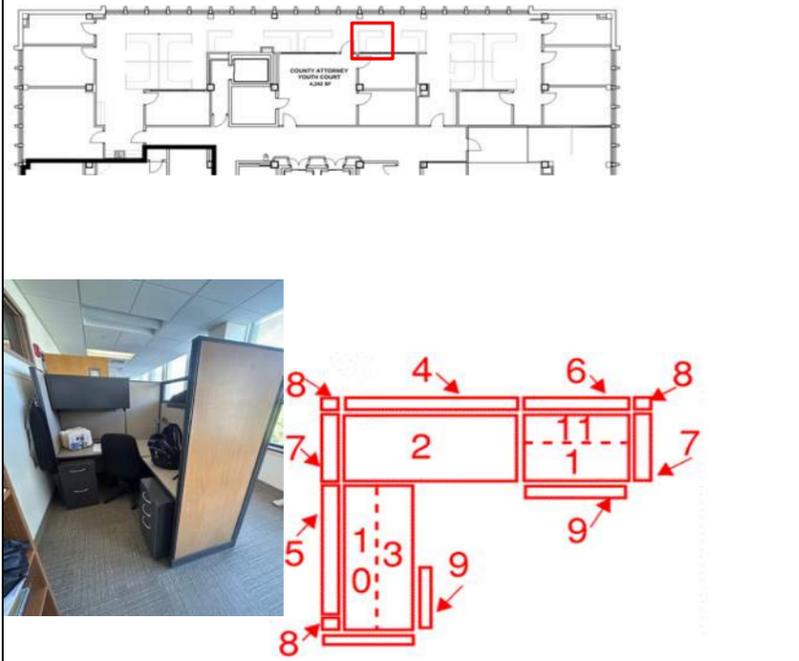
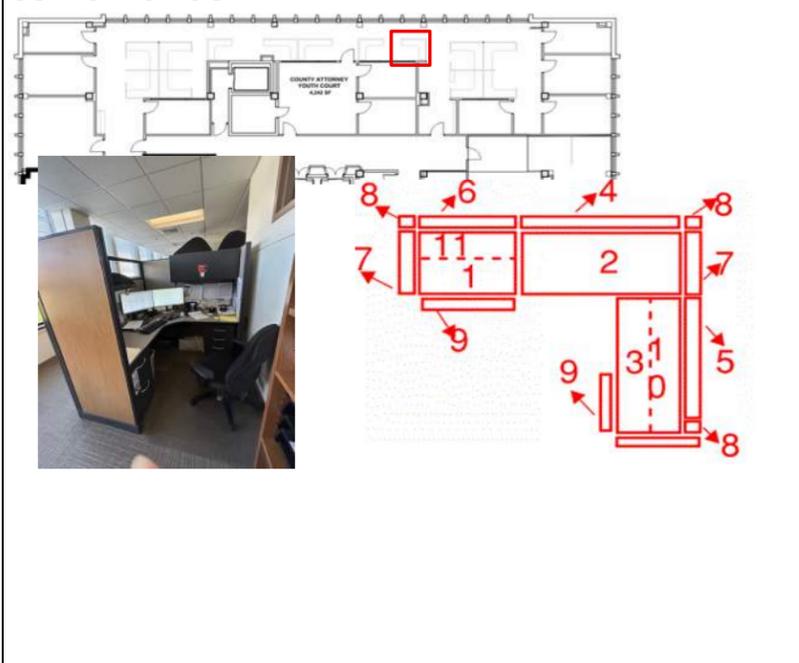
ROOM SKETCH	ITEM	QUANTITY	DIMENSION (W x D x H)	QUALITY/NOTES
<b>STORAGE - SOM 9.#</b> 	1. Filing Cabinets	7	15" W x 29" D x 60" H	
	2. Table	1	60" W x 30" D x 28" H	
	3. Table	1	29" W x 16" D x 25 1/2" H	
	4. Fridge	1	19 1/2" W x 24" D x 34" H	Mini fridge
	5. Bookcase	2	32" W x 12" D x 42" H	
<b>OFFICE - SOM 10.#</b> 	1. Desk Front	1	70" W x 30" D x 29 1/2" H	
	2. Desk Return	1	48" W x 31" D	
	3. File	1	42" W x 19 1/2" D x 53" H	Lateral
	4. Table	1	30" W x 18" D x 26 1/2" H	
	5. Storage Piece	1	12" W x 30" D x 30" H	
	6. Under desk file	2	15" W	
	7. Task Chair	1		
	8. Guest Chairs	2		
<b>OPEN OFFICE MISC - SOM 11.#</b> 	1. Table	1	22" W x 36" D x 30" H	
	2. Table	1	18" W x 32" D x 26" H	
	3. Bookcase	2	32" W x 12" D x 42" H	
	4. Bookcase	3	36" W x 12" D x 60" H	
	5. Filing Cabinets	6	15" W x 29" D x 60" H	
	6. Printer	1	51" W x 36" D x 4" H	4'+ tall with top open
	7. Bookcase	1	36" W x 12" D x 48" H	
	8. Bookcase	1	32" W x 12" D x 42" H	
	9. Table	1	42" W x 30" D x 27" H	
	10. Fridge	1	28" W x 30" D x 63" H	

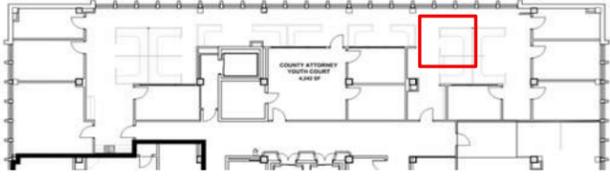
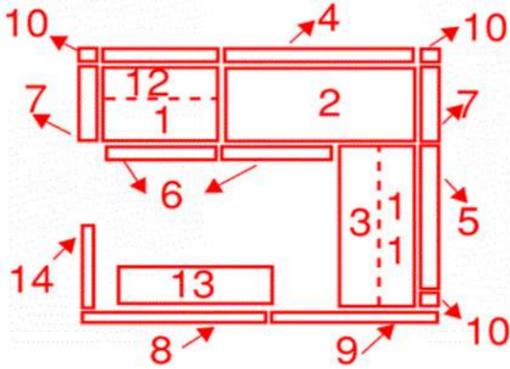
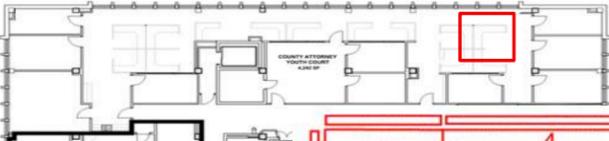
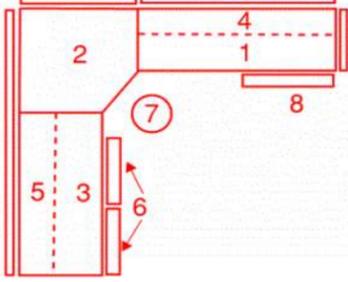
ROOM SKETCH	ITEM	QUANTITY	DIMENSION (W x D x H)	QUALITY/NOTES
<b>RECEPTION - SOM 12.# - Only Task Chairs to Move</b> 	1. Table with printer	1	48" W x 24" D x 26 1/2" H	
	2. Printer	1	17" W x 19" D x 25" H	Sits on top of table 1
	3. Bookcase	1	36" W x 12" D x 42" H	
	4. Desk Front	2	60" W	
	5. Corner	2	36"	
	6. Desk middle	1	72" W	
	7. Under desk file	4	15" W	
	8. 36" panel	9		
	9. 24" Panel	1		
	10. Task Chair	2		
<b>RECEPTION - POS COUNTER</b> 	1. Long Counter	1	60" W x 15" D	
	2. Corner (Big)	1	45"	
	3. Corner (small)	1	36"	
	4. Middle	1	72" W x 15" D	
<b>CUBICLE 1 - SOM 13.#</b> 	1. Desk Front	1	48" W x 24" D	
	2. Corner	1	42"	
	3. Desk Return	1	42" W x 24" D	
	4. Shelf	1	48"	Above desk
	5. Cabinet	1	48"	Above desk - closing door
	6. File	1	15" W x 24" D x 26.5" H	Under desk
	7. Bookcase	1	36" W x 12" D x 60" H	
	8. Task Chair	1		

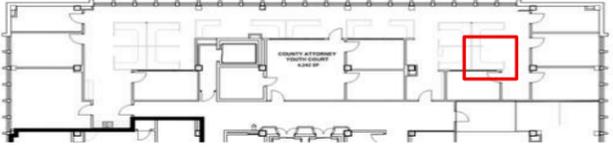
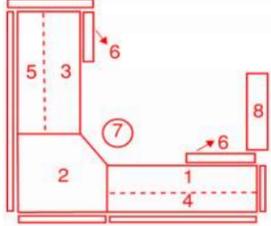
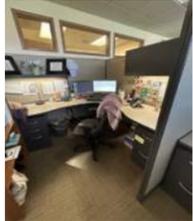
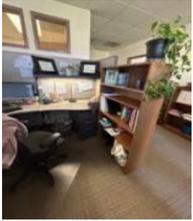
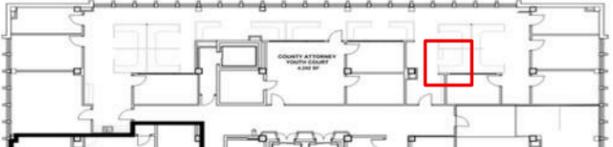
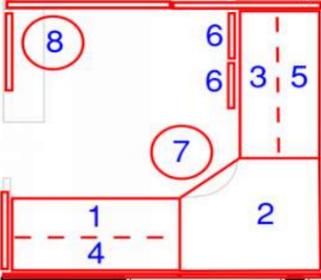
ROOM SKETCH	ITEM	QUANTITY	DIMENSION (W x D x H)	QUALITY/NOTES
<b>CUBICLE 2 - SOM 14.#</b> 	1. Desk Front	1	48" W x 24" D	
	2. Corner	1	42"	
	3. Desk Return	1	42" W x 24" D	
	4. Shelf	1	48"	Above desk
	5. Cabinet	1	48"	Above desk - closing door
	6. File	3	15" W x 24" D x 26.5" H	Under desk
	7. Task Chair	1		
<b>CUBICLE 3 - SOM 15.#</b> 	1. Desk Front	1	48" W x 24" D	
	2. Corner	1	42"	
	3. Desk Return	1	42" W x 24" D	
	4. Shelf	1	48"	Above desk
	5. Cabinet	1	48"	Above desk - closing door
	6. File	2	15" W x 24" D x 26.5" H	Under desk
	7. Task Chair	1		
	8. Bookcase	1	32" W x 12" D x 42" H	

ROOM SKETCH	ITEM	QUANTITY	DIMENSION (W x D x H)	QUALITY/NOTES
<b>CUBICLE 4 - SOM 16.#</b> 	1. Desk Front	1	48" W x 24" D	
	2. Corner	1	42"	
	3. Desk Return	1	42" W x 24" D	
	4. Shelf	1	48"	Above desk
	5. Cabinet	1	48"	Above desk - closing door
	6. File	2	15" W x 24" D x 26.5" H	Under desk
	7. Task Chair	1		
<b>CUBICLE 5- SOM 17.#</b> 	1. Desk Front	1	30" W x 24" D	
	2. Corner	1	36" W x 24" D	
	3. Desk Return	1	36" W x 24" D	
	4. Large panel with glass	1	36" x 60" H	Glass is 55" H
	5. Large panel without glass	1	36" x 60" H	
	6. Medium panel	1	30" x 60" H	
	7. Small panel	3	24" X 60" H	
	8. 2" Panels	3	2" x 60" H	Cubical corners
	9. File	1	15" W x 24" D x 26.5" H	Under desk
	10. Cabinet	1	36" x 12" (guess)	Above desk, closed door
	11. Shelf	1	30" x 12" (guess)	Above desk

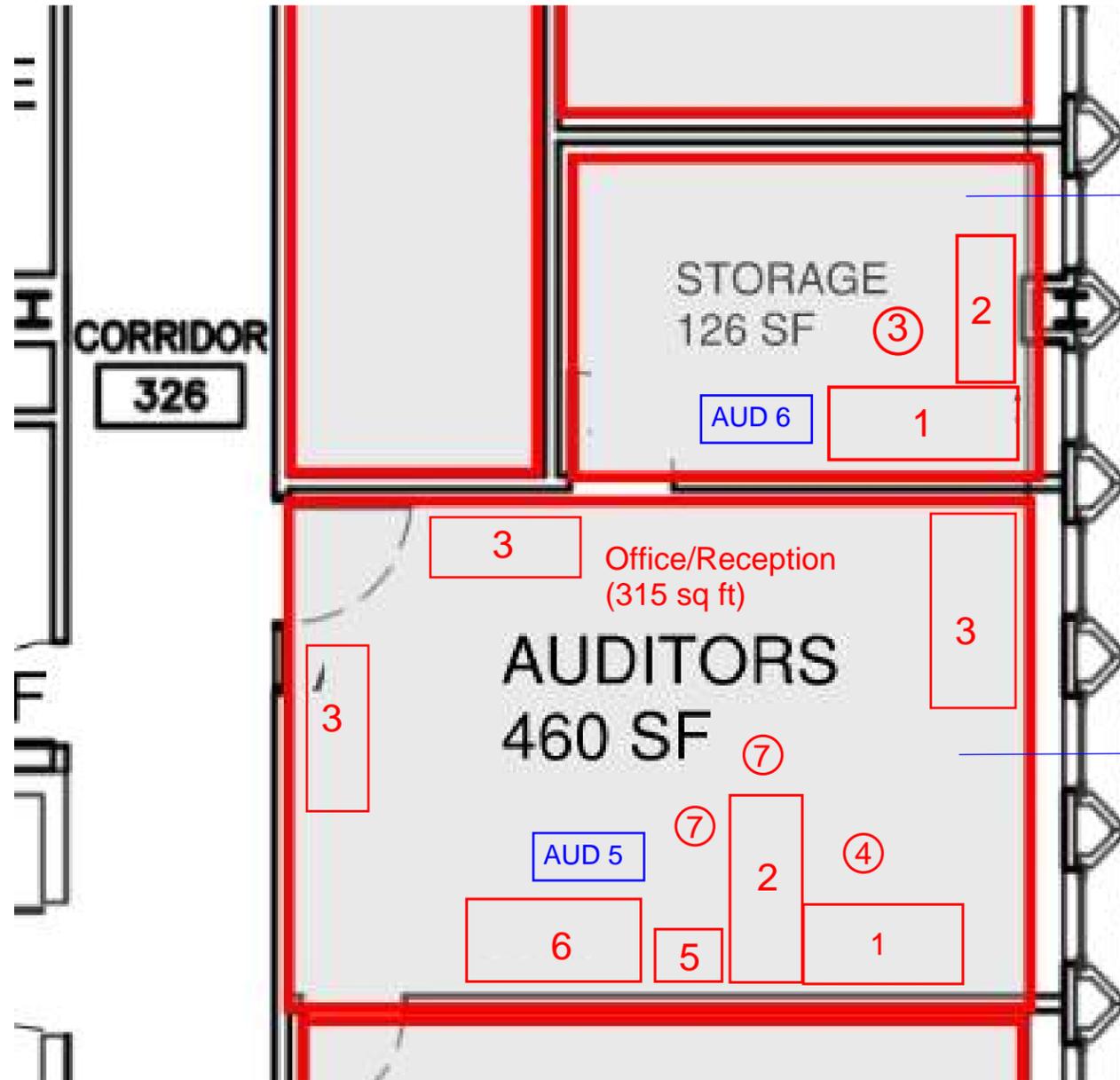
ROOM SKETCH	ITEM	QUANTITY	DIMENSION (W x D x H)	QUALITY/NOTES
<b>CUBICLE 6- SOM 18.#</b>   	1. Desk Front	1	30" W x 24" D	
	2. Corner	1	36" W x 24" D	
	3. Desk Return	1	36" W X 24" D	
	4. Large panel with glass	1	36" x 60" H	Glass is 55" H
	5. Large panel without glass	1	36" x 60" H	
	6. Medium panel	1	30" x 60" H	
	7. Small panel	3	24" X 60" H	
	8. 2" Panels	3	2" x 60" H	Cubical corners
	9. File	2	15" W x 24 " D x 26.5" H	Under desk
	10. Cabinet	1	36" x 12" (guess)	Above desk, closed door
	11. Shelf	1	30" x 12" (guess)	Above desk
<b>CUBICLE 7 - SOM 19.#</b>   	1. Desk Front	1	30" W x 24" D	
	2. Corner	1	36" W x 24" D	
	3. Desk Return	1	36" W X 24" D	
	4. Large panel with glass	1	36" x 60" H	Glass is 55" H
	5. Large panel without glass	1	36" x 60" H	
	6. Medium panel	1	30" x 60" H	
	7. Small panel	3	24" X 60" H	
	8. 2" Panels	3	2" x 60" H	Cubical corners
	9. File	2	15" W x 24 " D x 26.5" H	Under desk
	10. Cabinet	1	36" x 12" (guess)	Above desk, closed door
	11. Shelf	1	30" x 12" (guess)	Above desk

ROOM SKETCH	ITEM	QUANTITY	DIMENSION (W x D x H)	QUALITY/NOTES
<p><b>CUBICLE 8 - SOM 20.#</b></p> 	1. Desk Front	1	30" W x 24" D	
	2. Corner	1	36" W x 24" D	
	3. Desk Return	1	36" W X 24" D	
	4. Large panel with glass	1	36" x 60" H	Glass is 55" H
	5. Large panel without glass	1	36" x 60" H	
	6. Medium panel	1	30" x 60" H	
	7. Small panel	3	24" X 60" H	
	8. 2" Panels	3	2" x 60" H	Cubical corners
	9. File	2	15" W x 24 "D x 26.5" H	Under desk
	10. Cabinet	1	36" x 12" (guess)	Above desk, closed door
	11. Shelf	1	30" x 12" (guess)	Above desk
<p><b>CUBICLE 9 - SOM 21.#</b></p> 	1. Desk Front	1	30" W x 24" D	
	2. Corner	1	36" W x 24" D	
	3. Desk Return	1	36" W X 24" D	
	4. Large panel with glass	1	36" x 60" H	Glass is 55" H
	5. Large panel without glass	1	36" x 60" H	
	6. Medium panel	1	30" x 60" H	
	7. Small panel	3	24" X 60" H	
	8. 2" Panels	3	2" x 60" H	Cubical corners
	9. File	2	15" W x 24 "D x 26.5" H	Under desk
	10. Cabinet	1	36" x 12" (guess)	Above desk, closed door
	11. Shelf	1	30" x 12" (guess)	Above desk

ROOM SKETCH	ITEM	QUANTITY	DIMENSION (W x D x H)	QUALITY/NOTES
<b>CUBICLE 10 - SOM 22.#</b>   	1. Desk Front	1	48" W x 24" D	
	2. Corner	1	42"	
	3. Desk Return	1	42" W x 24" D	
	4. Shelf	1	48"	Above desk
	5. Cabinet	1	48"	Above desk - closing door
	6. File	2	15" W x 24" D x 26.5" H	Under desk
	7. Task Chair	1		
	8. 42" Panel	1	42"	
	9. 48" panel	1	48"	
	10. 2" Panels	3	2" x 60" H	Cubical corners
	11. Cabinet	1	36" x 12" (guess)	Above desk, closed door
	12. Shelf	1	30" x 12" (guess)	Above desk
	13. Table	1	60" W x 24" D	Need to check if this is a stand alone or attached to cubical wall
	14. 24" Panel	1	24"	
<b>CUBICLE 11 - S.O.M 23.#</b>   	1. Desk Front	1	48" W x 24" D	
	2. Corner	1	42"	
	3. Desk Return	1	42" W x 24" D	
	4. Shelf	1	48"	Above desk
	5. Cabinet	1	48"	Above desk - closing door
	6. File	2	15" W x 24" D x 26.5" H	Under desk
	7. Task Chair	1		
	8. File	1	Not measured	Lateral

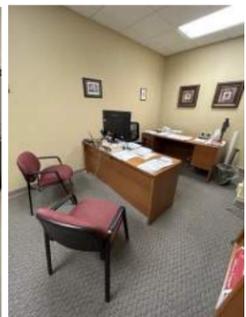
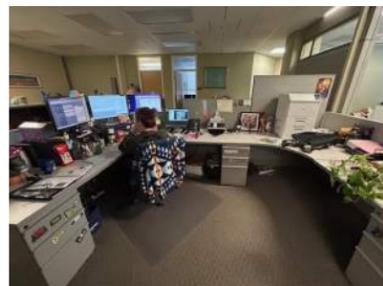
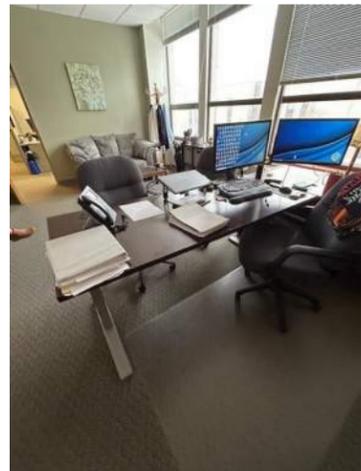
ROOM SKETCH	ITEM	QUANTITY	DIMENSION (W x D x H)	QUALITY/NOTES
<b>CUBICLE 12 - S.O.M 24.#</b>    	1. Desk Front	1	48" x 24"	
	2. Corner	1	42"	
	3. Desk Return	1	42" x 24"	
	4. Shelf	1	48"	Above desk
	5. Cabinet	1	48"	Above desk - closing door
	6. File	2	15" x 24 " x 26.5"	Under desk
	7. Task Chair	1		
	8. Bookcase	1	36" x 12" x 60"	
<b>CUBICLE 13 - S.O.M 25.#</b>   	1. Desk Front	1	48" x 24"	
	2. Corner	1	42"	
	3. Desk Return	1	42" x 24"	
	4. Shelf	1	48"	Above desk
	5. Cabinet	1	48"	Above desk - closing door
	6. File	2	15" x 24 " x 26.5"	Under desk
	7. Task Chair	1		
	8. Guest Chair	1		Red upholstered
<b>VAULT/STORAGE - S.O.M 26.#</b>	1. File	18		

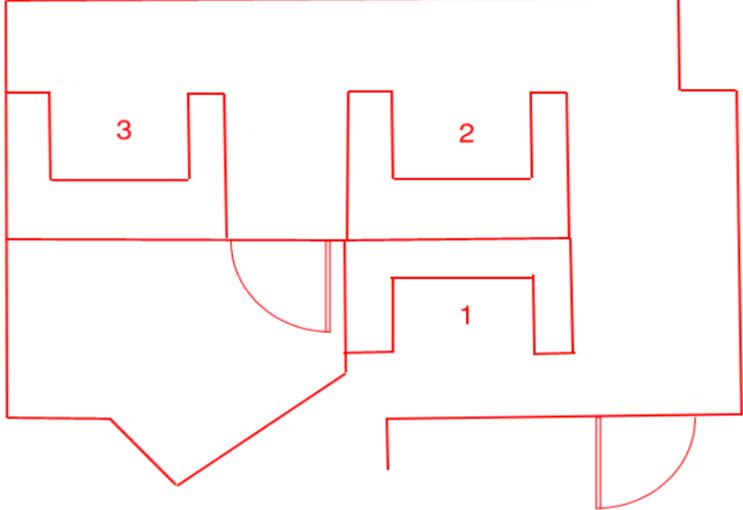
# Existing Auditors Plan - 4/18/2024



ROOM SKETCH	ITEM	QUANTITY	DIMENSION (W x D x H)	COLOR	QUALITY
<b>Auditor - AUD 5.#</b> 	1. Desk Return	1	48x24x29.5	Medium Oak	
	2. Desk Front	1	72x36x29.5	Medium Oak	
	3. Bookcase	3	36x13x41.5		3 shelves
	4. Task Chair	1			
	5. End Table	1	23.5x23.5x27		
	6. Table	1	42x24x26.5		
	7. Guest Chair	2		Blue feld with wood arms	
<b>Auditor - Storage - AUD 6.#</b> 	1. Desk Finish	1	72x36x30	Medium Oak	
	2. Desk Return	1	48x24x30	Medium Oak	
	3. Task Chair	1		Black with mesh back	

# Existing County Attorney Civil Plan - 4/18/2024



ROOM SKETCH	ITEM	QUANTITY	DIMENSION (W x D x H)	COLOR	QUALITY
<b>CA Civil</b>					
<p><b>Storage / Entry</b></p> 	1. Guest Chairs			Blue with black frame and arms	
<p><b>Open Office - CA. C OO.#</b></p> 	1. Corner	2	48 (legs) x 28.5		
	2. Middle	2	48x29.5x28.5		
	3. Desk	1	40x24x32		

**FURNITURE ASSESSMENT**

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ROOM SKETCH	ITEM	QUANTITY	DIMENSION (W x D x H)	COLOR	QUALITY
<b>Open Office - 1</b> 	1. Corner	2	48 (legs) x 28.5		
	2. Middle	2	48x29.5x28.5		
	3. Desk	1	40x24x32	Wood	
<b>Open Office - 2</b> 	1. Corner	2	48 (legs) x 28.5		
	2. Middle	1	48x29.5x28.5		
	3. Desk	2	40x24x32		
<b>Open Office - 3</b> 	1. Corner	2	48 (legs) x 28.5		
	3. Desk	2	40x24x32		
		4	24x29.5		
	5. Closed Storage	1	48x13x15		
	6. Open shelf	1	24x13x7.5		
	7. Task Chair	1		Maroon upholstery with arms	
	8. Task Chair	1		Mesh back with red leather	

**FURNITURE ASSESSMENT**

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ROOM SKETCH	ITEM	QUANTITY	DIMENSION (W x D x H)	COLOR	QUALITY
<b>Office - CA. C 4</b> 		1	33x13x63	Off white - antique	
	2. Spare Desk	1	55x22x28	Glass top with wire frame	
	3. Sit Stand Desk	1	72x30x5.5	Matching dark wood	
	4. Desk Return	1	66x30x29.5	Matching dark wood	
	5. Storage	1	72x24x29.5	Matching dark wood	
	6. File	1	18x29x52	Green metal	
	7. Coffee Table	1	42x19.5x17	Wood and black top	
	8. Loveseat	1	66x40x34	Gray upholstery	
<b>Conference Room - CA C. 5.#</b> 	1. Table	1	120x48 (36)x29.5	Red Wood	
	2. Task Chair	8		Black with mesh	Has arms - one with broken height adjustment
	3. Task Chair	1		Black with mesh	Without arms
	4. Task Chair	1		Black	with arms

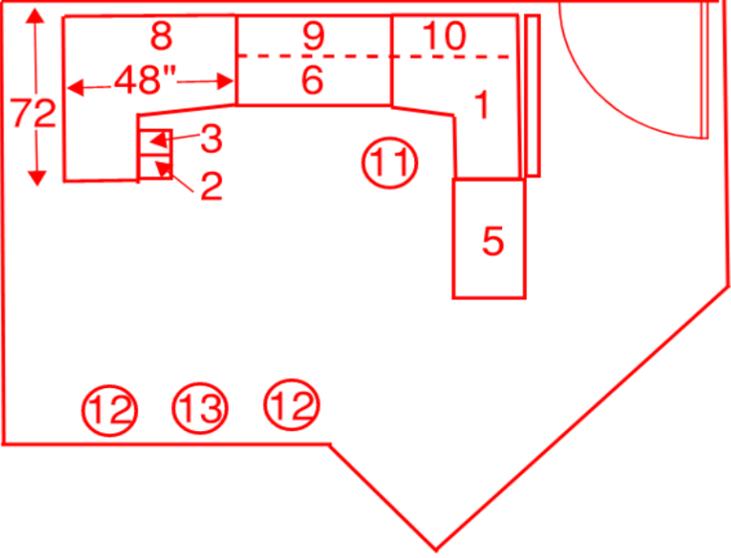
**FURNITURE ASSESSMENT**

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ROOM SKETCH	ITEM	QUANTITY	DIMENSION (W x D x H)	COLOR	QUALITY
<p><b>Office - CA. C 6.#</b></p>	1. Desk	1	72x24x30	Honey Oak	
	2, Back Desk	1	72x36x30	Honey Oak	
	3. Bookcase	1	32x12x36	Honey oak	2 shelves
	4. Task Chair	1		Black with mesh arms	Matches conf.
	5. Guest chair	2		Red with black frame	
<p><b>Storage - nothing is moving</b></p>	1. Bookcase	2	32x12x72	Honey Oak	5 shelves
	2. Desk	1	72x36x29.5	Medium Oak	

ROOM SKETCH	ITEM	QUANTITY	DIMENSION (W x D x H)	COLOR	QUALITY
<p><b>Office - CA. C 8.#</b></p> 	5. End desk	1	48x30x29.5		
	1. Corner	1	24x24x29.5		
	6. Middle	1			
	7. End Piece	1			
	8. Closed Storage	1	48x13x15		
	9. Open shelf	1	24x13x7.5		
	10. Open shelf	1	48x13x7.5		
	11. Task Chair	1		Light blue seat with mesh back	
	12. Wood guest chair	2			
	13. Task chair	1		Mesh back with blue seat and arms	with arms

**FURNITURE ASSESSMENT**

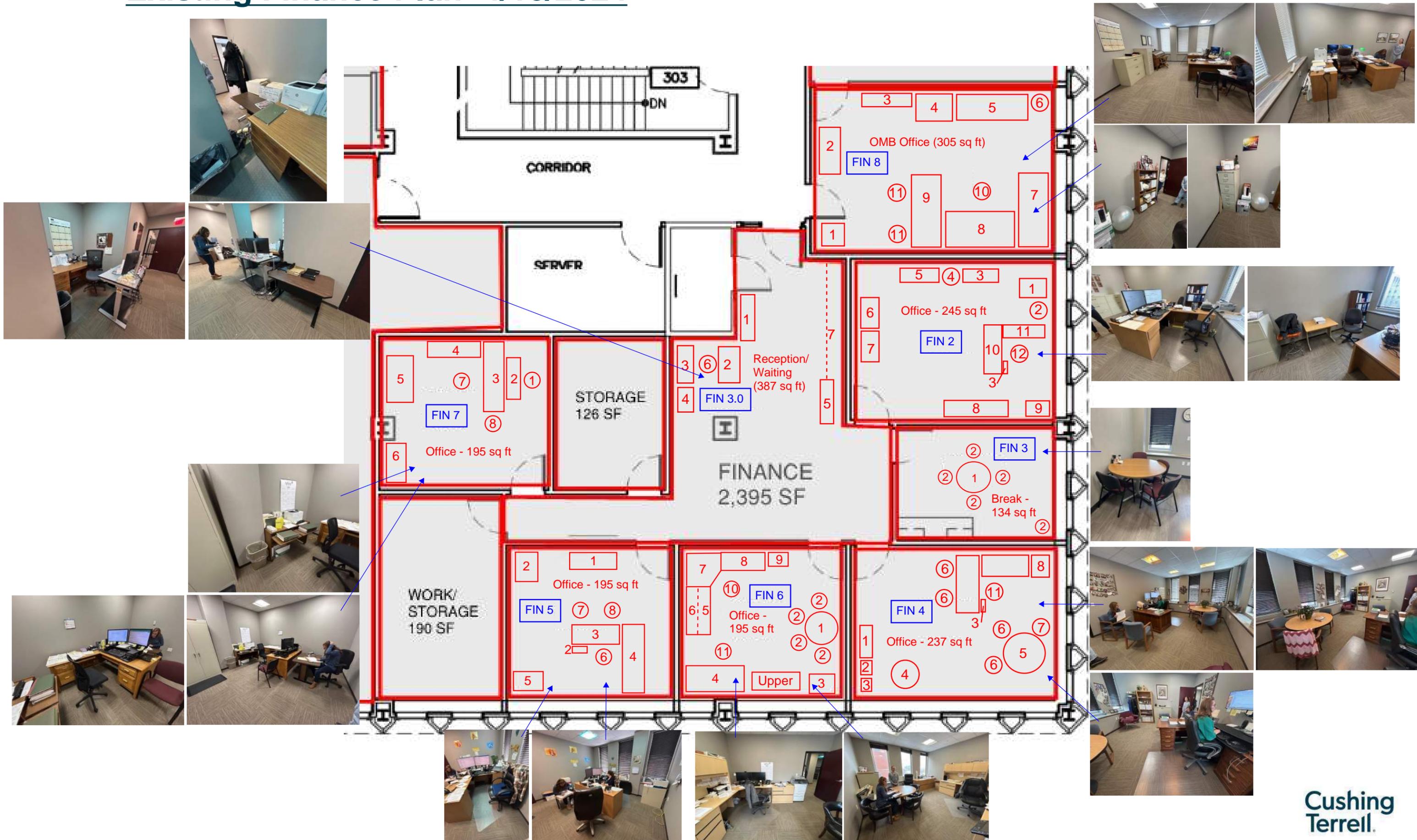
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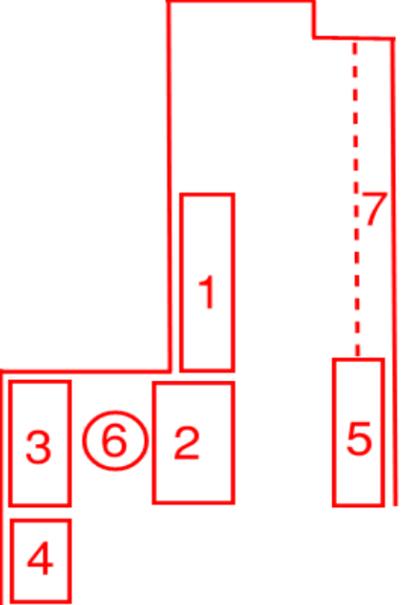


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ROOM SKETCH	ITEM	QUANTITY	DIMENSION (W x D x H)	COLOR	QUALITY
<b>Office - CA. C 9.#</b> 	1. File	1	21x19x30	Wood	2d
	2. Table	1	72x36x29		
	3. Guest Chair	2		Black upholstery with arms and high back	
	4. Desk	1	65x30x30		
	5. Task	1		Mesh back with green leather	
<b>Office - CA. C 10.#</b> 	1. Desk	1	66x30x30	Light gray	
	2. Storage/desk	1	66x18x29	Medium Oak	
	3. Storage (closed)	1	72x24x30	Light gray	
	4. Guest chair	2		Black with low backs	
	5. Task	1		mesh back with black seat and arms	
	6. Task	1			

# Existing Finance Plan- 4/18/2024



ROOM SKETCH	ITEM	QUANTITY	DIMENSION (W x D x H)	COLOR	QUALITY
<b>FINANCE</b>					
<b>Reception/Waiting - FIN 1.#</b>  	1. Table	1	42x24x25.5	Brown top with black frame	
	2. Sit Stand Desk	1	48x24x5.5		2 monitors
	3. Desk	1	72x36x29.5	Wood-Golden oak	2 drawers and pencil tray
	4. Table	1	36x30x27	Brown D.W. with black frame	Has wheels
	5. File Cabinet	1	42x18x41	Almond	3 drawers - lateral
	6. Task Chairs	1		Mesh back with blue seat	Without arms
	7. Cans	3	30.5x15.71.5		

**FURNITURE ASSESSMENT**

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ROOM SKETCH	ITEM	QUANTITY	DIMENSION (W x D x H)	COLOR	QUALITY
<b>Office - FIN 2.#</b> 	1. Bookcase	1	33x12x61	Wood	
	2. Task Chair	1		Black	Has arms
	3. Table	1	36x24x26.5	Golden oak with almond frame	
	4. Retro Chair	1			
	5. File	1	42x19x40.5	Almond	2 door lateral
	6. File	1	42x18x41.5	Almond	2 door lateral
	7. File	1	36x18x41.5	Almond	2 door lateral
	8. Long Shelves	1	74x16.5x31		
	9. Small File	1	15x24x27	Almond with black handles	
	10. Desk Front	1	72x36x30	Golden oak	
	11. Desk Return	1	48x24x30	Golden oak	
	12. Task Chair	1		Black Mesh back	Does not have arms
<b>Break - FIN 3.#</b> 	1. Table	1	48 diam x29.5ish		
	2. Guest Chairs	5		Red upholstery with black frames	With arms

**FURNITURE ASSESSMENT**

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ROOM SKETCH	ITEM	QUANTITY	DIMENSION (W x D x H)	COLOR	QUALITY
<p><b>Office - FIN 4.#</b></p>	1. File	1	42x19x41	Almond	3. DL
	2. Bookcase	1	33x12x7	Honey Wood	6 shelves
	3. Coat Rack	1	24x12x66		
	4. Lounge Chair	1	30x31x30		
	5. Table	1	48 diam x 30	Teak top with black frame	
	6. Guest Chair	4		Blue/pink upholstery with wood arms	
	7. Guest Chair	1		All wood with arms	Has arms
	8. File	1	18.5x22x29.5	Rich wood	2 drawer lateral
	9. Desk Return	1	46x25x29	Connected with desk front	
	10. Desk Front	1	72x37x30	Connected with desk return	
	11. Task Chair	1		Leather with arms	Has arms

**FURNITURE ASSESSMENT**

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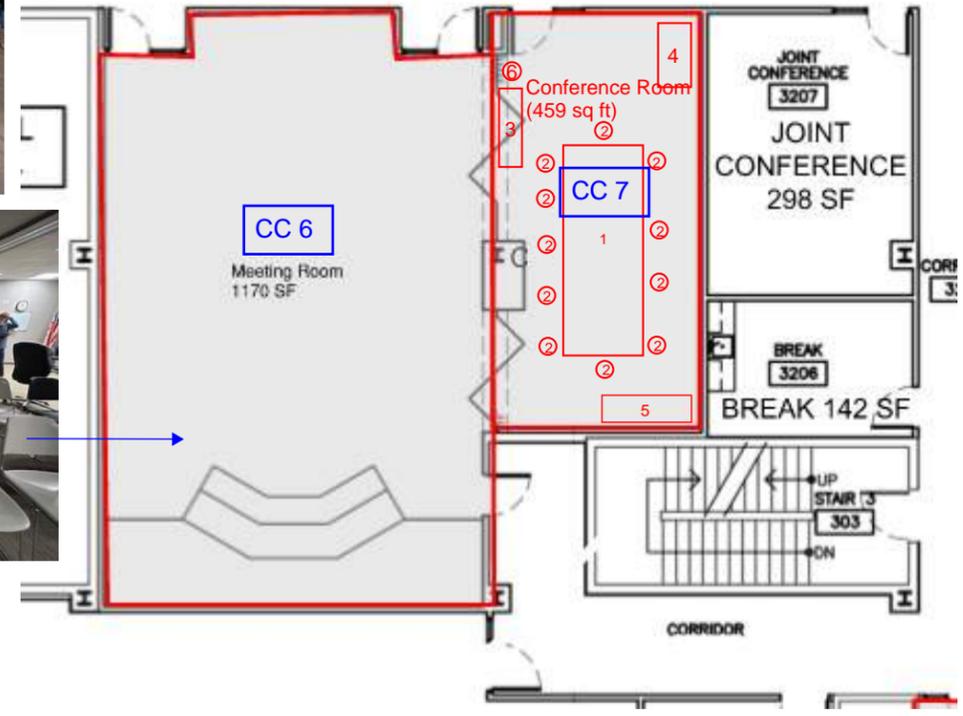
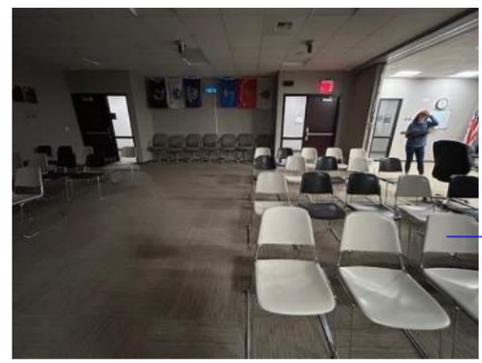
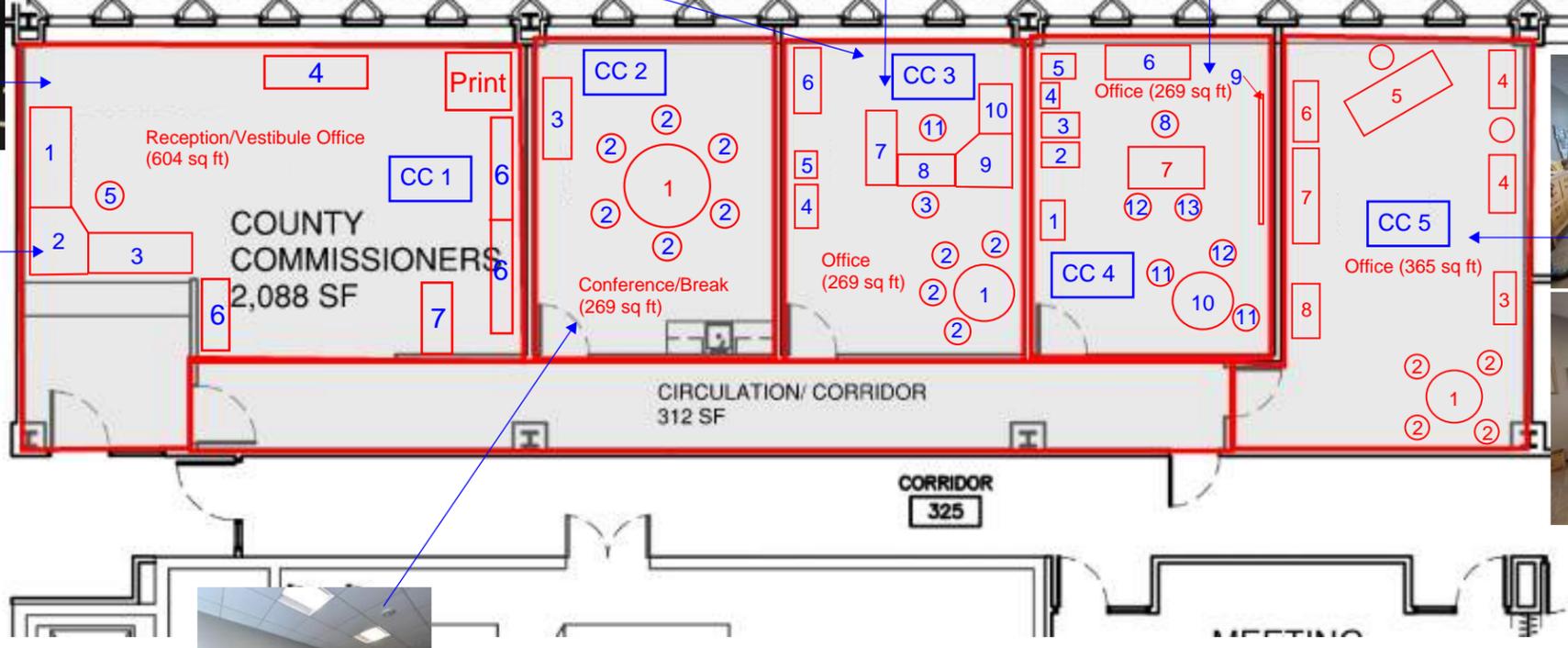
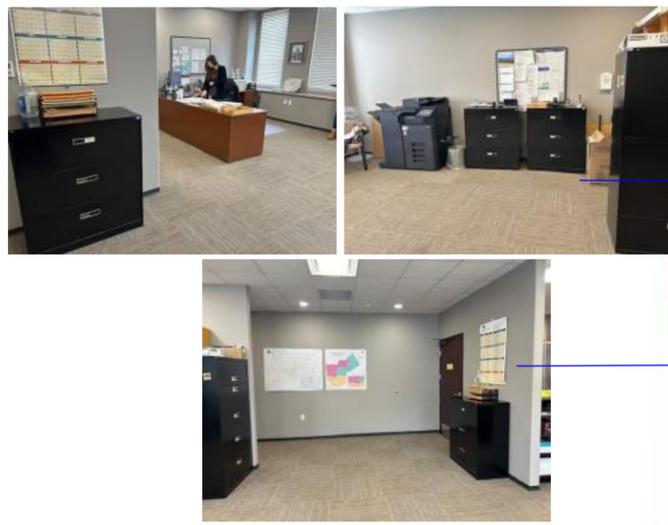
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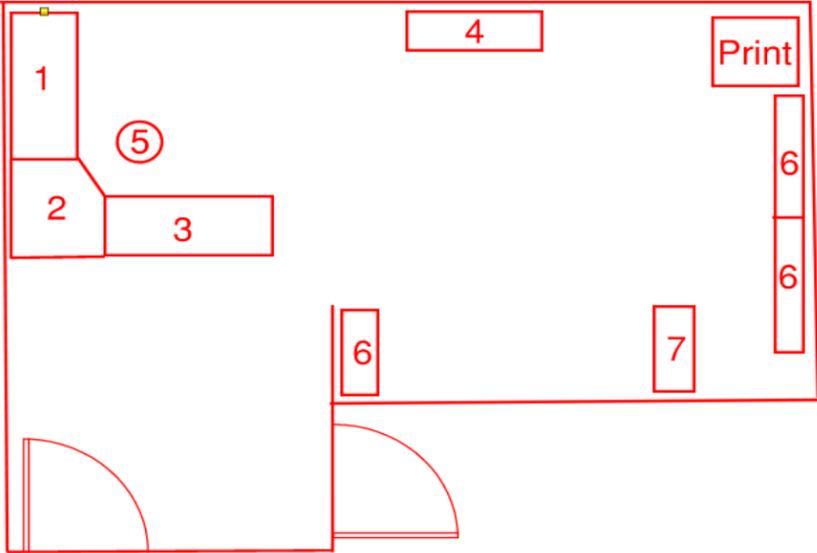
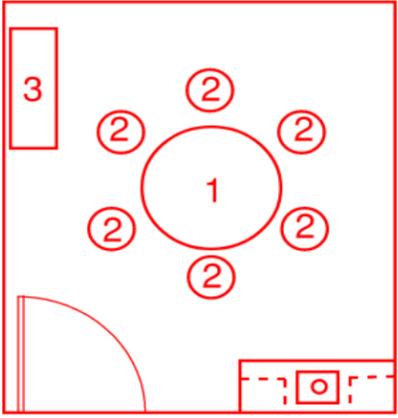
ROOM SKETCH	ITEM	QUANTITY	DIMENSION (W x D x H)	COLOR	QUALITY
<b>Office - FIN 5.#</b> 	1. Bookcase	1	36x12x61	Oak	
	2. File	1	18x27x52	Almond	4 drawer
	3. Desk Front	1	48x24x30	Oak	
	4. Desk Return	1	72x36x30	Oak	
	5. File	1	18x25x29	Almond	2 drawer
	6. Task Chair	1		Black leather	Has arms
	7. Task Chair	1		Brown/Red Leather	
	8, Guest chair	1		Red Upholstery with black frame (matches break room)	
<b>Office - FIN 6.#</b> 	1. Table	1	42 diam x 30	Wood	
	2. Guest chair	4		Black leather with nail head	
	3. File	1	15x25x52	Almond	4 D.L.
	4. File Cabinet	1	72x24x30	Wood	2 stacked - 4 DC
	5. Desk Return	1	70x24x30		
	6. Upper Storage	1	69x15x37		
	7. Corner	1	36 (legs)x24x30		
	8. Desk Front	1	71x24x30		
	10. Task Chair	1		Leather with brown stitching	
	11. Task Chair	1		Leather	Torn on front seat pan

ROOM SKETCH	ITEM	QUANTITY	DIMENSION (W x D x H)	COLOR	QUALITY
<b>Work/Storage - Nothing is Moving</b> 					
<b>Office - FIN 7.#</b> 	1. Task Chair	1		Black	Has arms
	2. Table	1	48x29.5x27.5	Dark wood with black frame	
	3. Desk Front	1	68x33x30	Honey Oak	
	4. Desk Return	1	50x23.5x30	Honey oak	
	5. Table	1	48.5x24x30.5	Dark wood with black frame	Has wheels and pull out tables
	6. Storage Piece	1			Going in storage room
	7. Task Chair	1		Black	Without arms
	8. Guest Chair	1		Red upholstery with black	With arms
<b>Storage - Nothing moving from this space.</b> 	1. Guest Chairs	4		Red upholstery and black frame with arms	With arms
	2. Task Chair	1			Without arms

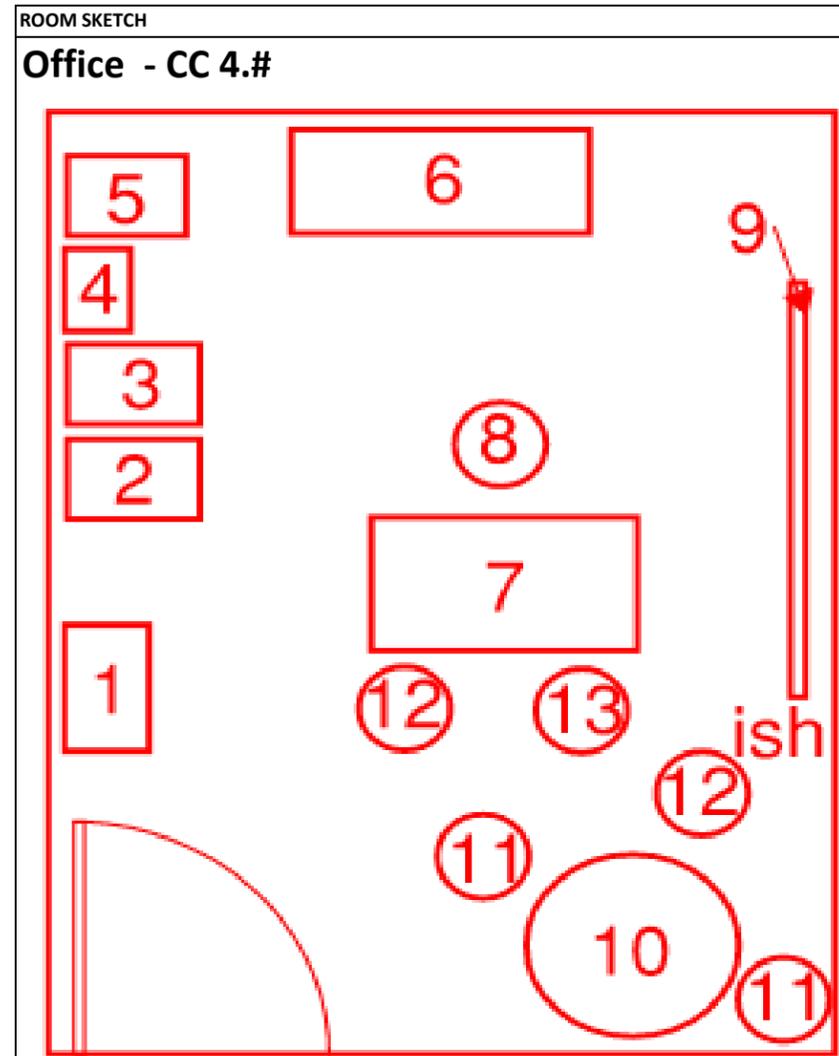
ROOM SKETCH	ITEM	QUANTITY	DIMENSION (W x D x H)	COLOR	QUALITY
<b>OMB Office - OMB 1.#</b> 	1. Coat Closet	1	30x24x84	Wood front doors	
	2. Bookcase	1	36x12x84		5 shelves
	3. Lo file	1	36x18x41	Almond	2 D.L.
	4. File	1	18x26.5x52	Almond	4. D.F.
	5. Roll Top Desk	1	60x32x43		
	6. Chair	1		All wood with arms and wheels	With arms
	7. Desk Return	1	72x24x30	Medium Oak	
	8. Middle	1	42x24x30	Medium Oak	
	9. Desk Front	1	72x30x30		
	10. Task Chair	1		Brown leather and brown wood	
	11. Guest Chairs	2		Red Upholstery with black frame	

# County Commissioners Existing Plan- 04/18/2024



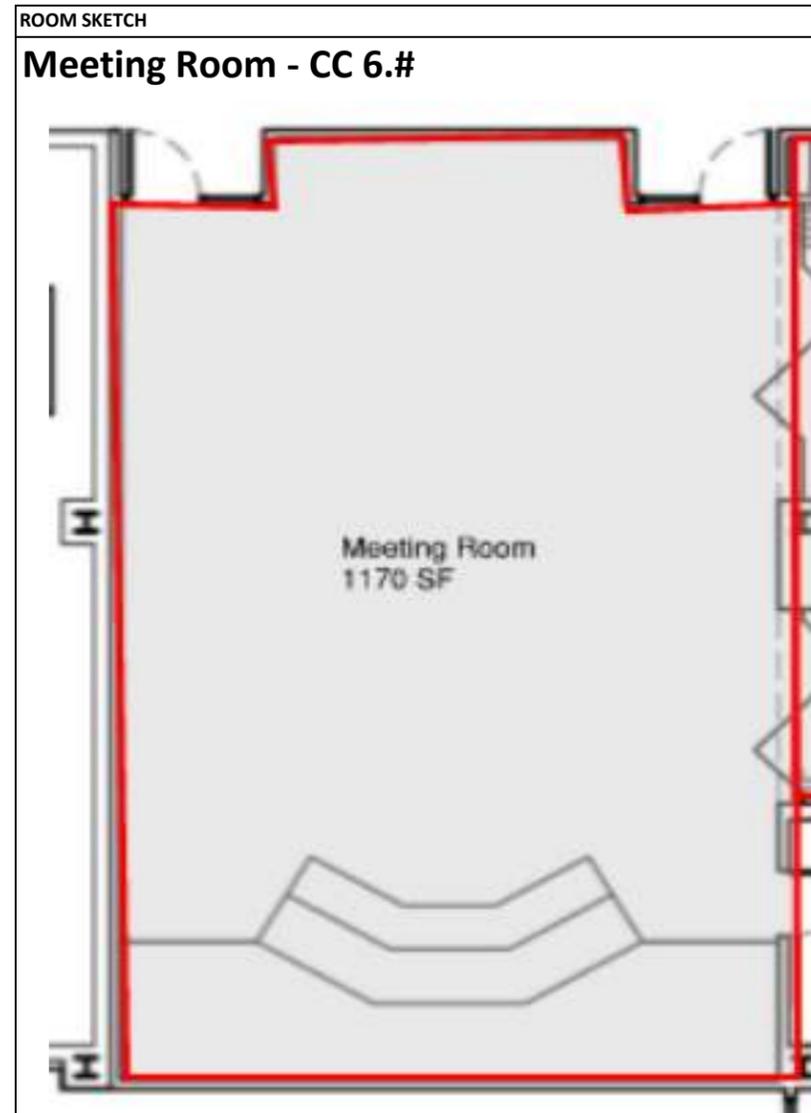
ROOM SKETCH	ITEM	QUANTITY	DIMENSION (W x D x H)	COLOR	QUALITY
<b>COUNTY COMMISSIONERS</b>					
<b>RECEPTION/VESTIBULE/OFFICE - CC.1</b> 	1. Desk Return	1	72x30x29		
	2. Corner	1	42(legs)x42x29		
	3. Desk Front	1	72x30x29		
	4. Table	1	60x18x29	White top with gray frame	On wheels
	5. Task Chair	1		Blue leaf upholstery	Has arms
	6. L. File	3	36x18x41	Black	Maybe lose 1
	7. Tall File	1	36x19x67	Black	S.L. File
<b>Conference Break - CC 2.#</b> 	1. Table	1	72 diam x 30		
	2. Guest Chairs	6		Adobe red with almond arms/frame	
	3. Bookcase		36x12x72		6 shelves

ROOM SKETCH	ITEM	QUANTITY	DIMENSION (W x D x H)	COLOR	QUALITY
<p><b>Office - CC 3.#</b></p>	1. Table	1	47 diam x 30		New
	2. Guest Chairs	4		Black with mesh back	Has arms
	3. Task Chair	1		Red Upholstery with black frame	Has arms
	4. File	1	25x18.5x52		
	5. Coat Rack	1	26x12x66		
	6. Bookcase	1	48x12x30		2 row/2b shelves (4)
	7. Desk F.R.	1	60x24x29	Golden Oak	
	8. Desk Front	1	48x24x29	Golden Oak	
	9. Desk Corner	1	42 legs x 29	Golden Oak	
	10. Desk Return	1	48x24x26	Golden Oak	
	11. Task Chair	1		Black with mesh back	Has arms



ITEM	QUANTITY	DIMENSION (W x D x H)	COLOR	QUALITY
1. Coat Rack	1	26x12x66		
2. File	1	22.5x24x31	Wood - light	
3. File	1	23x24x30	Honey Wood	2 drawer
4. End Table	1	22x22x18		
5. File	1	18x27x52	Black	4 drawer
6. Storage	1	68x23x30	Wood - light	
7. Desk	1	70x26x32	Wood - light with black frame	
8. Task Chair	1		Black leather with arms	Has arms
9. Display	1	132" long		
10. Table	1	32 diam x 80		
11. Guest Chair	2		Black wire and wood seat	
12. Guest Chair	2		Wood	
13. Guest Chair	1		Wood with wheels	

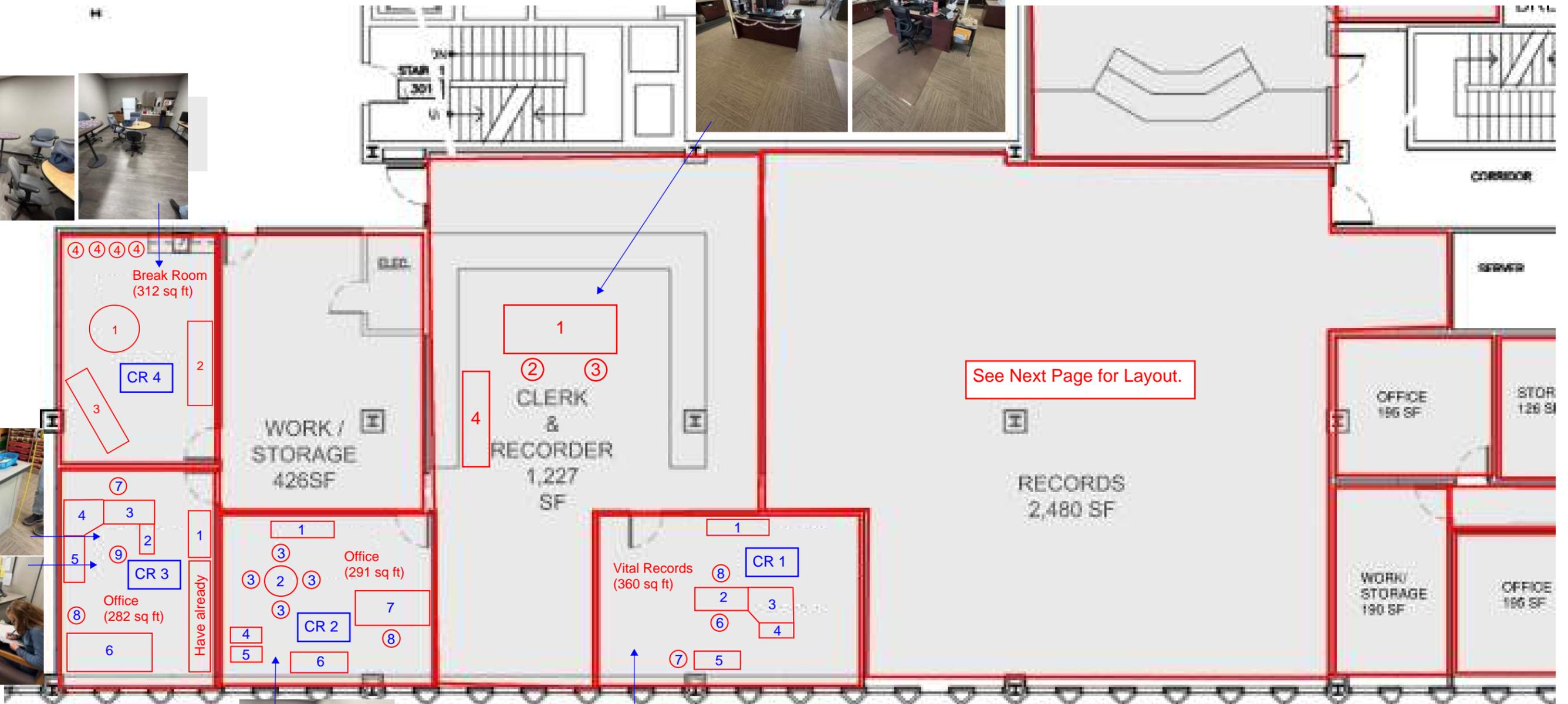
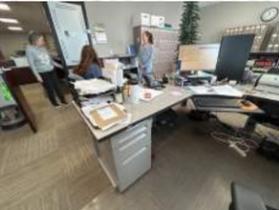
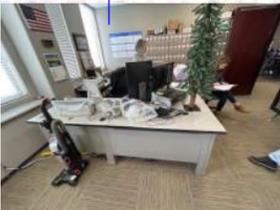
ROOM SKETCH	ITEM	QUANTITY	DIMENSION (W x D x H)	COLOR	QUALITY
<p><b>Office - CC 5.#</b></p>	1. Table	1	47 diam x 31.5	Wood/Antique	Flip in half
	2. Guest Chair	4		Wood with arms	Has arms
	3. Bookcase	1	36x12x42	Dark wood	
	4. Bookcase	2	36x15x51	Dark wood	
	5. Desk	1	75x38x30	Wood - colum legs	
	6. File	1	36x22x31	Wood	2 D.L.
	7. Storage Piece	1	33x25x53	Wood with glass storage on top	
	8. Coat Rack	1	26x12x66		



ITEM	QUANTITY	DIMENSION (W x D x H)	COLOR	QUALITY
1. Guest Chairs	17		Black plastic with silver frame	
2. Guest Chairs	22		White plastic with silver frame	
3. Task Chairs	9		Black leather	Side Table and Commissioners Tables
4. Task Chairs	7		Greenish/gold upholstery with almond frame	
5. Task Chairs	2		Macroon with black arms	

ROOM SKETCH	ITEM	QUANTITY	DIMENSION (W x D x H)	COLOR	QUALITY
<p><b>Conference Room - CC 7.#</b></p> <p>The sketch shows a conference room layout. A large rectangular table (1) is in the center. It is surrounded by 12 chairs (2) - 6 on each long side. A bookcase (3) is on the left wall, a rolling cart (4) is on the right wall, and a file (5) is on the floor near the bottom center. A guest chair (6) is in the top left corner. A curved line in the bottom left corner indicates a door or window.</p>	1. Table	1	180x60x30		
	2. Conference Chairs	12		Purple/red with black frame and arms	Has arms
	3. Bookcase	1	30x12x49	Medium Honey	
	4. Rolling cart	1	29x20x26	Dark Wood	No storage
	5. File	1	36x18x41	Almond	3 DL
	6. Guest Chair	1		Green Upholstery	Really dirty

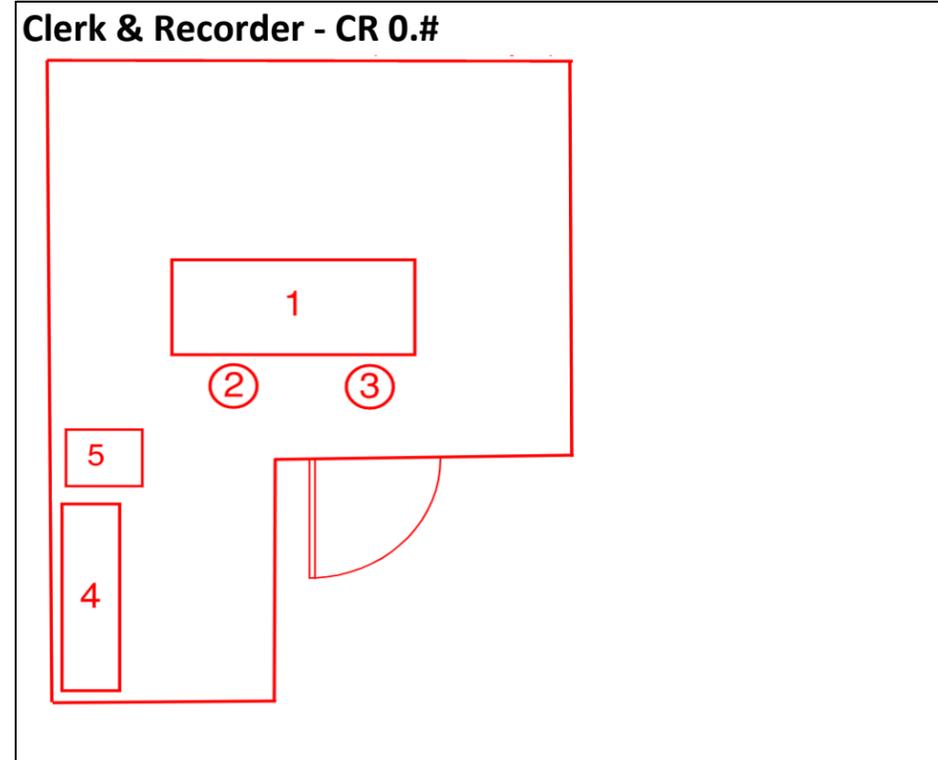
# Clerk and Recorder Existing Plan- 04/18/2024





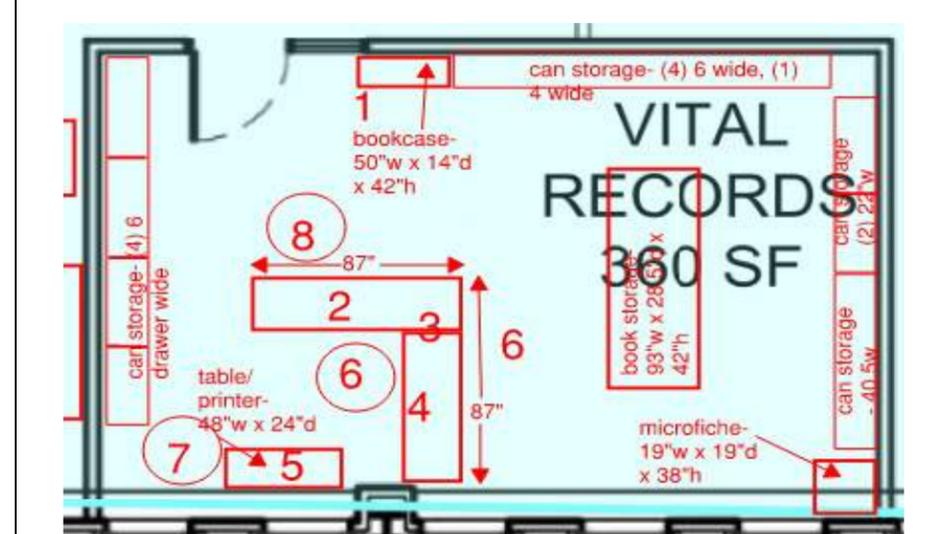
ROOM SKETCH	ITEM	QUANTITY	DIMENSION (W x D x H)	COLOR	QUALITY
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**CLERK AND RECORDER**

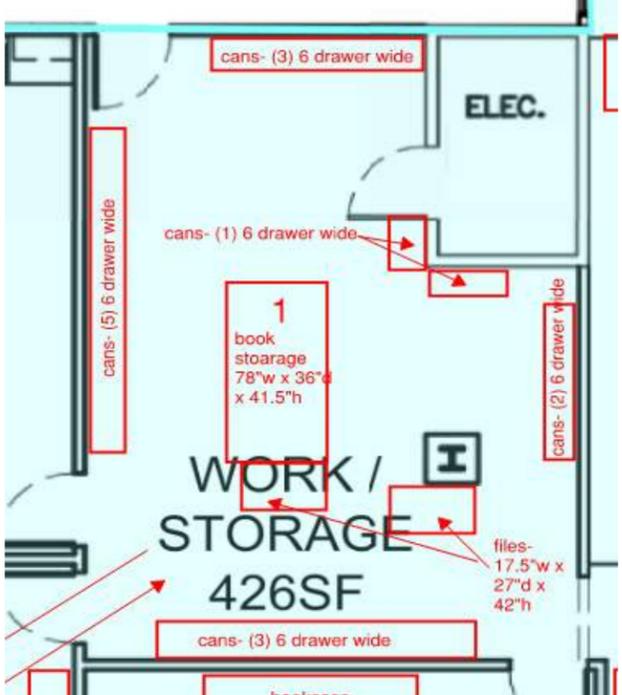
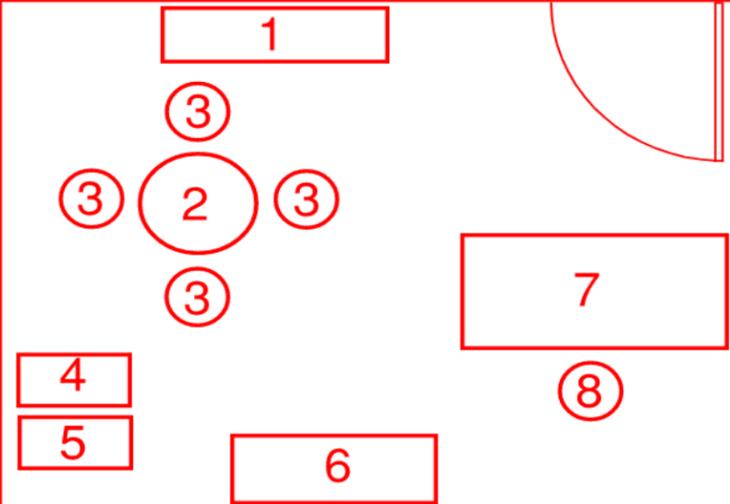


1. Desk	1	72x36x30	Red wood with almond top	
2. Task Chair	2 of 3			2 go/1 stay
3. Stool	1			
4. Table	1	96x24x30.5	Granite like with black frame	
5. Safe	1	27"w x 28"d x 51"h		

**Vital Records - CR 1.#**



1. Bookcase	1	48x14x41.5	Green Wood	Sad
2. Desk Front	1	42x30x29	Gray with nebula	
3. Desk Corner	1	45 (legs)x29	Gray with nebula	
4. Desk Return	1	42x30x29	Gray with nebula	
5. Table	1	48x24x27	Dark wood with black frame	
6. Task Chair	1		Black with mesh back	
7. Guest Chair	1		Blue/Black twed with saddle seat	
8. Task Chair	1		Blue Cream	Sad Upholstery
9. Book Storage	1			
10. Can Storage	1	Various sizes		

ROOM SKETCH	ITEM	QUANTITY	DIMENSION (W x D x H)	COLOR	QUALITY
<p><b>Work/Storage - C.R. 7</b></p> 	1. Book Storage	1	78x36x41.5		
	2. Can Storage - 6 Drawer Wide	13			
	3. Files	2	17.5x27x42		
<p><b>Office - CR 2.#</b></p> 	1. Bookcase	2	36x13x70		
	2. Table	1	42 diam x 30		
	3. Guest Chairs	4		Blue and cream upholstery with black frame	With arms
	4. File	1	18x28x53	Ornate Wood	
	5. File	1	18x28x52	Gray met	
	6. Table	1	60x24x29	Light top and gray frame	
	7. Desk	1	72x36x30	Dark sculpted wood	
	8. Task Chair	1		Black with mesh back	

ROOM SKETCH	ITEM	QUANTITY	DIMENSION (W x D x H)	COLOR	QUALITY
<b>Office - CR 3.#</b> 	1. Table	1	38x18x31		
	2. Desk R.F.	1	42x24x29		
	3. Desk Front	1	60x30x29		
	4. Desk Corner	1	45-legs x 29		
	5. Desk Return	1	30x30x29		
	6. Table	1	60x30x29		
	7. Guest Chair			Red Diamond Upholstery	
	8. Guest Chair	1			Go away
	9. Task Chair	1		Blue Upholstery	With arms
	10. Oversized Book Storage	1	10' x 14"d		
<b>Break Room - CR 4.#</b> 	1. Table	1	48 diam. x 30	Bamboo top with round disc black base	
	2. Table	1	72x18x29		
	3. Table	1	72x33x41		
	4. Task Stools	4		Blue/cream upholstery with arms	

ROOM SKETCH	ITEM	QUANTITY	DIMENSION (W x D x H)	COLOR	QUALITY
<b>Open Record Storage Room - CR 6.#</b>					
<p>The floor plan shows a large room with several storage units and office equipment. Key features include:</p> <ul style="list-style-type: none"> <li><b>Records Area:</b> Labeled "RECORDS 2,480 SF". Contains items 1-18, including a printer, scanner, and microfiche slides.</li> <li><b>Vital Records Area:</b> Labeled "VITAL RECORDS 300 SF". Contains items 15-17, including book storage and microfiche.</li> <li><b>Offices:</b> Two offices are shown on the right side, labeled "OFFICE 194 SF" and "OFFICE 190 SF".</li> <li><b>Storage:</b> Multiple "can storage" units are distributed throughout the room.</li> <li><b>Dimensions:</b> Various dimensions are noted, such as 78" and 90" for the bottom row of units.</li> </ul>					

**FURNITURE ASSESSMENT**

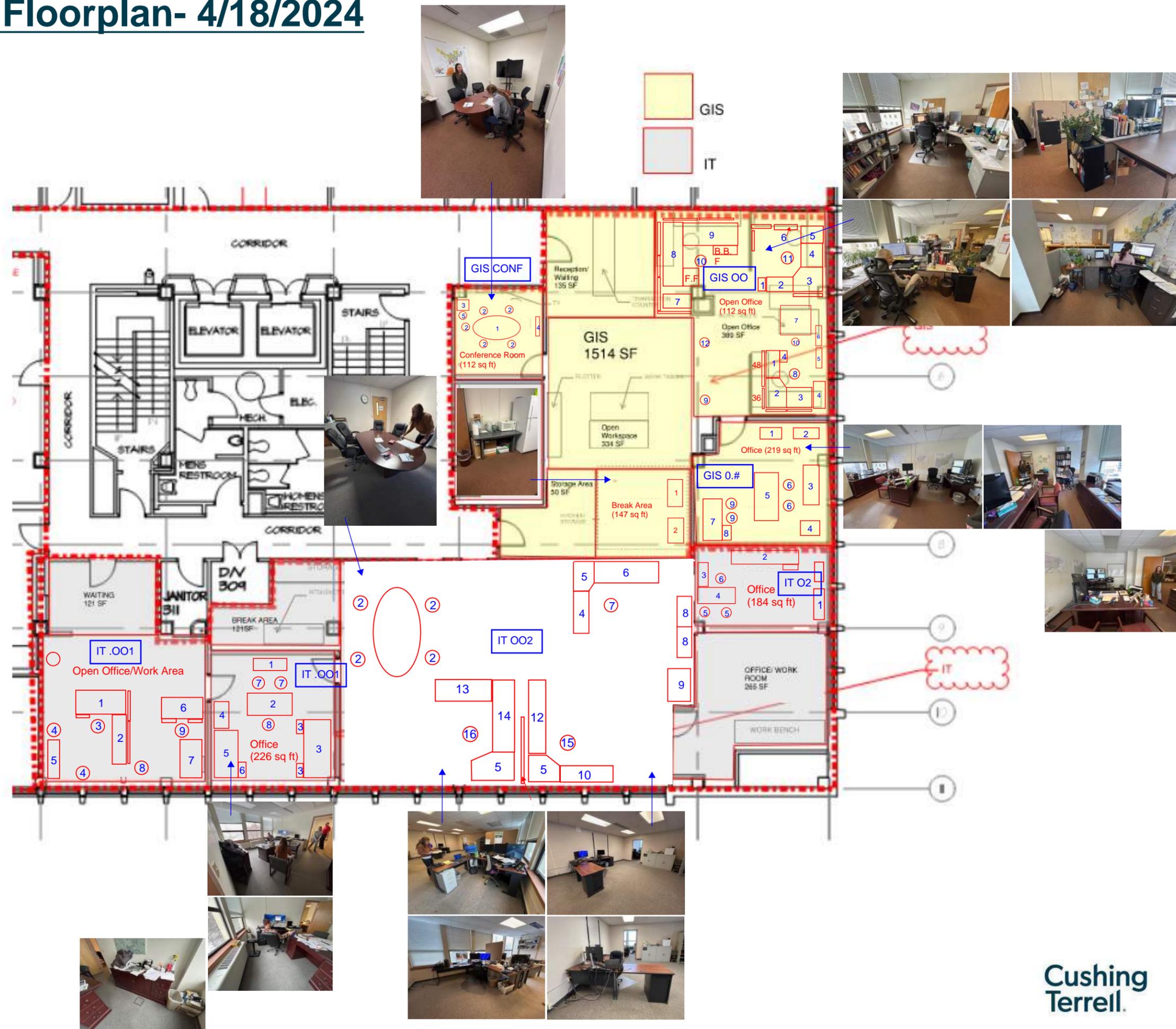
YELLOWSTONE ADMIN | Existing Furniture Survey  
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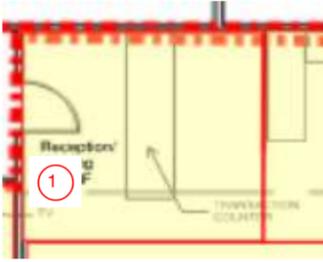
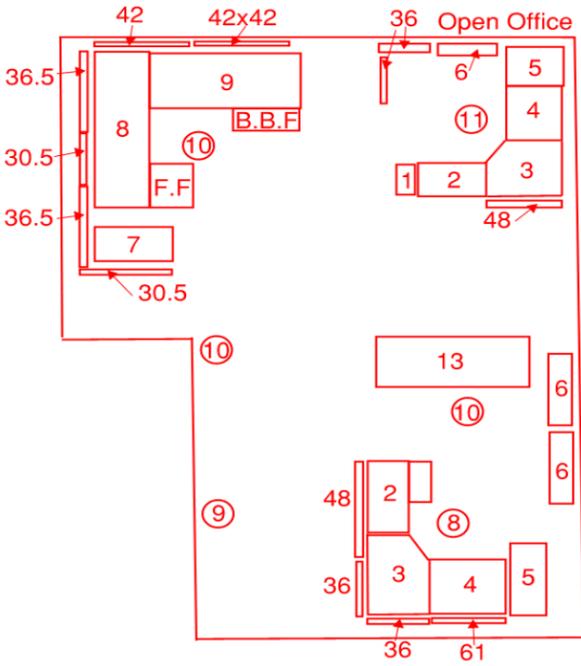


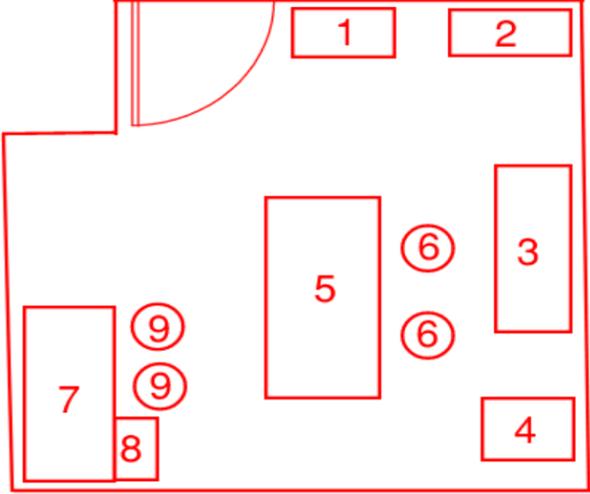
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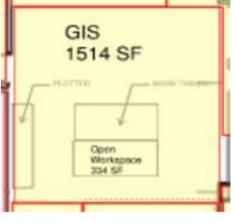
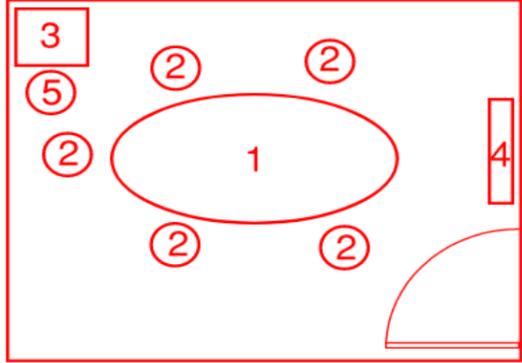
ROOM SKETCH			ITEM	QUANTITY	DIMENSION (W x D x H)	COLOR	QUALITY
1. Book storage	2	86" x 48"		10. Can storage	1	92" x 15" x 9'	
2. Table	1	48" x 24"		11. Plotter	1	6'x31" x 5'	
3. Table	1	48" x 30"		12. Table	1	6' x 3'	
4. Book storage	1	106" x 48"		13. Microfiche	2	20" x 20" x 48"	
5. Book storage	1	86" x 30"		14. Microfiche stations	2	6' x 30"	
6. Book storage	1	26" x 48"		15. Public workstations	4	42" x 30"	
7. Book storage	1	116" x 25" x 9'		16. Table	1	60" x 24"	
8. Book storage	1	12'-2" x 31" x 9'		17. Open workstation	4	78" x 90"	
9. Plate storage - flat files	8	54" x 42"		18. Microfiche Storage	1	57"x28"x56"	
				19. Storage	1	20"x29"	

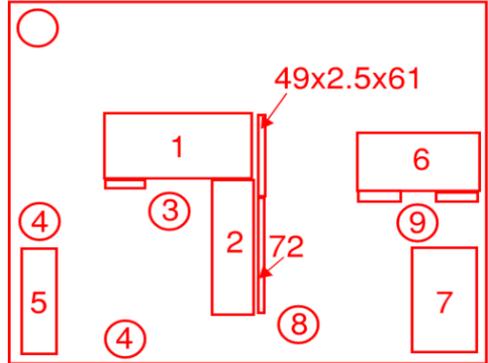
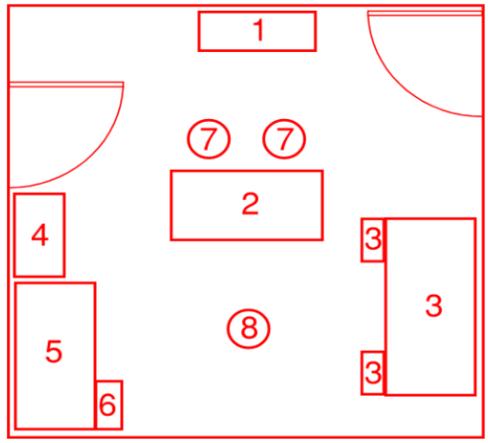
# IT and GIS Existing Floorplan- 4/18/2024



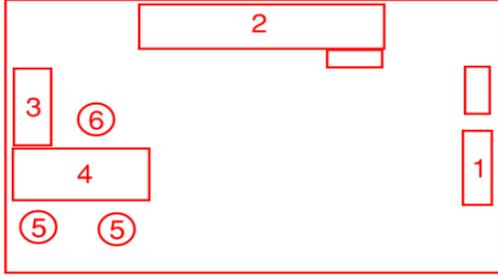
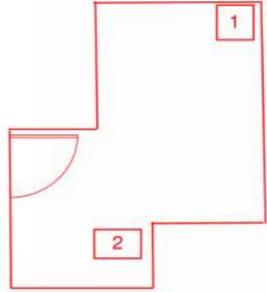
ROOM SKETCH	ITEM	QUANTITY	DIMENSION (W x D x H)	COLOR	QUALITY
<b>GIS</b>					
<b>Transaction Counter - GIS.TC.#</b> 	1. Guest Chair	1		Light mauve and wood frame	
<b>Open Office - GIS OO.#</b> 	1. Bookcase	1	32x13.5x28		2 shelves
	2. Desk End	2	54x30x30	Grayish	
	3. Corner	2	42 (legs)x30		
	4. Desk End	2	42x30x30		
	5. Bookcase	1	34.5x13x41	Gray Metal	3 Shelves
	6. Bookcase	1	36x12x28.5	Wood	2 Shelves
	7. Table	1	17x24x26	Gray tuned wood	Has plants only
	8. Desk Front	1	72x30x29		
	9. Desk Return	1	42x24x29		
	10. Task Chair	2			
	11. Task Chair	1		Black mesh with back	Head support
	12. Task Chair	1		Blue	Broken arm caps
	13. Table	1	71.5x35.5x29	Wood top with silver metal legs	
	14. File	2	15x23x27		B-B-F

ROOM SKETCH	ITEM	QUANTITY	DIMENSION (W x D x H)	COLOR	QUALITY
<b>Office - GIS 0.#</b> 	1. File	1	36x20x29	Wood	2 drawer lateral
	2. Bookcase	1	36x15x77	Red wood	5 shelves
	3. Storage piece	1	72x25x30	Red wood	
	4. File	1	18x27x28	Brown metal	
	5. Desk	1	72x36x30	Red wood	
	6. Guest Chair	2		Red upholstery with wood	Has arms
	7. Desk	1	72x36x30		
	8. Under desk storage	1	15x27x28		
	9. Task chair	2		Black with mesh back	1 good and 1 with bad arms
<b>Break Area - GIS.break.#</b> 	1. Desk	1	60x3x29	Dark gray	
	2. Coat rack	1	36x18x62	Black	
<b>Storage Area - Nothing Moving</b> 					

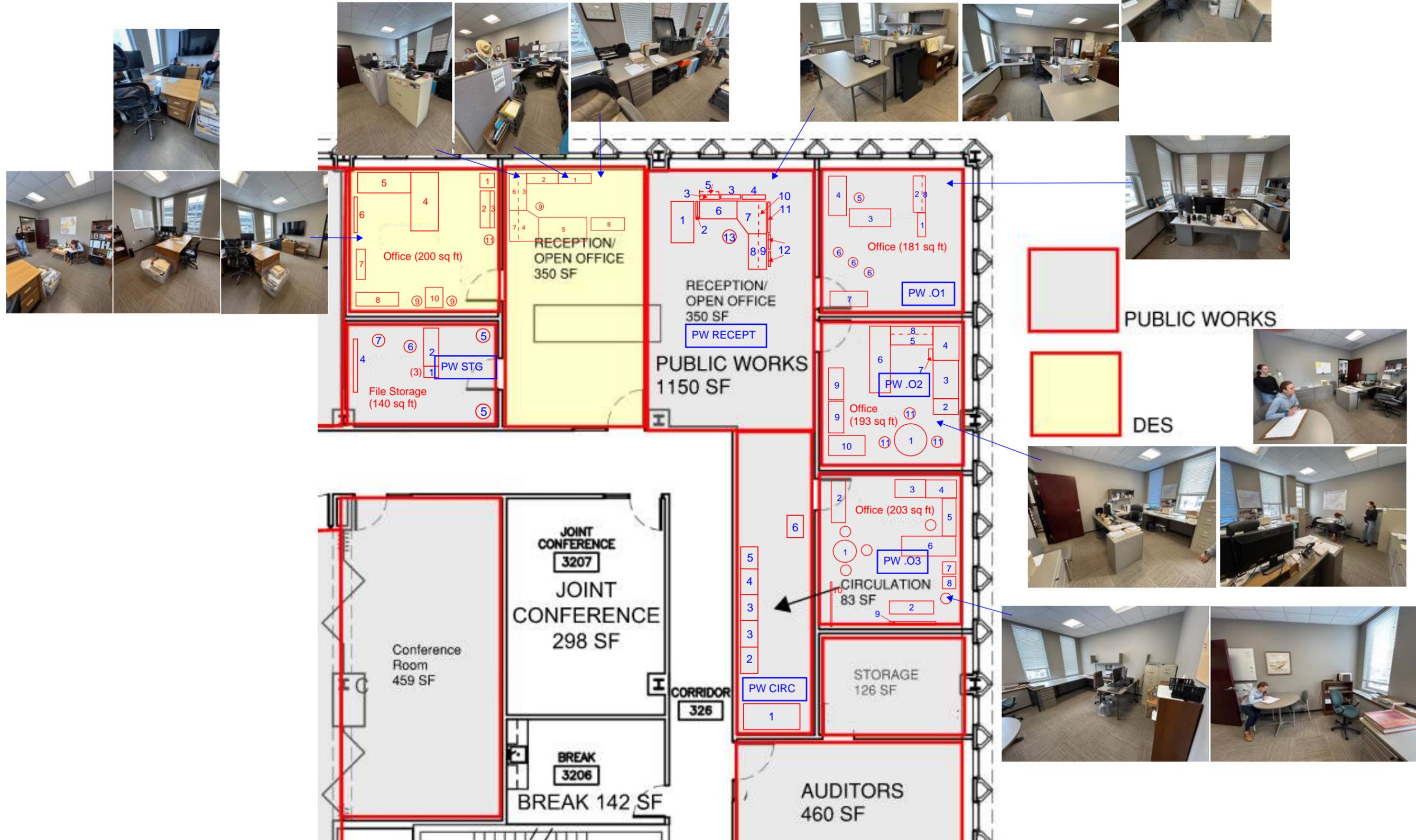
ROOM SKETCH	ITEM	QUANTITY	DIMENSION (W x D x H)	COLOR	QUALITY
<b>Open Work Area - No Furniture Moving</b> 					
<b>Conference Room - GIS CONF.#</b> 	1. Table	1	71x35.5x30	Red tone wood	
	2. Guest Chairs	5		Black with mesh back	Has arms
	3. Desk	1	66x24x30	Grayish	
	4. TV Cart	1	44x25x0	Black	
	5. Task Chair	1		Black with mesh back	

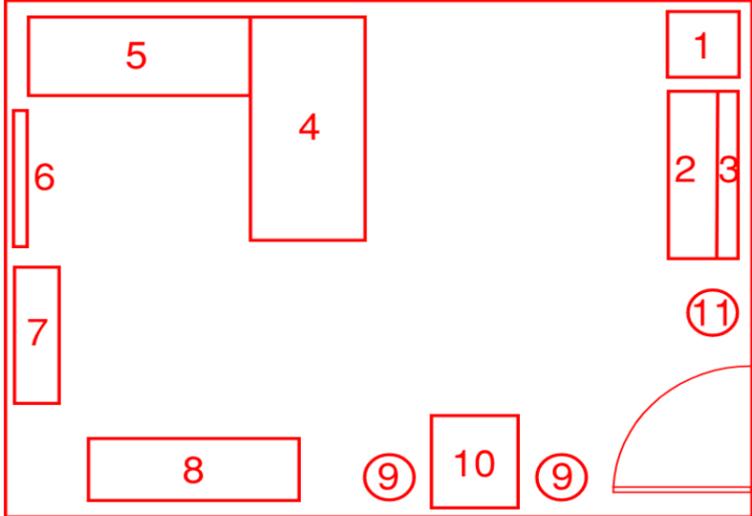
ROOM SKETCH	ITEM	QUANTITY	DIMENSION (W x D x H)	COLOR	QUALITY
<b>IT</b>					
<b>Waiting - Nothing Moving</b> 					
<b>Open Office / Work Area - IT .001.#</b> 	1. Desk	1	78x41x29		
	2. Return	1	72x19x29		
	3. Task Chair	1		Mesh back	Arm damage
	4. Guest Chair	2		Light tweed with light wood	
	5. Bookshelf	1	32x12x48		
	6. Desk	1	72x36x30	Red Wood	
	7. Desk/Table	1	60x30x30	Red Wood	
	8. Task Chair	1			
	9. Task Chair	1		Black Upholstery	
<b>Office - IT .01.#</b> 	1. Bookcase	1	36x15x77	Dark Red Wood	5 shelves
	2. Desk	1	72x36x29	Dark Red Wood	
	3. Storage	1	72x24x30	Dark Red Wood	
	4. File	1	36x19x28	Dark Red Wood	2 drawer lateral
	5. Desk	1	72x36x30	Dark Red Wood	
	6. File	1	15x20x28	Black	
	7. Guest Chair	2		Blue Upholstery	
	8. Task Chair	1		Black Leather	

ROOM SKETCH	ITEM	QUANTITY	DIMENSION (W x D x H)	COLOR	QUALITY
<b>Open Office / Work Area - IT OO2.#</b> 	1. Table	1	95x47x29	Dark Red - Like Office	
	2. Task Chairs	4		Leather - Like Office	
	3. Table	1	66x30x29	Golden Oak	
	4. Desk	1	48x30x29.5	Red wood with black frame	
	5. Corner	3	48 legs x 29.5	Red wood with black frame	
	6. Desk	1	60x30x29.5	Red wood with black frame	
	7. Task Chair	1		Leather with leather arms	
	8. Storage	2	36x18x41	Gray metal	2 door storage
	9. Storage	1	36x24x72	Gray metal	2 door storage
	10. Desk End	1	60x30x30		
	11. Panel	1	48x2.5x72	Brown tweed	
	12. Desk end	1	48x30x30		
	13. Desk	1	60x24x30		
	14. Desk	1	48x24x30		
	15. Task Chair	1			
	16. Task Chair	1			Purple upholstery with cream back
	17. Desk Piece	1	66x24x30		
	18. Uppers	2	48x15x14.5		Open Shelves
<b>Break Area - Nothing Moving</b> 					

ROOM SKETCH	ITEM	QUANTITY	DIMENSION (W x D x H)	COLOR	QUALITY	
<b>Office - IT O2.#</b> 	1. Bookcase	1	36x12x29		2 shelves	
	2. Desk	1	72x24x30	Light gray	Big chip	
	3. Desk Return	1	42x24x30	Red wood		
	4. Desk Front	1	65x29.5x30	Red wood	Delaminating	
	5. Task Chair	2		Black	Tearing upholstery	
	6. Task	1		Black seat with mesh back		
<b>Office / Work Room - IT 0.3#</b> 	1. File	2	15x23x27	Dated cream color		
	2. Rack	1	32x24x53	Black metal		

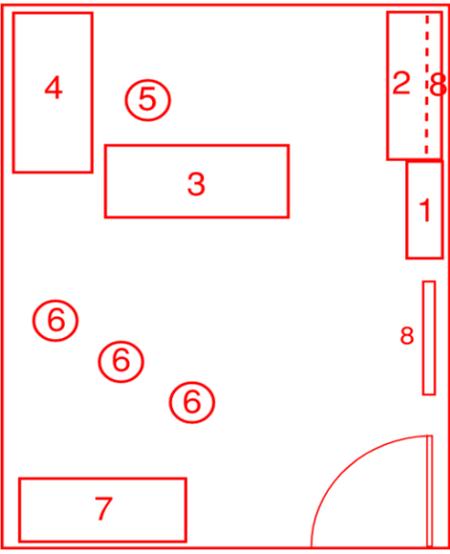
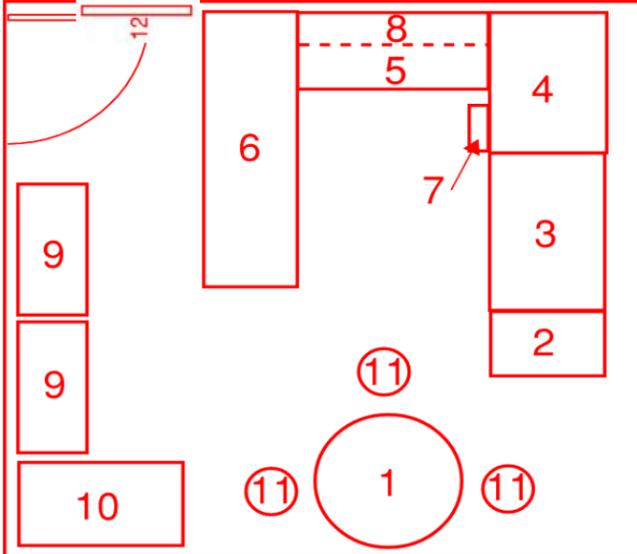
# Public Works and DES Existing Floorplan- 4/18/2024

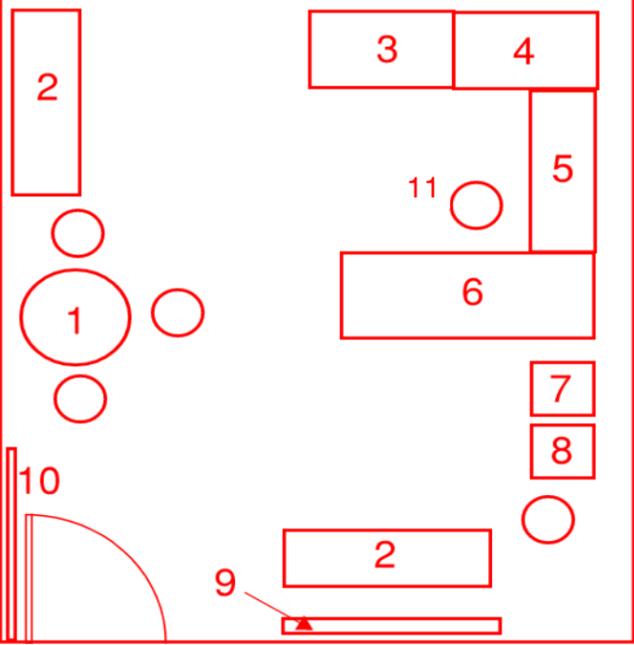


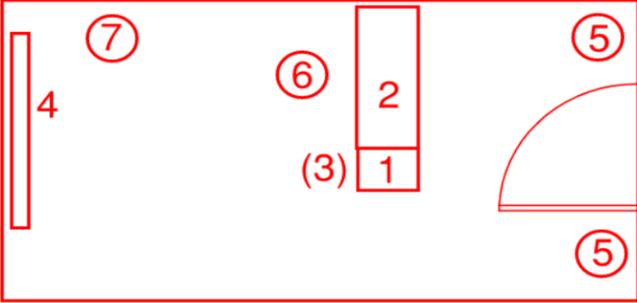
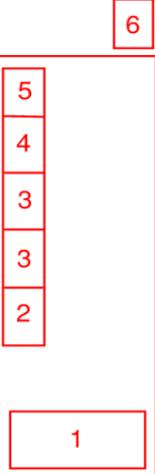
ROOM SKETCH	ITEM	DIMENSION (W x D x H)	COLOR	QUALITY	NOTES
<b>DES</b>					
<b>Reception/Open Office - No furniture to move</b> 					
<b>Office - DES 0.#</b> 	1. Fridge	19x17x33.5	Black		
	2. File	36x20x29.5	Wood		
	3. TV - 64"				
	4. Desk	68x33x30	Honey Oak		
	5. Desk Return	50x23x27.5			
	6. Whiteboard	48x36			
	7. Bookcase	36x12x47	Darker brown		
	8. Bookcase	36x13x71	Darker brown		
	9. Guest Chair (2)		Dark wood and dark upholstery		
	10. Coffee table	36x36x16	Honey Oak		
	11. Guest Chair (1)		Dark wood and lighter upholstery		

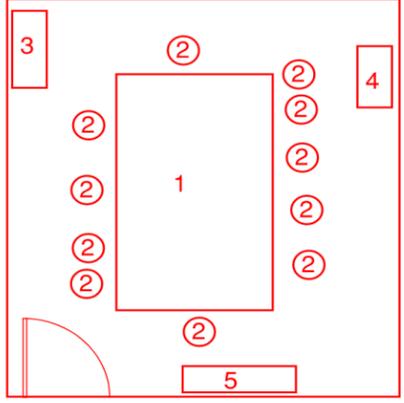
ROOM SKETCH	ITEM	DIMENSION (W x D x H)	COLOR	QUALITY	NOTES
<p><b>Open Office - DES 00.#</b></p>	1. Desk (1)	60x29x30	Graned with #2	Gray with purple(ish) upholstery	
	2. Desk (1)	48x29x30	Ganged with #1	Gray with purple(ish) upholstery	
	3. Desk	60x29x30		Gray with purple(ish) upholstery	
	4. Desk	42 - legs		Gray with purple(ish) upholstery	
	5. Desk	60x29x30		Gray with purple(ish) upholstery	
	6. Shelf	60-w x 14x16		Gray with purple(ish) upholstery	
	7. Closed Upper	42x14x16		Gray with purple(ish) upholstery	
	8. File	42x18x41	Almond		3 drawer
	9. Task chair		Almond leather	Poor Condition	

ROOM SKETCH	ITEM	QUANTITY	DIMENSION (W x D x H)	COLOR	QUALITY	NOTES
<b>PUBLIC WORKS</b>						
<b>Reception/Open Office - PW RECEPT.#</b>  	1. Table	1	60x29x30	Dark gray 2 tone		
	2. End Panel	1	30x2x45			
	3. Front Panel	2	30x2x45			
	4. End/Front Panel	1	44x2x45			
	5. Transaction Mounted	1	42x15x11			
	6. Desk	1	60x29x30			
	7. Corner Piece	1	42 (legs)			
	8. Desk	1	60x29			
	9. Upper	1	60x11x16			Opens
	10. Upper	1	42x14x16			Closes
	11. Back Panel	1	42x2x65			
	12. Back Panel	2	30x2x65			
	13. Task C.	1			Stripes/Back Mesh	Ok

ROOM SKETCH	ITEM	QUANTITY	DIMENSION (W x D x H)	COLOR	QUALITY	NOTES
<b>Office - PW .O1.#</b> 	1. File	1	42x18x27	Grays		2 drawer
	2. Desk (side)	1	48x24x65			Has upper storage
	3. Desk	1	72x35.5x28			
	4. Table	1	60x23.5x28.5			
	5. Task Chair	1			Gray full uph. Leather	
	6. Guest Chair	3		Light yellow wood		
	7. Bookcase	1	36x12x47			3 shelves
	8. Whiteboard	1	48x36			
<b>Office - PW .O2.#</b> 	1. Table	1	42 d x 30	Gray		
	2. File	1	15x25x52	Almond		4 drawer
	3. Table/Desk	1	48x29x30	Grays		
	4. Desk	1	60x29x30	Grays		
	5. Desk	1	48x29x30	Grays		
	6. Desk	1	72x29x30	Grays		
	7. File	2	15x29x28	Grays		
	8. Upper	1	48x14.5x16	Grays		Closes/on wall cleats
	9. File	2	42x18x27	Grays		Two drawer
	10. File	1	18x26.5x52	Almond		
	11. Guest Chairs	3		Greenish upholstery	Good Shape	No arms
	12. Whiteboard	1				

ROOM SKETCH	ITEM	QUANTITY	DIMENSION (W x D x H)	COLOR	QUALITY	NOTES
<b>Office - PW O.3.#</b> 	1. Table	1	42 d x 29.5			
	2. Bookcase	2	35.5x13x42	Dark brown wood		3 shelves
	3. Desk	1	48x29x30			Ganged together with #4 - 3 sets of legs
	4. Desk Corner	1	60x29x30			Ganged together with #3 - 3 sets of legs
	5. Desk	1	60x29x30			Cantilevered
	6. Desk	1	72x29x30			
	7. File	1	15x25x52			
	8. File	1	15x27x52			
	9. Tack Board	1	48x36			
	10. Whiteboard	1	48x36			
	11. Task Chair	1				
<b>Storage - Nothing is moving from here</b> 						

ROOM SKETCH	ITEM	QUANTITY	DIMENSION (W x D x H)	COLOR	QUALITY	NOTES
<b>File Storage - PW 04.#</b> 	1. File	1	15x23x28	Gray		B.B.F
	2. Desk	1	72x23.5x28.5	Gray		
	3. File	1	42x18x27	Gray		2 lateral
	4. Tackleboard	1	48x36			
	5. Guest chair	2		Greenish upholstery with gray frame		No arms
	6. Task Chair	1		Gray frame with orange seat/mesh back		
	7. Task Chair	1		Black and black		
<b>Circulation - PW CIRC.#</b> 	1. Revolving Files	1	84x36x84			
	2. File	1	42x19x41			
	3. File	2	42x18x41			
	4. File	1	36x18x41			
	5. Metal Shelf	1	48x18x77			
	6. Bookcase	1	33x12x72			5 shelves

ROOM SKETCH	ITEM	QUANTITY	DIMENSION (W x D x H)	COLOR	QUALITY	NOTES
<p><b>Public Works and DES Con. Rm - PW.CR.#</b></p> 	1. Table	1	96x48x29			
	2. Guest Chairs	11		Purple/Red with Black Frame and Arms		
	3. Bookcase	1	30x12x49	Medium Honey		
	4. Rolling Cart	1	29x20x26	Dark Wood		No Storage
	5. File	1	36x18x41	Almond		3 Drawer Lateral