

**Date:** July 6<sup>th</sup>, 2026

**To:** Dr. Robert Halverson, Superintendent of Schools  
East Aurora School District 131 Board of Education

**From:** Andrew Allen, Assistant Superintendent of Operations

**Subject:** EAHS Office Furniture Purchase

**Informational:**

As part of the Phase 2 HVAC and EAHS office remodeling project, we propose replacing our current office furniture and desks. Much of the existing furniture is nearing the end of its functional lifespan, with many desks and chairs showing excessive wear and stability issues. To ensure cost-effectiveness, we are procurement-sourcing through two vendors via state cooperative purchasing agreements. Any furniture that remains in viable condition will be salvaged and repurposed across the district as needed.

**Board Policy:**

Pursuant to Board Policy 4:60, Supplies, materials, or work involving an expenditure in excess of \$25,000 must comply with the State law bidding procedure, 105 ILCS 5/10-20.21, unless specifically exempted.

**Strategic Plan:**

This recommendation supports East Aurora School District's Strategic Goal #1 Equity: Student Achievement: East Aurora School District 131 will meet the diverse needs of all students by ensuring a safe and inclusive learning environment and Worthy Target #2: Create an equitable learning environment that addresses each student's needs. As well as Strategic Goal #2, Operational Excellence that states the following: *East Aurora School District 131 will align and utilize systems and resources that promote operational excellence, efficiency, and fiscal accountability.*

**Supporting Data:**

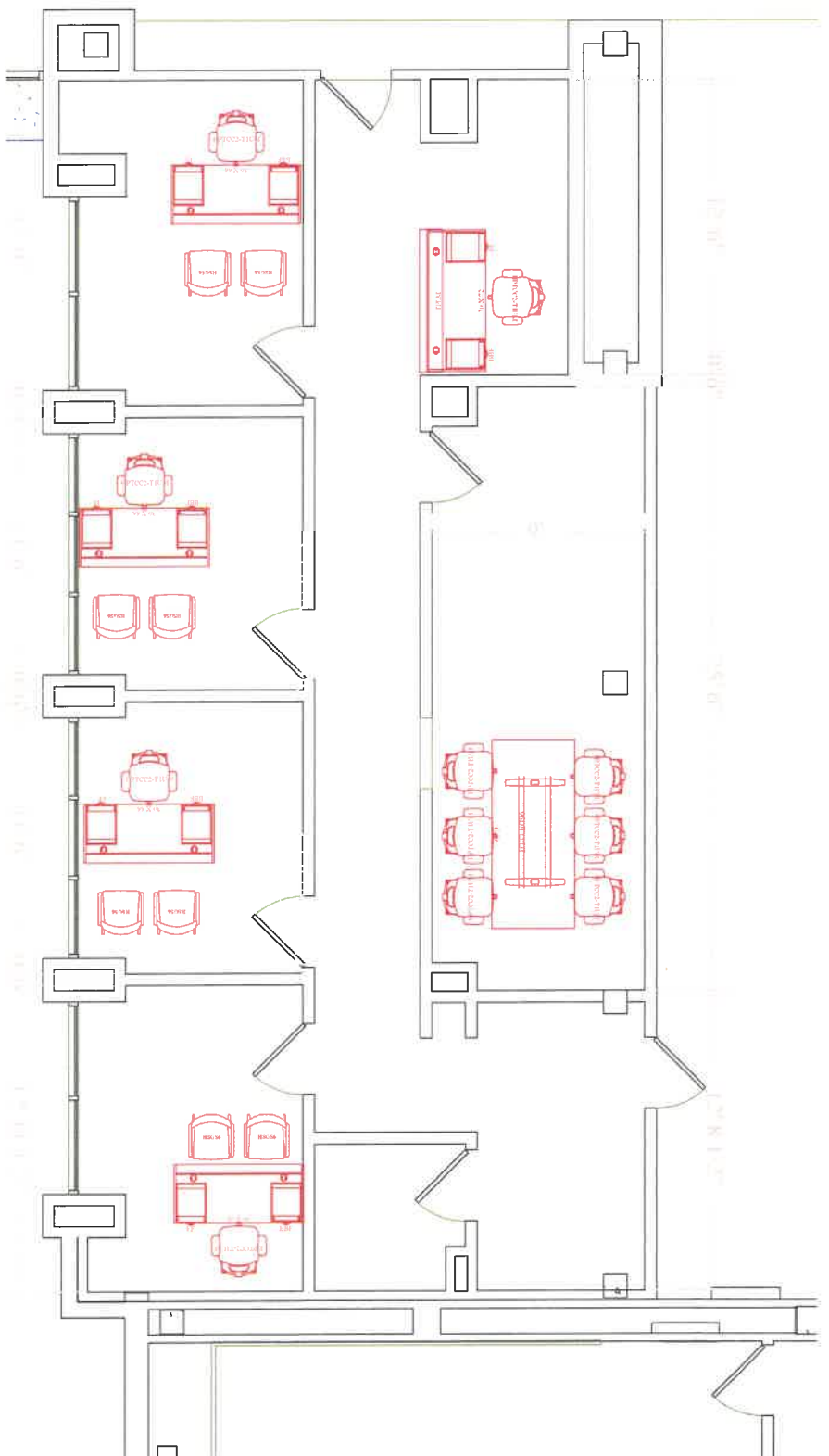
Supporting documentation is attached.

**Recommendation:**

It is recommended that the Board of Education award the purchase of office furniture to Warehouse Direct Furniture, Interiors & Design in the amount of \$50,193

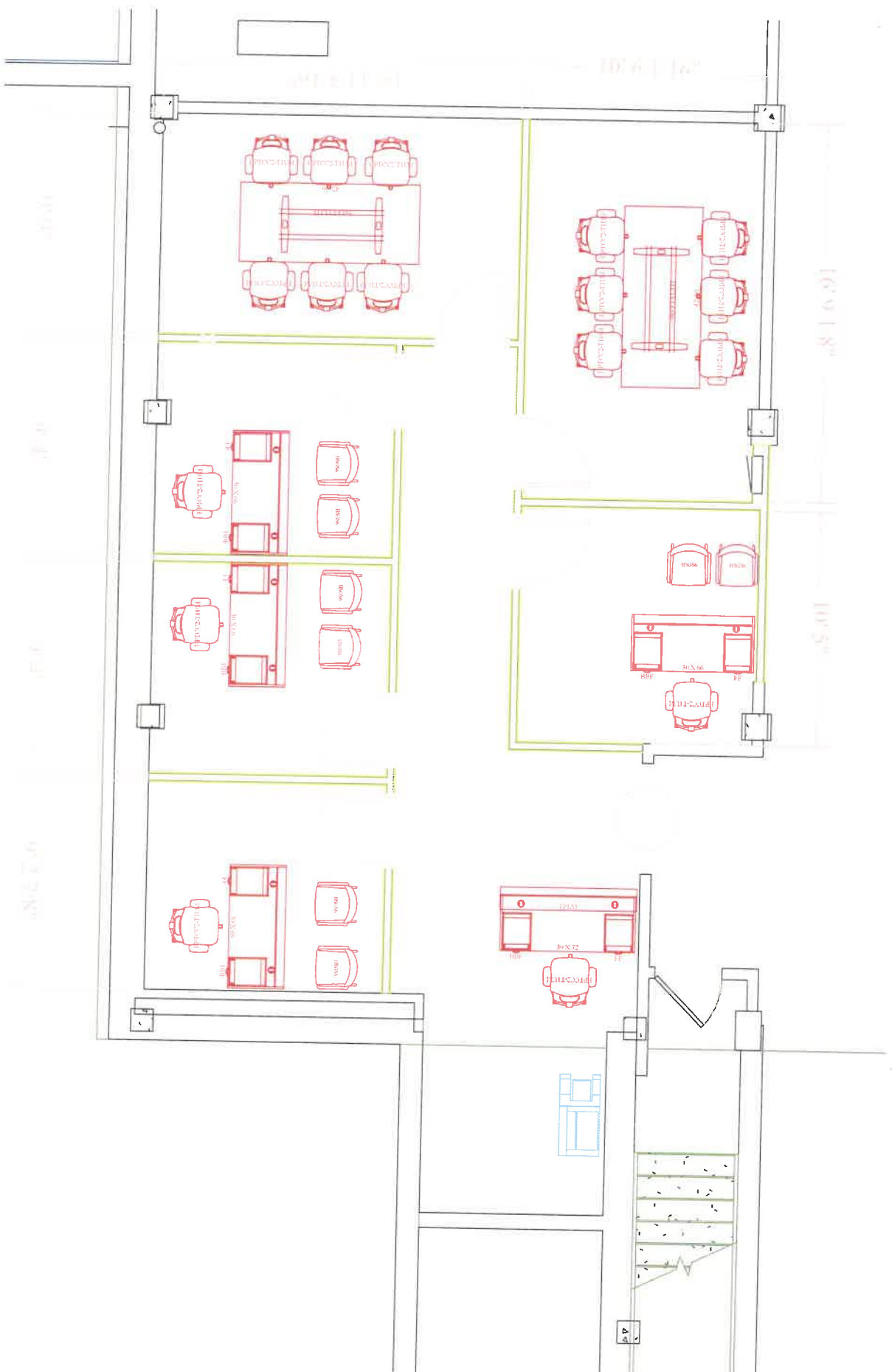
**Timeline for Decision**

July 6<sup>th</sup>, 2026



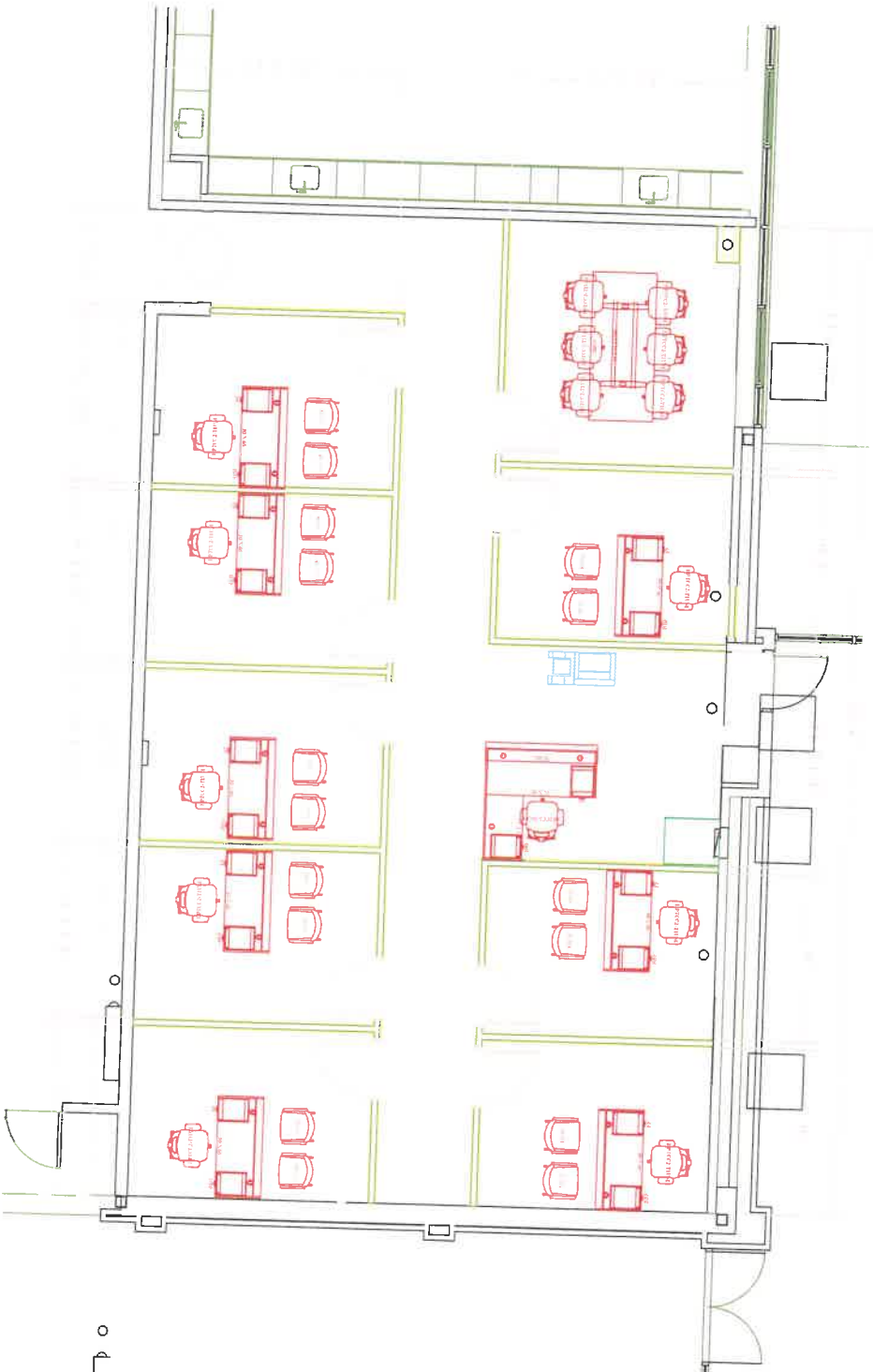
# FIRST FLOOR PLAN - SUITE 1

Scale: 1/4" = 1' 0"



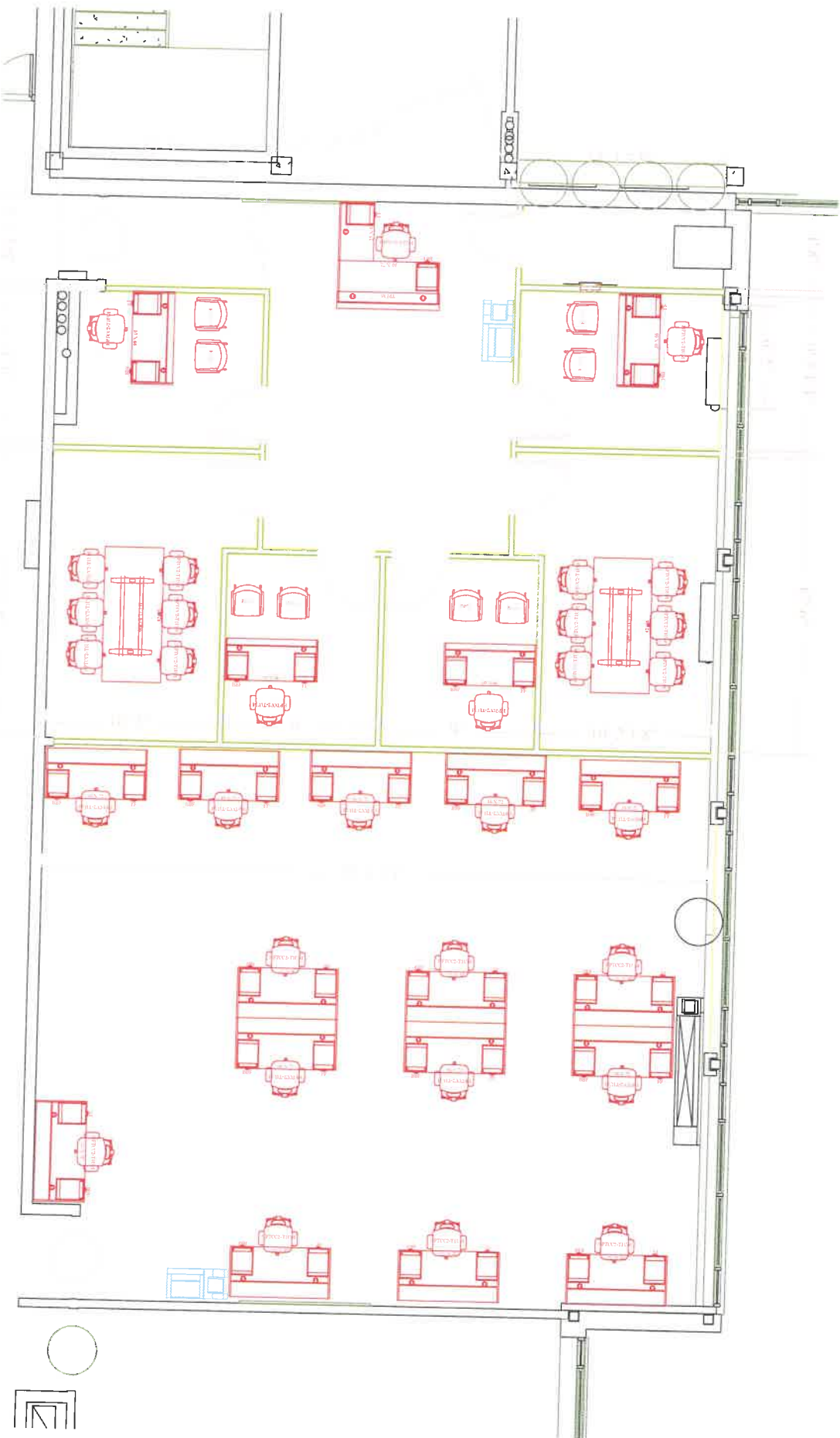
# FIRST FLOOR PLAN - SUITE 2

Scale: 1/4" = 1' 0"



## SECOND FLOOR PLAN - SUITE 3 & 4

Scale: 1/4" = 1' 0"



# THIRD FLOOR - SUITE #5 & #6

Scale: 1/4" = 1' 0"

2001 S MOUNT PROSPECT RD  
DES PLAINES IL 60018

847-952-1925

|                 |               |
|-----------------|---------------|
| PROPOSAL NUMBER | 50432360-0    |
| DATE            | 06/04/26      |
| ACCOUNT / DEPT  | 30013269 500  |
| PROJECT NAME    |               |
| SPECIALIST      | TEDY TODOROVA |
| PAGE            | 1 of 10       |

| BILLING ADDRESS                                                                                              | SPECIALIST INFORMATION                                                                                                                          |
|--------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------|
| EAST AURORA SCHOOL DIST 131<br>A/P LISA 630-299-5575 FAX ABOVE<br><br>310 SEMINARY AVENUE<br>AURORA IL 60505 | TEDY TODOROVA Fax 847-956-5869<br>847-631-3443<br>Cell 847-404-0893<br>ttodorova@warehousedirect.com<br><br><b>SALESPERSON</b><br>JOSE URQUIAGA |

| PART NUMBER | DESCRIPTION                                                                                                                                                                                                                                                                             | QTY | SELL   | EXT. SELL |
|-------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|--------|-----------|
|             | EE REV 6.4.26 East Aurora - ALL AREAS<br>Jose Urquiaga<br>Senior Account Manager<br>Cell: 847.814.2305<br>joseurquiaga@warehousedirect.com<br>ATTN:<br>Andrew Allen<br>Assistant Superintendent of Operations<br>East Aurora School District #131<br>aallen@d131.org<br>c. 331.230.8013 |     |        |           |
| TCPN ISG    | TCPN                                                                                                                                                                                                                                                                                    | 1   | .00    | .00       |
| HPTCC2-T1UM | Altern Custom Task Chair Mesh<br>Mid-Back<br>Option = .BLK Black<br>Option = \$(1) Grade 1 Uph<br>Option = .UR Contourett<br>Option = 10 Black<br>PLEASE TAG AS FOLLOWS:<br>1st FL. PLAN - SUITE #1<br>Altern<br>1st FL. PLAN - SUITE                                                   | 6   | 248.86 | 1493.16   |
| HTLC4296    | Preside 42x96 Rectangle Top -<br>1 piece<br>Option = .G 2mm Edgeband<br>Option = SW Skyline Walnut<br>Option = .N No Grommets<br>Option = \$(L2STD) Grd L2 Standard Laminates<br>Option = .LSW1 Skyline Walnut                                                                          | 1   | 516.31 | 516.31    |

Installation is available through Warehouse Direct.

50% deposit required on all orders over \$5,000.  
Warehouse Direct reserves the right to require a 50% deposit on any furniture order.  
Please Note: A 3% fee will be charged for all credit card payments.  
Quoted prices valid for 30 days from original date.

Please sign proposal to accept this non-returnable merchandise.  
Accepted By: \_\_\_\_\_

|           |  |
|-----------|--|
| SUB-TOTAL |  |
| TAX       |  |
| TOTAL DUE |  |



# WAREHOUSE DIRECT®

**Furniture, Interiors & Design**

2001 S MOUNT PROSPECT RD  
DES PLAINES IL 60018

847-952-1925

## PROPOSAL

|                 |                           |
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| PROPOSAL NUMBER | 50432360-0                |
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| PROJECT NAME    | PROMOTIONAL PRODUCTS PROJ |
| SPECIALIST      | TEDY TODOROVA             |
| PAGE            | 2 of 10                   |

| BILLING ADDRESS                                                                                              | SPECIALIST INFORMATION                                                                                                                       |
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| PART NUMBER    | DESCRIPTION                                                                                                                                                                                                                                                                                           | QTY | SELL   | EXT. SELL |
|----------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|--------|-----------|
| HTTLEG96       | PLEASE TAG AS FOLLOWS:<br>1st FL. PLAN - SUITE #1<br>Laminate table tops<br>1st FL. PLAN - SUITE<br><br>Preside Aluminum T leg for 96"<br>Table Tops<br>Option = \$(P1) P1 Paint Opts<br>Option = .P Black<br>PLEASE TAG AS FOLLOWS:<br>1st FL. PLAN - SUITE #1<br>Preside LM<br>1st FL. PLAN - SUITE | 1   | 458.14 | 458.14    |
| HLPLRCPNDS7230 | Mod 72Wx30Dx41H Reception Desk<br>Shell<br>Option = .LSL1 Slate Teak<br>PLEASE TAG AS FOLLOWS:<br>1st FL. PLAN - SUITE 2<br>Mod<br>FIRST FLOOR PLAN - S                                                                                                                                               | 1   | 261.79 | 261.79    |
| HLPLRCPNTPLM   | Mod 72Wx12D Laminate<br>Transaction Top<br>Option = .LSL1 Slate Teak<br>PLEASE TAG AS FOLLOWS:<br>1st FL. PLAN - SUITE 2<br>Mod<br>FIRST FLOOR PLAN - S                                                                                                                                               | 1   | 57.77  | 57.77     |
| HLPLPSFF       | Mod 15Wx20Dx28H F/F Support<br>Pedestal                                                                                                                                                                                                                                                               | 5   | 208.87 | 1044.35   |

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| PAGE            | 3 of 10                   |

| BILLING ADDRESS                                                                                              | SPECIALIST INFORMATION                                                                                                                          |
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| PART NUMBER | DESCRIPTION                                                                                                                                                                                                                                                                   | QTY | SELL   | EXT. SELL |
|-------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|--------|-----------|
| HLPLPSBBF   | Option = .LSL1 Slate Teak<br>PLEASE TAG AS FOLLOWS:<br>1st FL. PLAN - SUITE 2<br>Mod<br>FIRST FLOOR PLAN - S<br><br>Mod 15Wx20Dx28H B/B/F Support<br>Pedestal<br>Option = .LSL1 Slate Teak<br>PLEASE TAG AS FOLLOWS:<br>1st FL. PLAN - SUITE 2<br>Mod<br>FIRST FLOOR PLAN - S | 5   | 208.87 | 1044.35   |
| HPTCC2-T1UM | Altern Custom Task Chair Mesh<br>Mid-Back<br>Option = .BLK Black<br>Option = \$(1) Grade 1 Uph<br>Option = .UR Contourett<br>Option = 10 Black<br>PLEASE TAG AS FOLLOWS:<br>1st FL. PLAN - SUITE 2<br>Altern<br>FIRST FLOOR PLAN - S                                          | 17  | 248.86 | 4230.62   |
| HTLC4296    | Preside 42x96 Rectangle Top -<br>1 piece<br>Option = .G 2mm Edgeband<br>Option = SW Skyline Walnut<br>Option = .N No Grommets<br>Option = \$(L2STD) Grd L2 Standard Laminates<br>Option = .LSW1 Skyline Walnut                                                                | 2   | 516.31 | 1032.62   |

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# WAREHOUSE DIRECT®

**Furniture, Interiors & Design**

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DES PLAINES IL 60018

847-952-1925

## PROPOSAL

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| SPECIALIST      | TEDY TODOROVA             |
| PAGE            | 4 of 10                   |

| BILLING ADDRESS                                                                                              | SPECIALIST INFORMATION                                                                                                                          |
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| PART NUMBER | DESCRIPTION                                                                                                                                                                                                                                                                                         | QTY | SELL   | EXT. SELL |
|-------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|--------|-----------|
| HTTLEG96    | PLEASE TAG AS FOLLOWS:<br>1st FL. PLAN - SUITE 2<br>Laminate table tops<br>FIRST FLOOR PLAN - S<br><br>Preside Aluminum T leg for 96"<br>Table Tops<br>Option = \$(P1) P1 Paint Opts<br>Option = .P Black<br>PLEASE TAG AS FOLLOWS:<br>1st FL. PLAN - SUITE 2<br>Preside LM<br>FIRST FLOOR PLAN - S | 2   | 458.14 | 916.28    |
| HLPLDS6630  | Mod 66Wx30Dx29H Rectangular<br>Desk Shell<br>Option = .LSL1 Slate Teak<br>PLEASE TAG AS FOLLOWS:<br>1st FL. PLAN - SUITE 2<br>Mod<br>FIRST FLOOR PLAN - S                                                                                                                                           | 4   | 180.99 | 723.96    |
| HSGS6       | Accomodate Set of Two Guest<br>Chairs<br>Option = .F Fixed<br>Option = .S Soft Caster<br>Option = \$(1) Grade 1 Uph<br>Option = .COMP Compass<br>Option = 10 Ink<br>Option = .CBK Charblack<br>PLEASE TAG AS FOLLOWS:<br>1st FL. PLAN - SUITE 2                                                     | 4   | 510.25 | 2041.00   |

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| PART NUMBER    | DESCRIPTION                                                                                                                                                                                             | QTY | SELL   | EXT. SELL |
|----------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|--------|-----------|
| HLPLRCPNDS7230 | ACCOMM<br>FIRST FLOOR PLAN - S<br><br>Mod 72Wx30Dx41H Reception Desk<br>Shell<br>Option = .LSL1 Slate Teak<br>PLEASE TAG AS FOLLOWS:<br>2nd FL. PLAN - SUITE 3 & 4<br>Mod<br>2nd FL. PLAN - SUITE 3 & 4 | 1   | 261.79 | 261.79    |
| HLPLRCPNTPLM   | Mod 72Wx12D Laminate<br>Transaction Top<br>Option = .LSL1 Slate Teak<br>PLEASE TAG AS FOLLOWS:<br>2nd FL. PLAN - SUITE 3 & 4<br>Mod<br>2nd FL. PLAN - SUITE 3 & 4                                       | 1   | 57.77  | 57.77     |
| HLPLPSFF       | Mod 15Wx20Dx28H F/F Support<br>Pedestal<br>Option = .LSL1 Slate Teak<br>PLEASE TAG AS FOLLOWS:<br>2nd FL. PLAN - SUITE 3 & 4<br>Mod<br>2nd FL. PLAN - SUITE 3 & 4                                       | 9   | 208.87 | 1879.83   |
| HLPLPSBBF      | Mod 15Wx20Dx28H B/B/F Support<br>Pedestal<br>Option = .LSL1 Slate Teak<br>PLEASE TAG AS FOLLOWS:<br>2nd FL. PLAN - SUITE 3 & 4                                                                          | 9   | 208.87 | 1879.83   |

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DES PLAINES IL 60018

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| BILLING ADDRESS                                                                                              | SPECIALIST INFORMATION                                                                                                                       |
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| PART NUMBER | DESCRIPTION                                                                                                                                                                                                                                                                             | QTY | SELL   | EXT. SELL |
|-------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|--------|-----------|
| HPTCC2-T1UM | Mod<br>2nd FL. PLAN - SUITE 3 & 4<br><br>Altern Custom Task Chair Mesh<br>Mid-Back<br>Option = .BLK Black<br>Option = \$(1) Grade 1 Uph<br>Option = .UR Contourett<br>Option = 10 Black<br>PLEASE TAG AS FOLLOWS:<br>2nd FL. PLAN - SUITE 3 & 4<br>Altern<br>2nd FL. PLAN - SUITE 3 & 4 | 15  | 248.86 | 3732.90   |
| HLPLDS6630  | Mod 66Wx30Dx29H Rectangular<br>Desk Shell<br>Option = .LSL1 Slate Teak<br>PLEASE TAG AS FOLLOWS:<br>2nd FL. PLAN - SUITE 3 & 4<br>Mod<br>2nd FL. PLAN - SUITE 3 & 4                                                                                                                     | 8   | 180.99 | 1447.92   |
| HSGS6       | Accomodate Set of Two Guest<br>Chairs<br>Option = .F Fixed<br>Option = .S Soft Caster<br>Option = \$(1) Grade 1 Uph<br>Option = .COMP Compass<br>Option = 10 Ink<br>Option = .CBK Charblack<br>PLEASE TAG AS FOLLOWS:<br>2nd FL. PLAN - SUITE 3 & 4                                     | 8   | 510.25 | 4082.00   |

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| PART NUMBER    | DESCRIPTION                                                                                                                                                                                                                                                                                                                                                             | QTY | SELL   | EXT. SELL |
|----------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|--------|-----------|
| HTLC4296       | ACCOMM<br>2nd FL. PLAN - SUITE 3 & 4<br><br>Preside 42x96 Rectangle Top -<br>1 piece<br>Option = .G 2mm Edgeband<br>Option = SW Skyline Walnut<br>Option = .N No Grommets<br>Option = \$(L2STD) Grd L2 Standard Laminates<br>Option = .LSW1 Skyline Walnut<br>PLEASE TAG AS FOLLOWS:<br>2nd FL. PLAN - SUITE 3 & 4<br>Laminate table tops<br>2nd FL. PLAN - SUITE 3 & 4 | 1   | 516.31 | 516.31    |
| HTTLEG96       | Preside Aluminum T leg for 96"<br>Table Tops<br>Option = \$(P1) P1 Paint Opts<br>Option = .P Black<br>PLEASE TAG AS FOLLOWS:<br>2nd FL. PLAN - SUITE 3 & 4<br>Preside LM<br>2nd FL. PLAN - SUITE 3 & 4                                                                                                                                                                  | 1   | 458.14 | 458.14    |
| HLPLRCPNRS4225 | Mod 42Wx25Dx41H Reception Desk<br>Return<br>Option = .LSL1 Slate Teak<br>PLEASE TAG AS FOLLOWS:<br>2nd FL. PLAN - SUITE 3 & 4<br>Mod<br>2nd FL. PLAN - SUITE 3 & 4                                                                                                                                                                                                      | 1   | 158.77 | 158.77    |
| HLPLRCPNDS7230 | Mod 72Wx30Dx41H Reception Desk                                                                                                                                                                                                                                                                                                                                          | 1   | 261.79 | 261.79    |

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**Standard Terms and Conditions**  
**Effective 02/01/2025**

**Tariffs/Surcharges**

- As a result of new trade policies, a tariff may be imposed on products quoted in this proposal which may increase the final proposal amount. All proposals will be reviewed for applicable tariffs prior to order entry. If tariffs were imposed after the original proposal date, a new proposal will be provided for customer approval prior to order placement.

**Proposals and Orders**

- Pricing is valid for 30 days. After that date, we reserve the right to incorporate any price increases implemented by our manufacturers, at which time a new proposal will be provided.
- All orders require either a hard copy purchase order issued by Customer or a proposal which has been approved by an authorized signatory of customer.
- Cancellations, changes or returns are not permitted once the order has been placed
- A 50% deposit is required on all furniture orders prior to order placement.
- Lead times are considered estimates and are subject to the manufacturers' production / shipping schedule(s).
- If product cannot be received at job site as scheduled and shipment must be re-directed, additional charges will apply.

**Invoicing**

- Product, installation and other services will be invoiced upon completion of installation or upon delivery of product to the job site, whichever is applicable.
- If customer is unable or unwilling to receive product at job site on the agreed product upon delivery date, product will be deemed as delivered and will be invoiced.
- Payment terms are Net 10 days from date of invoice.
- A 3% fee will be charged for all credit card payments and any bill payment services that charge a fee.
- If paying electronically please contact [ar@warehousedirect.com](mailto:ar@warehousedirect.com)

**Delivery and Installation**

- Delivery and installation will take place during standard business hours unless otherwise stated.
- Delivery and installation pricing reflect a single- phase installation unless otherwise stated.
- Area of furniture installation to be free and clear of other trades and materials.
- Elevator must be available exclusively and at no cost.
- Debris removal is included, unless otherwise stated.
- Electrical installation services are not included unless noted in proposal.
- On site changes to the project scope after installation has begun, will require a change order, quote and signature of customer in order to proceed.
- Customer is responsible for security and safekeeping of product after delivery and installation at job site.



**Making Your Workplace More Productive**  
**Address: 2001 S. Mount Prospect Rd. Des Plaines, IL 60018**  
**Phone: 847.631.3470 Toll Free: 800.858.1180**  
**Email: [customerservice@warehousedirect.com](mailto:customerservice@warehousedirect.com)**

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|-------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|--------|-----------|
| HLPLRCNTPLM | Shell<br>Option = .LSL1 Slate Teak<br>PLEASE TAG AS FOLLOWS:<br>3rd FL - SUITE #5 & #6<br>Mod<br>3rd FL - SUITE #5 &<br><br>Mod 72Wx12D Laminate<br>Transaction Top<br>Option = .LSL1 Slate Teak<br>PLEASE TAG AS FOLLOWS:<br>3rd FL - SUITE #5 & #6<br>Mod<br>3rd FL - SUITE #5 & | 1   | 57.77  | 57.77     |
| HLPLPSFF    | Mod 15Wx20Dx28H F/F Support<br>Pedestal<br>Option = .LSL1 Slate Teak<br>PLEASE TAG AS FOLLOWS:<br>3rd FL - SUITE #5 & #6<br>Mod<br>3rd FL - SUITE #5 &                                                                                                                             | 5   | 208.87 | 1044.35   |
| HLPLPSBBF   | Mod 15Wx20Dx28H B/B/F Support<br>Pedestal<br>Option = .LSL1 Slate Teak<br>PLEASE TAG AS FOLLOWS:<br>3rd FL - SUITE #5 & #6<br>Mod<br>3rd FL - SUITE #5 &                                                                                                                           | 5   | 208.87 | 1044.35   |
| HPTCC2-T1UM | Altern Custom Task Chair Mesh                                                                                                                                                                                                                                                      | 17  | 248.86 | 4230.62   |

Installation is available through Warehouse Direct.

50% deposit required on all orders over \$5,000.  
Warehouse Direct reserves the right to require a 50% deposit on any furniture order.  
Please Note: A 3% fee will be charged for all credit card payments.  
Quoted prices valid for 30 days from original date.

Please sign proposal to accept this non-returnable merchandise.  
Accepted By: \_\_\_\_\_

|           |  |
|-----------|--|
| SUB-TOTAL |  |
| TAX       |  |
| TOTAL DUE |  |



# WAREHOUSE DIRECT®

**Furniture, Interiors & Design**

2001 S MOUNT PROSPECT RD  
DES PLAINES IL 60018

847-952-1925

## PROPOSAL

|                 |                           |
|-----------------|---------------------------|
| PROPOSAL NUMBER | 50432360-0                |
| DATE            | 06/04/26                  |
| ACCOUNT / DEPT  | 30013269 500              |
| PROJECT NAME    | PROMOTIONAL PRODUCTS PROJ |
| SPECIALIST      | TEDY TODOROVA             |
| PAGE            | 9 of 10                   |

| BILLING ADDRESS                                                                                              | SPECIALIST INFORMATION                                                                                                                |
|--------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------|
| EAST AURORA SCHOOL DIST 131<br>A/P LISA 630-299-5575 FAX ABOVE<br><br>310 SEMINARY AVENUE<br>AURORA IL 60505 | TEDY TODOROVA Fax 847-956-5869<br>847-631-3443 ttodorova@warehousedirect.com<br>Cell 847-404-0893<br><br>SALESPERSON<br>JOSE URQUIAGA |

| PART NUMBER | DESCRIPTION                                                                                                                                                                                                                                                                                                           | QTY | SELL   | EXT. SELL |
|-------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|--------|-----------|
| HLPLDS6630  | Mid-Back<br>Option = .BLK Black<br>Option = \$(1) Grade 1 Uph<br>Option = .UR Contourett<br>Option = 10 Black<br>PLEASE TAG AS FOLLOWS:<br>3rd FL - SUITE #5 & #6<br>Altern<br>3rd FL - SUITE #5 &                                                                                                                    | 4   | 180.99 | 723.96    |
| HSGS6       | Mod 66Wx30Dx29H Rectangular<br>Desk Shell<br>Option = .LSL1 Slate Teak<br>PLEASE TAG AS FOLLOWS:<br>3rd FL - SUITE #5 & #6<br>Mod<br>3rd FL - SUITE #5 &                                                                                                                                                              | 4   | 510.25 | 2041.00   |
| HTLC4296    | Accomodate Set of Two Guest<br>Chairs<br>Option = .F Fixed<br>Option = .S Soft Caster<br>Option = \$(1) Grade 1 Uph<br>Option = .COMP Compass<br>Option = 10 Ink<br>Option = .CBK Charblack<br>PLEASE TAG AS FOLLOWS:<br>3rd FL - SUITE #5 & #6<br>ACCOMM<br>3rd FL - SUITE #5 &<br><br>Preside 42x96 Rectangle Top - | 2   | 516.31 | 1032.62   |

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Accepted By: \_\_\_\_\_

SUB-TOTAL

TAX

TOTAL DUE

|                 |                           |
|-----------------|---------------------------|
| PROPOSAL NUMBER | 50432360-0                |
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| SPECIALIST      | TEDY TODOROVA             |
| PAGE            | 10 of 10                  |

2001 S MOUNT PROSPECT RD  
DES PLAINES IL 60018

847-952-1925

| BILLING ADDRESS                                                                                              | SPECIALIST INFORMATION                                                                               |
|--------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------|
| EAST AURORA SCHOOL DIST 131<br>A/P LISA 630-299-5575 FAX ABOVE<br><br>310 SEMINARY AVENUE<br>AURORA IL 60505 | TEDY TODOROVA Fax 847-956-5869<br>847-631-3443<br>Cell 847-404-0893<br>ttodorova@warehousedirect.com |
|                                                                                                              | SALESPERSON<br>JOSE URQUIAGA                                                                         |

| PART NUMBER      | DESCRIPTION                                                                                                                                                                                                                                                                     | QTY | SELL    | EXT. SELL |
|------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|---------|-----------|
| HTTLEG96         | 1 piece<br>Option = .G 2mm Edgeband<br>Option = SW Skyline Walnut<br>Option = .N No Grommets<br>Option = \$(L2STD) Grd L2 Standard Laminates<br>Option = .LSW1 Skyline Walnut<br>PLEASE TAG AS FOLLOWS:<br>3rd FL - SUITE #5 & #6<br>Laminate table tops<br>3rd FL - SUITE #5 & | 2   | 458.14  | 916.28    |
| HLPLRCPNRS4225   | Preside Aluminum T leg for 96"<br>Table Tops<br>Option = \$(P1) P1 Paint Opts<br>Option = .P Black<br>PLEASE TAG AS FOLLOWS:<br>3rd FL - SUITE #5 & #6<br>Preside LM<br>3rd FL - SUITE #5 &                                                                                     | 1   | 158.77  | 158.77    |
| INSTALLATION WHD | Mod 42Wx25Dx41H Reception Desk<br>Return<br>Option = .LSL1 Slate Teak<br>PLEASE TAG AS FOLLOWS:<br>3rd FL - SUITE #5 & #6<br>Mod<br>3rd FL - SUITE #5 &                                                                                                                         | 1   | 8600.00 | 8600.00   |
| TARIFF WHD       | INSTALLATION CHARGES<br>RECEIVE, DELIVER, INSTALL<br>TIB<br><br>TARIFF                                                                                                                                                                                                          | 1   | 1786.00 | 1786.00   |

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Quoted prices valid for 30 days from original date.

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Accepted By: \_\_\_\_\_

|           |          |
|-----------|----------|
| SUB-TOTAL | 50193.12 |
| TAX       |          |
| TOTAL DUE | 50193.12 |

**Standard Terms and Conditions**  
**Effective 02/01/2025**

**Tariffs/Surcharges**

- As a result of new trade policies, a tariff may be imposed on products quoted in this proposal which may increase the final proposal amount. All proposals will be reviewed for applicable tariffs prior to order entry. If tariffs were imposed after the original proposal date, a new proposal will be provided for customer approval prior to order placement.

**Proposals and Orders**

- Pricing is valid for 30 days. After that date, we reserve the right to incorporate any price increases implemented by our manufacturers, at which time a new proposal will be provided.
- All orders require either a hard copy purchase order issued by Customer or a proposal which has been approved by an authorized signatory of customer.
- Cancellations, changes or returns are not permitted once the order has been placed
- A 50% deposit is required on all furniture orders prior to order placement.
- Lead times are considered estimates and are subject to the manufacturers' production / shipping schedule(s).
- If product cannot be received at job site as scheduled and shipment must be re-directed, additional charges will apply.

**Invoicing**

- Product, installation and other services will be invoiced upon completion of installation or upon delivery of product to the job site, whichever is applicable.
- If customer is unable or unwilling to receive product at job site on the agreed product upon delivery date, product will be deemed as delivered and will be invoiced.
- Payment terms are Net 10 days from date of invoice.
- A 3% fee will be charged for all credit card payments and any bill payment services that charge a fee.
- If paying electronically please contact [ar@warehousedirect.com](mailto:ar@warehousedirect.com)

**Delivery and Installation**

- Delivery and installation will take place during standard business hours unless otherwise stated.
- Delivery and installation pricing reflect a single- phase installation unless otherwise stated.
- Area of furniture installation to be free and clear of other trades and materials.
- Elevator must be available exclusively and at no cost.
- Debris removal is included, unless otherwise stated.
- Electrical installation services are not included unless noted in proposal.
- On site changes to the project scope after installation has begun, will require a change order, quote and signature of customer in order to proceed.
- Customer is responsible for security and safekeeping of product after delivery and installation at job site.



**Making Your Workplace More Productive**  
**Address: 2001 S. Mount Prospect Rd. Des Plaines, IL 60018**  
**Phone: 847.631.3470 Toll Free: 800.858.1180**  
**Email: [customerservice@warehousedirect.com](mailto:customerservice@warehousedirect.com)**



2155 N Elston Ave  
Chicago, IL 60614  
Phone: (630) 707-6342  
millsei.com

To: AJ Kawash  
East Aurora SD 131  
310 Seminary Avve  
Aurora, IL 60505

Date: 1/20/2026

Project: Offices

## PROPOSAL

We are pleased to provide the following quotation for your consideration:

| Qty | Description                                                                                            | Unit Price    | Extension          |
|-----|--------------------------------------------------------------------------------------------------------|---------------|--------------------|
| 34  | COE Distributing Interchangeable Mesh High Back Task Chair with Black Base<br>Mesh: TBD                | \$229.25      | \$7,794.50         |
| 36  | COE Distributing Ridge Executive Mid Back Armless, Ribbed Back Task Chair w/Chrome Base<br>Vinyl: Grey | \$124.60      | \$4,485.60         |
| 6   | COE Distributing OS Conference Table<br>72" Boat Shaped Top w/ Slab Base<br>Laminate: TBD              | \$312.90      | \$1,877.40         |
| 34  | COE Distributing OS Laminate 71"W Bow Front Desk Shell w/ BBF & FF Ped<br>Laminate: TBD                | \$815.85      | \$27,738.90        |
| 40  | COE Distributing Duo 2-in-1 Stacking Chair w/ Casters<br>Fabric: Black                                 | \$159.95      | \$6,398.00         |
|     | Install                                                                                                |               | \$4,000.00         |
|     |                                                                                                        | <b>Total:</b> | <b>\$52,294.40</b> |

\* Net 30 days

\* All sales are FINAL. No Returns

Accepted:

By: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_