



Building Service Inc.
W222 N630 Cheaney Road
Waukesha, WI 53186-1697
Phone: 262-955-6400
www.buildingservice.com

Invoice

Page: 1 of 3

Invoice Date: 04/08/2016
Date Due: 04/18/2016
Invoice Number: 111800
Apply To: 111800
Project: 82740
Order: 82740.002

Sold To: 2296-00
Bradley Foundation
1241 North Franklin Place
MILWAUKEE, WI 53202

Bill To: 2296-00
Bradley Foundation
Attention: Accounts Payable
1241 North Franklin Place
MILWAUKEE, WI 53202

Ship To/Install Loc: 2296-00
Bradley Foundation
1241 North Franklin Place
MILWAUKEE, WI 53202

Date Shipped		Customer PO		Shipped Via	FOB	Terms	Sales Person	
01/21/2016		T. FAMER		Best Way	DEST	NET 10 DAYS	Marie Hoven	
Line No	Loc	Item Number	Description			Invoice Qty	Unit Price	Extended
1	00	Dep: DEPOSIT	Deposit DEPOSIT CREDIT			1	-3,642.07	-3,642.07
2	00	WW36CW2M	WAVEWORKS,COUNTERWEIGHT,2 DRAWER LAT FILE			2	68.24	136.48
3	00	WW15FFB	WAVEWORKS,15D FILE BAR,FRONT-TO- BACK,PKG 2 TAG: 011 OPEN OFFICE			6	11.61	69.66
4	00	WW1836LFF3M	WAVEWORKS,18DX36W LATERAL FILE,FREESTANDING,THREE DWR,M ETAL 5-EXTENDED KS1S-SPECIFY 1 SILVER CORE SEPARATE STD-STANDARD,NON-METALLIC PAINT 462-CINDER			2	468.64	937.28
5	00	WW1872WSSL	WAVEWORKS,18DX72W,SURFACE,RECTANGUL AR,HPL M-MAIN NMC-REED PVC,AMBER X-NO GROMMET STD-STANDARD LAMINATE MC-AMBER			1	172.95	172.95
6	00	NCG84689010	WAVEWORKS,MODIFY TO 78" WIDE, 48" DEEP, EXTENDED SURFAC E TO BE U SHAPED. U SHAPE TO BE 30" DEEP, LEFT HOOK UP REF. MODEL-WW3672WSPERL2 M-MAIN NMC-REED PVC,AMBER X-NO GROMMET STD-STANDARD LAMINATE MC-AMBER			1	789.91	789.91
7	00	NCCB001	CASEGOODS,LOCK CORE & KEY,BLACK,NO 001			5	6.63	33.15
8	00	WW3060WSSL	WAVEWORKS,30DX60W,SURFACE,RECTANGUL AR DESK,HPL 2472 E-EXTENSION NMC-REED PVC,AMBER X-NO GROMMET STD-STANDARD LAMINATE MC-AMBER			1	186.23	186.23
9	00	VS0257	CABLE HAT EDGE M			1	91.00	91.00
10	00	Y6470.CM	FLUTE PERSONAL LIGHT,SURFACE CLAMP G2-GRAPHITE SATIN			1	164.84	164.84



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Page: 2 of 3

Invoice Date: 04/08/2016
Date Due: 04/18/2016
Invoice Number: 111800
Apply To: 111800
Project: 82740
Order: 82740.002

Sold To: 2296-00
Bradley Foundation
1241 North Franklin Place
MILWAUKEE, WI 53202

Bill To: 2296-00
Bradley Foundation
Attention: Accounts Payable
1241 North Franklin Place
MILWAUKEE, WI 53202

Ship To/Install Loc: 2296-00
Bradley Foundation
1241 North Franklin Place
MILWAUKEE, WI 53202

Date Shipped	Customer PO	Shipped Via	FOB	Terms	Sales Person
01/21/2016	T. FAMER	Best Way	DEST	NET 10 DAYS	Marie Hoven

Line No	Loc	Item Number	Description	Invoice Qty	Unit Price	Extended
11	00	Y7100.3608	SURFACE-ATTACHED TOOL RAIL 8H 36W G2-GRAPHITE SATIN	1	188.76	188.76
12	00	Y7218.	DIAGONAL TRAY XF-@FROSTED	3	29.64	88.92
13	00	Y91175.CM	FLO DUAL-SCREEN MONITOR ARM - SURFACE CLAMP MOUNT 0I-SILVER	1	347.88	347.88
14	00	WW2318PUBBFL	WAVEWORKS,23DX18W,PEDESTAL,BOX/BOX/FI LE,UNDERSURFACE,LA M BBF 2315 72MB-BALANCE,CINDER X-NO GROMMET KS1S-SPECIFY 1 SILVER CORE SEPARATE MC-AMBER MC-AMBER	1	345.44	345.44
15	00	WW2318PUFFL	WAVEWORKS,23DX18W,PEDESTAL,FILE/FILE,U NDERSURFACE,LAMIN ATE FF 2315 72MB-BALANCE,CINDER X-NO GROMMET KS1S-SPECIFY 1 SILVER CORE SEPARATE MC-AMBER MC-AMBER	1	345.44	345.44
16	00	WW2336LFM2L	WAVEWORKS,23DX36W,LATERAL FILE,UNDERSURFACE,2 DRAWER,LA M 2DWR LF 2336 72MB-BALANCE,CINDER X-NO GROMMET KS1S-SPECIFY 1 SILVER CORE SEPARATE MC-AMBER MC-AMBER	1	388.56	388.56
17	00	WW2472WSSL	WAVEWORKS,24DX72W,SURFACE,RECTANGUL AR,HPL 2472 M-MAIN NMC-REED PVC,AMBER X-NO GROMMET STD-STANDARD LAMINATE MC-AMBER	1	186.23	186.23
18	00	WW6008MPL	WAVEWORKS,60WX8H,MODESTY PANEL,1/3 HEIGHT,LAMINATE MP 6008 M-MAIN X-NO MODIFIED WIDTH (STANDARD) MC-AMBER	1	80.08	80.08



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interiors for business

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Waukesha, WI 53186-1697
Phone: 262-955-6400
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Invoice

Page: 3 of 3

Invoice Date: 04/08/2016
Date Due: 04/18/2016
Invoice Number: 111800
Apply To: 111800
Project: 82740
Order: 82740.002

Sold To: 2296-00
Bradley Foundation
1241 North Franklin Place
MILWAUKEE, WI 53202

Bill To: 2296-00
Bradley Foundation
Attention: Accounts Payable
1241 North Franklin Place
MILWAUKEE, WI 53202

Ship To/Install Loc: 2296-00
Bradley Foundation
1241 North Franklin Place
MILWAUKEE, WI 53202

Date Shipped	Customer PO	Shipped Via	FOB	Terms	Sales Person
01/21/2016	T. FAMER	Best Way	DEST	NET 10 DAYS	Marie Hoven

Line No	Loc	Item Number	Description	Invoice Qty	Unit Price	Extended
19	00	WW7227MPL	WAVEWORKS,72WX27H,MODESTY PANEL,FULL,LAMINATE MP 7227 M-MAIN X-NO MODESTY GROMMET X-NO MODIFIED WIDTH (STANDARD) MC-AMBER	1	124.62	124.62
20	00	DESIGN SERVICES	DESIGN SERVICES	2	70.00	140.00
21	00	INSTALLATION	INSTALLATION	1	790.00	790.00
22	00	—	Furniture - Baker base from BSI	1	1,676.70	1,676.70

Deposit Subtotal -3,642.07
Product Subtotal 4,677.43
Re Subtotal 2,606.70

Remit To:

Building Service, Inc.
W222 N630 Cheaney Road
Waukesha WI 53186-1697

Please Pay This Amount - USD --- 3,642.06

DATE MTL RECD. 4-8-16
PRICES VEFD. BY RN
COMP. CHKD. BY _____
CHARGE ACCT. 18999-000
APPROVED FOR PAYMT. Hy
DATE PAID _____
CHECK No. _____

BSI - CF furn.



Asset Request Form

18
33110

Bradley Foundation
1241 N. Franklin Place
Milwaukee, WI 53202
(414) 291-9915

[illegible]

Subtotal	\$	7,284.13
Sales Tax		-
Total	\$	7,284.13

Date _____

Date _____

Date _____

1241 N. Franklin Place, Milwaukee, WI

H:\Admin_asst\Asset request form.docx

revised 3-30-12

	<u>Cost</u>	<u>Design Services</u>	<u>Installation</u>	<u>Shipping & Handling</u>	<u>Total Cost</u>
		\$ 140.00	\$ 790.00		
Waveworks 3 dwr lateral file	\$ 1,193.15 ✓	\$ 26.29 ✓	\$ 148.34 ✓	\$ -	\$ 1,367.78
Waveworks height adj desk	\$ 3,614.32 ✓	\$ 79.63	\$ 449.36	\$ -	\$ 4,143.32
Waveworks Separate files	\$ 1,546.66 ✓	\$ 34.08	\$ 192.29	\$ -	\$ 1,773.03
		\$ -	\$ -	\$ -	
		\$ -	\$ -	\$ -	
		\$ -	\$ -	\$ -	
		\$ -	\$ -	\$ -	
	<u>\$ 6,354.13</u>	<u>\$ 140.00</u>	<u>\$ 790.00</u>	<u>\$ -</u>	<u>\$ 7,284.13</u>

Lateral file		
2 3 Drawer metal	468.64	937.28 ✓
1 Surface rectangle	172.95	172.95 ✓
2 locks	6.63	13.26 ✓
6 file bar	11.61	69.66 ✓
		1193.15 ✓

Separate files		
3 locks	6.63	19.89 ✓
Ped box file	345.44	345.44 ✓
ped file undersurface	345.44	345.44 ✓
Lateral file undersurface	388.56	388.56 ✓
Modesty panel - lateral	124.62	124.62 ✓
2 drawer lateral counter weight	68.24	136.48 ✓
Surface rectangle	186.23	186.23 ✓
		1546.66

Desk		
U Shape Extended Surface	789.91	789.91 ✓
circular desk	186.23	186.23 ✓
Rounded end	1676.7	1676.7 ✓
cable hat	91	91 ✓
Flute light	164.84	164.84 ✓
Tool Rail	188.76	188.76 ✓
3 Diagonal tray	29.64	88.92 ✓
Monitor arm clamp	347.88	347.88 ✓
modesty panel - electric desk	80.08	80.08 ✓
		3614.32



Asset Request Form

Date: 12/4/2015

VENDOR INFORMATION

Contact	Marie Hoven
Company	Building Services Inc.
Address	W22 N630 Cheaney Road
City, State, Zip	Waukesha, WI 53186-1697
Phone	262-955-6400
Fax	

SHIP TO

Bradley Foundation
1241 N. Franklin Place
Milwaukee, WI 53202
(414) 291-9915

[illegible]

Subtotal	\$	7,284.13
Sales Tax		-
Total	\$	7,284.13

Requested by Yeni Farmer

Requested by

12-4-15

Date _____

by M. Paul

12/4/15

Date _____

Asset Entered by

Date _____

1241 N. Franklin Place, Milwaukee, WI 53202-2901 Voice (414) 291-9915 Fax (414) 291-9991



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interiors for business

Building Service Inc.
W222 N630 Cheaney Road
Waukesha, WI 53186-1697
Phone: 262-955-6400
www.buildingservice.com

Invoice

Page: 1 of 1

Invoice Date: 12/16/2015
Date Due: 12/26/2015
Invoice Number: 108601
Apply To: 108601
Project: 82740
Order: 82740.002

Sold To: 2296-00
Bradley Foundation
1241 North Franklin Place
MILWAUKEE, WI 53202

Bill To: 2296-00
Bradley Foundation
Attention: Accounts Payable
1241 North Franklin Place
MILWAUKEE, WI 53202

Ship To/Install Loc: Same

Date Shipped	Customer PO	Shipped Via	FOB	Terms	Sales Person	
	T. FAMER	Best Way	DEST	NET 10 DAYS	Marie Hoven	
Line No	Loc	Item Number	Description	Invoice Qty	Unit Price	Extended

1		Dep: DEPOSIT	Deposit	1	3,642.07	3,642.07
			Deposit Subtotal			3,642.07

Remit To:
Building Service, Inc.
W222 N630 Cheaney Road
Waukesha WI 53186-1697

Please Pay This Amount - USD --- 3,642.07

50% down payment required - Furniture for Cynthia's Office - Orig. Contract Amt. \$7,284.13

DATE MTL RECD. 12-16-15
PRICES VERFD. BY AK
COMP. CHKD. BY _____
CHARGE ACCT. 189998-000
APPROVED FOR PAYMT. M. Hoven
DATE PAID _____
CHECK No. _____
BSI - CF furn



November 27, 2015

Bradley Foundation
1241 North Franklin Place
Milwaukee, WI 53202
Attn: Terri Famer

Project #82740

Proposal for: **2nd Floor: Cynthia's office**

BSI is pleased to submit this proposal to furnish labor and materials per the following attachment:

Attachment #1 - Description of Work

Project Total: \$7,284.13
Tax Exempt.

Terms of Payment

- 50% down payment required
- All invoices due within 10 days of receipt. Interest at a rate of 2.5% per month will be charged on all delinquent payments.
- No payment shall be withheld on any invoice because of partial delivery of the entire order.
- BSI limits credit card transactions to \$1000.00 per contract, all transactions will be assessed a 4% processing fee.

This proposal is subject to written acceptance within (30) days of its date.
The terms on the attached are expressly made a part of this agreement.

Accepted by _____ Date 12-4-15
Signature Terri L. Famer
Title VP for Admin.

Presented by _____ Date _____
Marie Hoven
Account Executive
BSI (Building Service Inc.)

All sales are final upon receipt of signed proposal or customer purchase order issued to BSI, and accepted by an officer of Building Service Inc.

BSI (Building Service Inc.) Date _____
BSI State Contractor License #1096956

Title

Item	Cat	Qty	Part Description		Sell	Ext Sell
1	NL2	2	WAVEWORKS,COUNTERWEIGHT,2 DRAWER LAT FILE	(1)	\$ 68.24	\$ 136.48
2	NL2	6	WAVEWORKS,15D FILE BAR,FRONT-TO-BACK,PKG 2	(1)	\$ 11.61	\$ 69.66
3	NL2	2	WAVEWORKS,18DX36W LATERAL FILE,FREESTANDING,THREE DWR,METAL EXTENDED SPECIFY 1 SILVER CORE SEPARATE STANDARD,NON-METALLIC PAINT CINDER	(2)	\$ 468.64	\$ 937.28
4	NL2	1	WAVEWORKS,18DX72W,SURFACE,RECTANGULAR,HPL MAIN REED PVC,AMBER NO GROMMET STANDARD LAMINATE AMBER	(2)	\$ 172.95	\$ 172.95
5	NL2	1	WAVEWORKS,MODIFY TO 78" WIDE, 48" DEEP, EXTENDED SURFACE TO BE U SHAPED. U SHAPE TO BE 30" DEEP, LEFT HOOK UP TO ... REMAIN 30" DEEP WW3672WSPERL2 MAIN REED PVC,AMBER NO GROMMET STANDARD LAMINATE AMBER	Desk (3)	\$ 789.91	\$ 789.91
6	NL2	5	CASEGOODS,LOCK CORE & KEY,SILVER,NO 001	(3)	\$ 6.63	\$ 33.15
7	NL2	1	WAVEWORKS,30DX60W,SURFACE,RECTANGULAR DESK,HPL EXTENSION REED PVC,AMBER NO GROMMET STANDARD LAMINATE AMBER	(3)	\$ 186.23	\$ 186.23
8	NXT	1	VISO, Complete Table, Square Edge Extended Corner Workcenter Rounded End, 48x30x78x30, ELECTRIC BLACK UMBER	(3)	\$ 1,676.70	\$ 1,676.70
9	NXT	1	CABLE HAT	(3)	\$ 91.00	\$ 91.00
10	HBE	1	+Flute Personal Light,surface clamp +graphite satin	(3)	\$ 164.84	\$ 164.84
11	HBE	1	+Surface-Attached Tool Rail 8H 36W +graphite satin	(3)	\$ 188.76	\$ 188.76
12	HBE	3	+Diagonal Tray +frosted	(3)	\$ 29.64	\$ 88.92
13	HBE	1	+Flo Dual-Screen Monitor Arm - Surface Clamp Mount +silver	(3)	\$ 347.88	\$ 347.88

Item	Cat	Qty	Part Description	Sell	Ext Sell
14	NL2	1	WAVEWORKS,23DX18W,PEDESTAL,BOX/BOX/FILE,UNDERSURFACE,LAM M BALANCE,CINDER NO GROMMET SPECIFY 1 SILVER CORE SEPARATE AMBER AMBER	\$ 345.44	\$ 345.44
15	NL2	1	WAVEWORKS,23DX18W,PEDESTAL,FILE/FILE,UNDERSURFACE,LAMINA TE BALANCE,CINDER NO GROMMET SPECIFY 1 SILVER CORE SEPARATE AMBER AMBER	\$ 345.44	\$ 345.44
16	NL2	1	WAVEWORKS,23DX36W,LATERAL FILE,UNDERSURFACE,2 DRAWER,LAM BALANCE,CINDER NO GROMMET SPECIFY 1 SILVER CORE SEPARATE AMBER AMBER	\$ 388.56	\$ 388.56
17	NL2	1	WAVEWORKS,24DX72W,SURFACE,RECTANGULAR,HPL MAIN REED PVC,AMBER NO GROMMET STANDARD LAMINATE AMBER	\$ 186.23	\$ 186.23
18	NL2	1	WAVEWORKS,60WX8H,MODESTY PANEL,1/3 HEIGHT,LAMINATE MAIN NO MODIFIED WIDTH (STANDARD) AMBER	\$ 80.08	\$ 80.08
19	NL2	1	WAVEWORKS,72WX27H,MODESTY PANEL,FULL,LAMINATE MAIN NO MODESTY GROMMET NO MODIFIED WIDTH (STANDARD) AMBER <i>Panel on back per Bruce 3-22-16</i>	\$ 124.62	\$ 124.62
sub			Cynthia's Office Subtotal		\$ 6,354.13
20	BSI	2	Design Services	\$ 70.00	\$ 140.00
21	BSI	1	Installation	\$ 790.00	\$ 790.00
			Grand Total		\$ 7,284.13

Re: 2nd Floor: Cynthia's office

Terms and Conditions

Signature of proposal or receipt of customer purchase order binds client to the following terms and conditions.

Warranty

- All work is warranted by BSI (Building Service, Inc.) to be free from defects in materials or workmanship for a period of twelve (12) months from date of delivery /or substantial completion, or for the length of manufacturers stated warranty (whichever is longest). No agent or representative of BSI is authorized to make any additional representations or warranties unless in writing and made part of these terms and conditions of sale.

Delays

- If delivery cannot be made as scheduled (due to conditions imposed by the customer) buyer will pay any applicable warehousing and redelivery charges. The product will be made available for inspection at the designated storage facility and will be invoiced according to original schedule and payment terms.

Safety & Storage

- Purchaser agrees to furnish a safe place for storage of BSI supplies and equipment as well as all furnishings and materials, described herein. In addition, supply without cost; necessary light, heat, power, elevator service and a safe environment for BSI and its associates. BSI associates shall be informed by the owner of all hazardous substances which they may come in contact with at the site.
- The site shall be clean, clear and free of debris prior to commencement of work. Adequate facilities for off-loading, staging, moving and handling shall be provided.
- After arrival at site, any loss or damages by weather, fire or other elements, other trades or buyers' personnel shall be the responsibility of the buyer. Purchaser must notify BSI, in writing, of any claim for damages to goods within 3 days of delivery. In the event of damages BSI reserves the right to repair damaged product or replace the item as deemed appropriate by BSI.

Asbestos/Mold

- In the event it shall be determined or found during the course of BSI's performance of this contract that there is asbestos or mold in the area of the work being so performed, it is understood and agreed that BSI shall discontinue its work until such time as the asbestos or mold is removed by owner and/or general contractor with whom this contract is being made. In the event the asbestos or mold is not so removed or other suitable arrangements are not made, this contract shall then terminate and BSI shall then be paid for the work performed by it up to the time of the termination of its performance. BSI shall not be responsible for the removal, cost of removal or the cost of any construction delays which shall be caused, incurred and/or sustained by reason of the presence of asbestos or mold on the subject premises.
- After asbestos containing materials or mold has been removed by a qualified abatement contractor, the owner shall provide BSI with a written air clearance sample results (as determined by laboratory analysis) that are no greater than 0.01 fibers per cubic centimeter as analyzed by phase contrast microscopy or as accepted by EPA transmission electron microscopy clearance standard.

Changes

- All change orders or proposals for additional work must be signed before work will commence. No credit allowance shall be made for alterations, unless such credit or allowance has been agreed to by BSI in writing.
- All additions, amendments, or changes of any manner whatsoever, subsequent to this contract, shall be now and at all times subject to the provisions, restrictions, limitations, conditions and remedies provided for in this contract, whether or not such orders, additions, amendments or changes be evidenced by further writings.
- In the event a cancellation must be made after this proposal is approved and submitted by the purchaser to BSI, it is understood and agreed that BSI will be paid for materials ordered, all stock inventory and all work already accomplished on the project to date of cancellation, as well as all manufacturer cancellation/change penalties.

Prime Contractor

- Where BSI is Prime Construction Contractor the following notice is hereby given in accordance with Sec. 779.02(2) of the Statutes of the State of Wisconsin, to wit:

"AS REQUIRED BY THE WISCONSIN CONSTRUCTION LIEN LAW, BSI HEREBY NOTIFIES OWNER THAT PERSONS OR COMPANIES FURNISHING LABOR AND MATERIALS FOR THE CONSTRUCTION ON OWNER'S LAND MAY HAVE LIEN RIGHTS ON OWNER'S LAND AND BUILDINGS IF NOT PAID. THOSE ENTITLED TO LIEN RIGHTS, IN ADDITION TO THE UNDERSIGNED BSI, ARE THOSE WHO CONTRACT DIRECTLY WITH THE OWNER OR THOSE WHO GIVE THE OWNER NOTICE WITHIN 60 DAYS AFTER THEY FIRST FURNISH LABOR OR MATERIALS FOR THE CONSTRUCTION. ACCORDINGLY, OWNER PROBABLY WILL RECEIVE NOTICES FROM THOSE WHO FURNISH LABOR OR MATERIALS FOR THE CONSTRUCTION, AND SHOULD GIVE A COPY OF EACH NOTICE RECEIVED TO THE MORTGAGE LENDER, IF ANY. CONTRACTOR AGREES TO COOPERATE WITH THE OWNER AND THE OWNER'S LENDER, IF ANY, TO SEE THAT ALL POTENTIAL LIEN CLAIMANTS ARE DULY PAID."



BSI Corporate
W222 N630 Chocoma Road
Waukesha, Wisconsin 53186
Phone 262.955.8400

BSI North
2920 N. Ballard Road Suite B
Appleton, Wisconsin 54911
Phone 920.735.3636

design • build • furnish
interiors for business

CUSTOMER NAME: Bradley Foundation

October 8, 2015

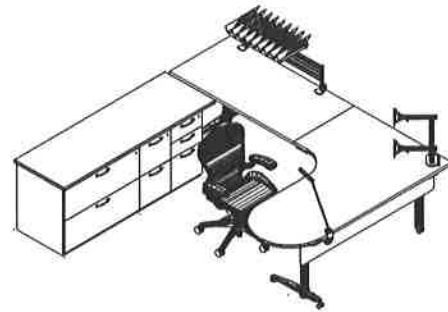
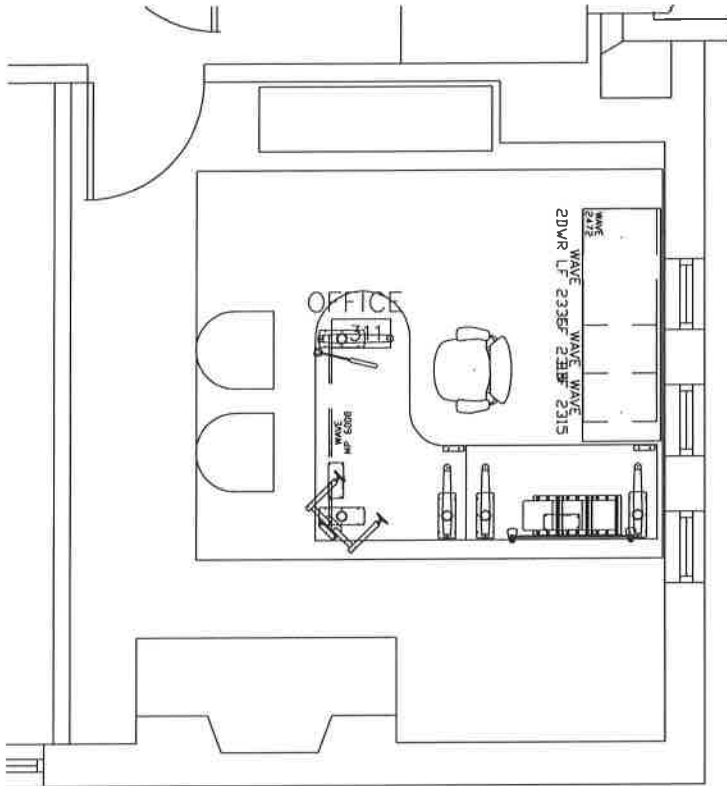
PROJECT TITLE: Cynthia's Office

DRAWN BY: kl

82740

SCALE: 1/4" = 1'-0"

REVISION DATE: 00/00/00



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OR SOLD WITHOUT THE EXPRESS WRITTEN CONSENT OF BUILDING SERVICE, INC.
© BUILDING SERVICE, INC.

Terri Famer

From: Marie Hoven <mhoven@buildingservice.com>
Sent: Friday, November 27, 2015 2:09 PM
To: Terri Famer
Cc: Kim Langeberg
Subject: Proposal for Cynthia's office
Attachments: Furniture 82740 Cynthia's office Proposal 11-27-2015.pdf; 82740_Cynthia's_112715 (modified).pdf; Bradley Foundation

Hi Terri,
Hope you had a wonderful Thanksgiving.
Attached is the proposal and drawings for Cynthia's office. The lead-time on this product is 5-6 weeks.
Please let us know if you have any questions.
Thanks,

Marie Hoven | Account Executive



W222 N630 Cheaney Road | Waukesha, WI 53186
direct (262) 955.6243 | cell (414) 881.8796 | website



Mike-
Are you okay with
\$7,284.13 for
Cynthia's new
ergonomic desk/
furniture and
file cabinets?
YES
Terri
12-2-15

DISCLAIMER:

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