



Date: 5/6/2016

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

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

Subtotal	\$	8,325.31
Sales Tax		
Total	\$	8,325.31

Date \_\_\_\_\_

Date \_\_\_\_\_

Date \_\_\_\_\_

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



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

# Invoice

Page: 1 of 2

**Invoice Date:** 05/05/2016  
**Date Due:** 05/15/2016  
**Invoice Number:** 112412  
**Apply To:** 112412  
**Project:** 82740  
**Order:** 82740.001

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	
04/28/2016	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	-4,162.65	-4,162.65
2	00	CT01-42	COUNCILL 42" DIA. ROUND VENEER CONFERENCE TABLE, STRAIG HT EDGE TAG: JESSICAS OFFICE EDGE-SE EDGE BASE-F2 BASE FINISH-TBD	1	3,666.00	3,666.00
3	00	PR2439LFF2W	PRESIDENT,24DX39WX30H,LF,FREESTANDING, TWO DRAWER,WOOD TAG: JESSICAS OFFICE 26AB-ANTIQUE BRASS KRB-RANDOM CORE INCL,NOT INSTALLED STD-STANDARD GROUP 1 CW-CORDOVAN	1	1,310.07	1,310.07
4	00	PR1539CPTW	PRESIDENT,15DX39W,COMPONENT,TOP,BOOK CASE TAG: JESSICAS OFFICE STD-STANDARD GROUP 1 CW-CORDOVAN	1	257.49	257.49
5	00	PR3648BCO	PRESIDENT,36WX48H,BOOKCASE,OPEN, THREE SHELF TAG: JESSICAS OFFICE STD-STANDARD GROUP 1 CW-CORDOVAN	1	619.66	619.66
6	00	KCG34438020	TRADITIONAL COMPUTER TABLE TAG: JESSICAS OFFICE REF. MODEL-TVT-2552W STD-STANDARD GROUP 1 CW-CORDOVAN	1	1,252.09	1,252.09
7	00	FREIGHT	COUNCILL ESTIMATED FREIGHT	1	248.00	248.00
8	00	DESIGN SERVICES	DESIGN SERVICES	2	70.00	140.00
9	00	INSTALLATION	INSTALLATION	1	832.00	832.00



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

# Invoice

Page: 2 of 2

Invoice Date: 05/05/2016  
Date Due: 05/15/2016  
Invoice Number: 112412  
Apply To: 112412  
Project: 82740  
Order: 82740.001

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	
04/28/2016	T.FAMER	Best Way	DEST	NET 10 DAYS	Marie Hoven	
Line No	Loc	Item Number	Description	Invoice Qty	Unit Price	Extended

Deposit Subtotal	-4,162.65
Freight Subtotal	248.00
Product Subtotal	7,105.31
Re Subtotal	972.00

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

Please Pay This Amount - USD - - - 4,162.66

DATE MTL RECD. 5/6/16  
PRICES VEFD. BY RAI  
COMP. CHKD. BY \_\_\_\_\_  
CHARGE ACCT. 18999-000  
APPROVED FOR PAYMT. \_\_\_\_\_  
DATE PAID \_\_\_\_\_  
CHECK No. \_\_\_\_\_  
BSI

**Building Service Inc.**

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

**design build furnish**

interiors for business

Vendor: 8948-00  
Kindel Furniture Co  
4047 Eastern Ave SE  
GRAND RAPIDS, MI 49508

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

Ship To: 1  
Building Service Inc.  
Attention: Receiving  
W222 N630 Cheaney Road  
Waukesha, WI 53186

**Receiving Worksheet**

Our PO Nbr: 82740.001.01

Need Date: 11/18/2015

Page: 1 of 1

Project: 82740

Order: 82740.001

*Handwritten:* 5/15/16  
~~5/18/15~~

Date Entered	Our Customer's PO	Sales Person	Receiving Location Code
11/18/2015	T.FAMER	Marie Hoven	

**Additional Information and Instructions**

Call Before Delivery Contact: CBD242629556270 Josh Gonzalez  
Order Note:

Line	Item Number	Description	Factory Order	Bin Loc Code	Qty	Qty Rec'd	Bin Loc Code	Qty Rec'd	Bin Loc Code	Qty Rec'd
1	CT01-42	COUNCILL 42" DIA. ROUND VENEER CONFERENCE TABLE, STRAIG	48688 <del>02/04/16</del> 4-9-16		1	1	<del>AU</del> A18			
		HT EDGE TAG: JESSICAS OFFICE EDGE-SE EDGE BASE-F2 BASE FINISH-TBD								

~~414-870-0267~~

Contact:

Terri Famer  
414-291-9915  
tfamer@bradleyfdm.org

Installer \_\_\_\_\_  
Hours to complete \_\_\_\_\_  
Date \_\_\_\_\_

CSR:

Darcy  
x6217

Installer ~~Matt & Josh~~  
Hours to complete 1  
Date 3/15

Received By: D. Gruener Date: 5/3/16

Approved By: \_\_\_\_\_

Date: \_\_\_\_\_

Print Name



*preliminary*  
**Asset Request Form**

Date: 3/28/2016

3/29/10  
JH

## VENDOR INFORMATION

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

## SHIP TO

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

[illegible]

Subtotal	\$	8,325.31
Sales Tax		-
Total	\$	<b>8,325.31</b>

Yusi Famer 3-2876  
Requested by \_\_\_\_\_ Date \_\_\_\_\_

Requested by M. Wil Date 3/28/16

Authorized By \_\_\_\_\_ Date \_\_\_\_\_

Asset Entered by	Date
------------------	------

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

[illegible]



Date: 11/17/2015

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

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

Requested by Meri Farmer Date 11-17-15

Authorized By Gina J. Swartz Date 11/18/15

revised 3-30-12

DATE MTL RECD. 11.18.15  
PRICES VEFD. BY XL  
COMP. CHKD. BY \_\_\_\_\_  
CHARGE ACCT. ~~75100-000~~ 18999-000  
APPROVED FOR PAYMT. XL  
DATE PAID \_\_\_\_\_  
CHECK No. \_\_\_\_\_  
BSI - deposit JD furn





November 16, 2015

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

Project #82740

Proposal for: **Renovation**

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

Attachment #1 - Description of Work

Project Total: \$8,325.31

~~Plus tax.~~ *Fdn is tax exempt. pf*

**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

Presented by

Date

*Terri Famer 11-17-15*  
Signature  
*VP for Admin.*  
Title

*Marie Hoven*  
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

**Corporate Office**  
W222 N630 Cheaney Rd.  
Waukesha, Wisconsin  
53186-1697

Phone: 262-955-6400

**North**  
2920 N. Ballard Rd.  
Suite B  
Appleton, Wisconsin  
54911-8318

920-735-3636  
888-735-3636  
Fax 920-735-3629

Re: Renovation

## 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."

**Corporate Office**  
W222 N630 Cheaney Rd.  
Waukesha, Wisconsin  
53186-1697

262-955-6400

**North**  
2920 N. Ballard Rd.  
Suite B  
Appleton, Wisconsin  
54911-8318

920-735-3636  
888-735-3636  
Fax 920-735-3629

# Bradley Foundation - Jessica's Office 11-16-15

1 of 1

Item	Cat	Tag	Qty	Part Description	Sell	Ext Sell
1		TAG: JESSICA'S OFFICE	1	COUNCILL 42" DIA. ROUND VENEER CONFERENCE TABLE RE EDGE F2 BASE TBD	\$ 3,666.00	\$ 3,666.00
2	KL2	TAG: JESSICA'S OFFICE	1	PRESIDENT,24DX39WX30H,LF,FREESTANDING,TWO DRAWER,WOOD ANTIQUE BRASS RANDOM CORE INCL,NOT INSTALLED STANDARD GROUP 1 CORDOVAN	\$ 1,310.08	\$ 1,310.08
3	KL2	TAG: JESSICA'S OFFICE	1	PRESIDENT,15DX39W,COMPONENT, TOP,BOOKCASE STANDARD GROUP 1 CORDOVAN	\$ 257.49	\$ 257.49
4	KL2	TAG: JESSICA'S OFFICE	1	PRESIDENT,36WX48H,BOOKCASE,OPEN, THREE SHELF STANDARD GROUP 1 CORDOVAN	\$ 619.66	\$ 619.66
5	KL2	TAG: JESSICA'S OFFICE	1	TRADITIONAL COMPUTER TABLE TVT-2552W STANDARD GROUP 1 CORDOVAN	\$ 1,252.08	\$ 1,252.08
sub				<b>JESSICA'S OFFICE Subtotal</b>		<b>\$ 7,105.31</b>
6	BSI		1	Councill Estimated Freight	\$ 248.00	\$ 248.00
7	BSI		2	Design Services	\$ 70.00	\$ 140.00
8	BSI		1	Installation	\$ 832.00	\$ 832.00
				<b>Grand Total</b>		<b>\$ 8,325.31</b>



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