



Highway Department


Telephone: 701-298-2370

Fax: 701-298-2395

SMB-HWY@casscountynd.gov

MEMORANDUM

TO: Cass County Commission

FROM: Tom Soucy, County Engineer 

DATE: January 18, 2024

SUBJECT: Consent Agenda Item for February 5, 2024, Cass County Commission. Purchase of Tractor.

The 2024 budget includes the replacement of a tractor. Bids were opened January 4, 2024. The following bids were received.

2024 Tractor Bids:

General Equipment	JCB 4220 Fasttrac	\$266,500.00
RDO Equipment	John Deere 6R215	\$277,350.00

SUGGESTED MOTION:

Move to approve the purchase of a 2024 JCB 4220 Fasttrac for \$266,500.00 from General Equipment.



QUOTATION NO Q-25990 - 0	DATE 01/10/2024
PAYMENT TERMS DUE UPON RECEIPT	

GENERAL EQUIPMENT & SUPPLIES INC

CUSTOMER NO 20701
CUSTOMER REF

EQUIPMENT SALES QUOTATION

INVOICE TO:

CASS COUNTY HIGHWAY DEPT
 1201 W MAIN AVE
 WEST FARGO, NORTH DAKOTA 58078-1301
 UNITED STATES

SHIP TO:

ND

ATTN: BLAINE LAAVEG

COUNTY: CASS

SALESMAN: TRAVIS HINKLEY

DELIVERY TERMS:

GES ARRANGE & INCLUDE

QUOTATION GOOD THRU: 1/24/2024

BRAND NEW MACHINE.

SET	UNIT	QTY	UNIT PRICE	TOTAL
10	E00068065 FAST TRAC 2024 JCB MODEL: 4220 S/N: 3309575 JCB 4220 FASTTRAC - JCB FASTRAC - 4WS ABS - T4F - 50 KPH SELECTRONIC - 540/65R30 BKT RIDEMAXX- SNOW/ICE/ALL-TERRAIN TIRE - REAR AND FRONT PTO - FRONT 1000RPM 21 SPLINE 1 3/8" - 3 FRONT AND 3 REAR SPOOLS WITH FRONT LINK - LADDER - DRAWBAR MOUNTING ONLY - CLEVIS POWER PIN DRAWBAR CAT III - HEAVY DUTY AXLE PAIR - FRONT FREE FLOW RETURN - REAR DECK WEIGHT 900 KGS - SAE COMPLETING PACK (NO WIDE MARKERS) - CAT 3 - CAT 2 LINKAGE - SMOKERS PACKAGE - TWIN MAGNETIC BEACONS - REAR POWER SOCKET - 3-PIN - FRONT LOADER PACKAGE - FIELD PRO PACKAGE - GPS READY - AGRA GPS READY	1	\$266,500.00	\$266,500.00

FOB: WEST FARGO, ND

WARRANTY: 3YR/3000HR PREMIER

SET TOTAL:

\$266,500.00

SUB TOTAL:

\$266,500.00

***** Sales Tax is not included on this quote. Applicable sales tax will be included on the Equipment Sales Agreement and Equipment Sales Invoice based on applicable sales tax. *****

TOTAL PURCHASE:	\$266,500.00
LESS TRADE-IN(S):	\$0.00
MISC CHARGES:	\$0.00
TOTAL AMOUNT (USD)	\$266,500.00

GENERAL EQUIPMENT & SUPPLIES INC

CUSTOMER ACCEPTANCE

CUSTOMER PO



State's Attorney Office
Kimberlee J. Hegvik, State's Attorney

MEMORANDUM

To: County Commission

From Kimberlee J. Hegvik, Cass County State's Attorney

Date: January 29, 2024

Subject: Purchase of office furniture and network switch for State's Attorney's Office

I am requesting \$19,630.87 to purchase office furniture from Fluid Interiors (formerly known as Christiansons) for the remodeled State's Attorney's Office space. Proposed designs and bids were also obtained from Business Essentials and Inter Office. Fluid Interiors' layouts/designs/product selections best match my office's requirements. Attached is the quote obtained from Fluid Interiors.

I am also requesting \$7,318 for the purchase of a network switch which is needed to support additional network connections on the 3rd floor of the State's Attorney's Office

These expenses were anticipated and budgeted for 2024 in line items 3101-4017201 and 3101-4019111.

SUGGESTED MOTION: Authorize the purchase of furniture for the State's Attorney's Office in the amount of \$19,630.87 from Fluid Interiors and \$7,318 for the purchase of a network switch, both with funds from line items 3101-4017201 and 3101-40195111 of the State's Attorney's 2024 budget.

FLUID

Fluid Interiors
 2828 13th Ave S
 Fargo, ND 58103
 Phone: 701-293-3944
 Email/Web: www.fluidinteriors.com

Date Due:
 Project: 35809
 Quote: 35809.001
 Status: New
 Print Date: 01/26/24

Sold To: 5701-00
 Cass County
 Courthouse
 211 9th Street South
 Fargo, ND 58103
 Attention: Meg Nettum

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 Attention: Meg Nettum
 Phone: 701 241-5851
 Email: nettumm@casscountynd.gov

Date Entered	Salesperson	FOB	Terms
12/06/2023	Roger Christianson	D	Net 10 Days

Line	Loc	Item Number	Description	Order Qty	Unit Price	Extended
SHARED OFFICE						
1	00	S31NN-TOBU3066	D-SHAPED 30"D X 66"W Options: SNO-SNOW	2	117.98	235.96
2	00	31NN-DT2472A	TABLE,RECTANGULAR,SHELL,3/4-HT. MOD. PNL,FULL-WIDTH LEG PNL 24"(600MM)D X 72"(1800MM)W SHARED OFFICE Options: SNO-SNOW GAN-ANTHRACITE GREY	1	351.04	351.04
3	00	3NNE-P1518UFL	PEDESTAL,MODULAR,B/B/F,18"(450MM)D X 15"(388MM)WX 28"(713MM)H SHARED OFFICE Options: GAN-ANTHRACITE GREY	4	412.91	1,651.64
4	00	3NNN-EM721716P	HUTCH,W/DOORS,WALL-MOUNTED,16"(400MM)D X72"(1800MM)W X 17"(427MM)H SHARED OFFICE Options: ERH-HARD ROCK MAPLE	1	524.29	524.29
5	00	S31NN-TO2448	TOP ONLY, STD. RECT. SURF., TFL, 24DX48W SHARED OFFICE Options: SNO-SNOW	2	105.19	210.38
17	00	SLPHC2S3NCF24UD0B07NT	SLOPE CORNER HEIGHT ADJUSTABLE BASE, TWO STAGE, C FOOT, 24" FEET, TOUCH UP/DOWN, BLACK SHARED OFFICE	2	596.63	1,193.26
18	00	EXPAC2P0B07	EXTENSION PLATE SHARED OFFICE	2	19.13	38.26
19	00	STRAC310B07	STRETCHER BAR SHARED OFFICE	4	19.88	79.52
21	00	179CR-B	COMPACT CORNER RECTANGLE SHARED OFFICE	2	53.20	106.40
24	00	LGC-TK7221M	WALL-MOUNT TACKBOARDS, 72 X X 21 SHARED OFFICE COUTURE, SEAM Options: (GR1)-GRADE 1 CO05-COUTURE	2	223.16	446.32
27	00	94E2848100	PERNO T5 FLUORESCENT TASK LIGHT SHARED OFFICE	1	136.18	136.18
31	00	LGC-TK3621M	WALL-MOUNT TACKBOARDS, 36 X X 21 Options: (GR1)-GRADE 1 CPT-UC CREPE 06-CREPE - NICKEL	3	186.04	558.12
32	00	3NNN-EM361716	HUTCH,OPEN,WALL-MOUNTED,16"(400MM)D X 36"(900MM)W X 17"(427MM)H SHARED OFFICE Options: (STDSEL)-STANDARD SELECTION XXX ERH-WOOD GRAIN: HARD ROCK MAPLE	3	223.16	669.48

FLUID

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 2828 13th Ave S
 Fargo, ND 58103
 Phone: 701-293-3944
 Email/Web: www.fluidinteriors.com

Quotation
 Page: 2 of 7

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12/06/2023	Roger Christianson	D	Net 10 Days

Line	Loc	Item Number	Description	Order Qty	Unit Price	Extended
33	00	M600-2212	IMPROV,4LEG, SIDE CHAIR, UPH BK,ARM,HRD CSTRS, Options: (3A)-TELLURE GRD A ,3A-18-BLACK GRD A ,TR-F-BLACK GRD A	4	346.88	1,387.52
SINGLE OFFICES						
6	00	S31NN-TOBU3066	D-SHAPED 30"D X 66"W SINGLE OFFICES Options: SNO-SNOW	2	117.98	235.96
7	00	31NN-DT2472A	TABLE,RECTANGULAR,SHELL,3/4-HT. MOD. PNL,FULL-WIDTH LEG PNL 24"(600MM)D X 72"(1800MM)W SINGLE OFFICES Options: SNO-SNOW GAN-ANTHRACITE GREY	2	351.04	702.08
8	00	3NNE-P1518UFL	PEDESTAL,MODULAR,B/B/F,18"(450MM)D X 15"(388MM)W X 28"(713MM)H SINGLE OFFICES Options: GAN-ANTHRACITE GREY	4	412.91	1,651.64
9	00	3NNN-EM721716P	HUTCH,W/DOORS,WALL-MOUNTED,16"(400MM)D X 2"(1800MM)W X 17"(427MM)H SINGLE OFFICES Options: ERH-HARD ROCK MAPLE	2	524.29	1,048.58
10	00	3NNN-B367314	BOOKCASE,OPEN,14"(350MM)D X 36"(900MM)W X 73"(1834MM)H SINGLE OFFICES Options: ERH-HARD ROCK MAPLE	2	380.74	761.48
11	00	LGC-TK7221M	WALL-MOUNT TACKBOARDS, 72 X X 21 SINGLE OFFICES Options: CO05-COUTURE, SEAM	2	223.16	446.32
12	00	S3NNE-243073BUF	STORAGE/WARDROBE UNIT,W/DOORS BBF ON LEFT 24"D X 30"W X 73" SINGLE OFFICES Options: ERH-HARD ROCK MAPLE	1	1,228.43	1,228.43
13	00	S3NNE-243073UFB	STORAGE/WARDROBE UNIT,W/DOORS BBF ON RIGHT 24"D X 30"W X 73" SINGLE OFFICES Options: ERH-HARD ROCK MAPLE	1	1,228.43	1,228.43
14	00	SLPHC2S3NCF24UD0B07NT	SLOPE CORNER HEIGHT ADJUSTABLE BASE, TWO STAGE, C FOOT, 24" FEET, TOUCH UP/DOWN, BLACK SINGLE OFFICES	2	596.63	1,193.26
15	00	EXPAC2P0B07	EXTENSION PLATE SINGLE OFFICES	2	19.13	38.26

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16	00	STRAC310B07	STRETCHER BAR SINGLE OFFICES	4	19.88	79.52
22	00	179CR-B	COMPACT CORNER RECTANGLE SINGLE OFFICES	2	53.20	106.40
25	00	SLGCNN-MOD2205620L	L SHAPED LAMINATE MODESTY PANEL REVERSIBLE - L JOINT METAL TO METAL CONSTRUCTION - 5/8 THICK MATERIAL SINGLE OFFICES Options: GAN-ANTHRACITE GREY	2	192.62	385.24
26	00	SLGCNN-MOD225820L	L SHAPED LAMINATE MODESTY PANEL REVERSIBLE ONLY WITH BRACKETS TO BE SUSPENBDED FROM UNDERSIDE OF TOP - L JOINT SINGLE OFFICES Options: GAN-ANTHRACITE GREY	2	204.51	409.02
28	00	94E2848100	PERNO T5 FLUORESCENT TASK LIGHT SINGLE OFFICES	2	136.18	272.36
35	00	S31NN-TO2448	TOP ONLY, STD. RECT. SURF., TFL, 24DX48W SINGLE OFFICES Options: SNO-SNOW	2	105.19	210.38
FREIGHT						
29	00	FREIGHT - COMMON CARRIER	FREIGHT	1	175.14	175.14
SERVICES						
30	00	DESIGN/SPECIFICATION - FLUID(NT)	DESIGN/SPECIFICATON	1	190.00	190.00
34	00	NU LABOR - QUOTED	LABOR SERVICES Receive, deliver and install U-shaped offices and a shared office during regular hours. Single trip.	1	1,680.00	1,680.00

This Quote Expires On 02/10/2024

Subtotal 19,630.87
 Total Tax 0.00
TOTAL AMOUNT - USD \$19,630.87

Approved By

Date

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TERMS AND CONDITIONS

FLUID INTERIORS, LLC TERMS AND CONDITIONS (GOODS AND SERVICES)

These Terms and Conditions ("Terms") are entered into by and between Fluid Interiors, LLC, a Minnesota limited liability company and its division (Christiansons by Fluid), (collectively "Fluid"), and the Buyer named below and are effective as of the Effective Date.

APPLICABILITY AND SCOPE. These Terms are the only terms and conditions that govern the sale of products or goods ("Products"), or the provision of design, project management, installation, and related services (collectively, "Services") by Fluid to Buyer. References to the "Agreement" shall mean these Terms and any Proposal or Quote supplied by Fluid and approved by Buyer (an "Order"), and any attachments to the Order.

PURCHASE ORDERS.

- a. Following the parties' execution of the initial Order, the parties may, from time-to-time, execute additional Orders contemplating the provision and receipt of new or expanded Products and Services provided under a prior Order.
- b. Design services will be included in the Order based on the signed approval drawings. Project management services to coordinate and oversee installations are required and will be included in the Order. Any additional design or project management services beyond those originally quoted in the Order will be billed hourly according to Fluid's standard rate schedule in effect at that time.

NOT RETAIL. Products are not stocked by Fluid. Products are specifically ordered for Buyer and are not returnable. It is understood and agreed that the Order is final and binding and cannot be canceled or modified except by mutual written consent of the parties.

CHANGES.

Fluid's order confirmation is final and binding and any subsequent changes are subject to Fluid's ability to conform and are dependent upon supplier approval. Buyer may request changes or modifications when needed however, these shall be treated as non-binding requests unless and until both Buyer and Fluid have agreed in writing of the changes and any change in costs related to product, shipping, restocking fee or other costs. Fluid will make every effort to accommodate change requests at little to no additional costs. Change in quantity or specification are subject to approval by Fluid and supplier. Any resultant charges from supplier would be paid by the Buyer. All changes in quantity or specification shall be delivered in writing. Fluid will not be held responsible for supplier's failure to accept any changes. Change orders, amendments or modifications will not nullify the agreement between Fluid and Buyer.

- a. If changes occur on the jobsite or installation site (the "Site") requiring additional work, Fluid will present a written "Field Change Order" specifying the additional Services and corresponding charges for Buyer's approval.

PRICING & PAYMENT.

- a. Prices quoted by Fluid are good for fifteen (15) days from the date of Fluid's quotation. Buyer shall purchase the Products and Services from Fluid at the prices ("Price(s)") set forth in the Order. Unless specifically stated, Prices do not include any sales, use, and excise taxes, and any other applicable taxes, duties, and charges of any kind on any amounts payable by Buyer. Buyer is responsible for all such charges, costs and taxes. Fluid will make commercially reasonable efforts to include applicable manufacturer tariffs and surcharges in the Price. Tariffs and surcharges that are not presented at time of the Order will be invoiced to the Buyer separately.
- b. For all orders 50% deposit and balance due Net 15 days from date of invoice, which will be issued monthly upon substantial completion of work for services and upon delivery of product from the manufacturer. A monthly service charge of 2 1/2% per month will apply to all delinquent payments and will be added to the balance outstanding. A credit application is required when 50% deposit is made. Should Buyer not want to complete a credit application or if a credit application is denied by Fluid, 100% deposit is due before an order can be placed. Fluid may suspend the delivery, provision or performance of any Products or Services if Buyer fails to pay any amounts when due under the Agreement.

DELIVERY TERMS.

- a. Fluid will inform Buyer of an estimated date of delivery and install for the Products ("Estimated Delivery Date") when Fluid receives an estimated shipping date from its supplier or the product manufacturer. Buyer agrees that the Estimated Delivery Date is an estimate, is not guaranteed, and is subject to change without notice. Lead times vary widely by manufacturer, series, finish, and Buyer's Customer's Own Material ("COM") fabric. Fluid shall not be liable for any delays in delivery, including without limitation due to availability of COM fabrics or any other materials. Fluid will take commercially reasonable steps to facilitate timely delivery or performance.
- b. Delivery and installation work will be performed by Fluid's staff during normal business hours Monday through Friday, unless otherwise agreed in writing by Fluid. Installations and Services done after normal business hours or on weekends or holidays will be subject to an additional overtime charges and subject to Fluid's written acceptance.
- c. Unless otherwise agreed in writing by the parties, Fluid shall deliver the Products FCA manufacturer's shipping point using the Product manufacturer's standard methods for packaging and shipping.
- d. If special packaging or handling is required, it will be an extra charge payable by the Buyer.
- e. Fluid reserves the right in its sole discretion, without liability or penalty, to progress invoice Orders. Buyer shall pay for the Products shipped whether such shipment is in whole or partial fulfillment of Buyer's Order.
- f. Safe and adequate storage space for the Products will be provided by the Buyer at its sole cost and expense. If the space provided is inadequate, requires excessive sorting, storage or is inconveniently located or on another floor, Fluid will invoice Buyer for the extra cost of such handling or moving.
- g. If delivery cannot be made because of building or Site conditions, or other reasons beyond Fluid's control, Products will be placed in storage in Fluid's warehouse or a public warehouse (at Fluid's sole option). Fluid will invoice Buyer for additional charges as applicable for, any storage, labor and delivery charges. Buyer understands, acknowledges, and agrees that Fluid will invoice 100% of the un-invoiced Product as of manufacturer ship date. Storage charges

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will be invoiced for Products held in Fluid's warehouse at the Buyer's request for over thirty (30) days, unless otherwise agreed to in writing by both parties.

JOB SITE & INSTALLATION SERVICES.

- a. The Site must be ready to accept furniture with construction complete (ceiling grid and tile in, wall covering/paint done, carpet and baseboard finished, electrical/data work done, etc.) and the space free of trades (punch list trades only), as well as clean and free of debris. Adequate facilities for off-loading, staging, moving and handling of product shall be provided by Buyer. Sites not ready to accept furniture will be subject to additional fees. The Price is based on a single-phase installation, any additional phasing due to unfinished construction will result in additional fees. Fluid is not responsible to keep furniture installation area free from construction dust. Any cleaning Services provided by Fluid to remove dust and debris created by on-going construction activity, during or after Fluid's installation, will be invoiced to Buyer on a "Time and Materials" basis.
- b. Electric connections, heat, ventilation, hoisting and elevator service at the Site will be provided by Buyer without charge to Fluid. Carrying or moving Products up or down stairs is NOT included in the Services, unless noted otherwise.
- c. Fluid's ability to erect or assemble furniture knocked-down or to permanently attach, affix, or bolt in place movable furniture is dependent on requirements based on the location of the Site and Products.

INSPECTION AND REJECTION OF DELIVERED PRODUCTS.

- a. Buyer shall inspect the Products within seven (7) days of delivery of the Products to the Site ("Inspection Period"). Buyer will be deemed to have accepted the Products unless it notifies Fluid in writing of any Nonconforming Products during the Inspection Period and furnishes written evidence or other documentation as required by Fluid.
- b. "Nonconforming Products" means only the following: (i) Product shipped is different than identified in Buyer's Order; or (ii) Product's label or packaging incorrectly identifies its contents. Nonconforming Products does not include Products that have different variations in wood grain, finish, or dye lot; and Products may not be rejected on this basis. Slight variations in wood product grain or color due to product age or natural differences in graining structure are beyond the control of Fluid. Minor variations between finishes in products provided by single or multiple manufacturers are also considered to be acceptable. Fabrics and painted products are subject to dye lot differences, which can cause minor variations in color. Such slight variations are generally acceptable and are beyond the control of Fluid.
- c. If Buyer timely notifies Fluid of any Nonconforming Products, Fluid shall, in its sole discretion, work with manufacturer to (i) replace such Nonconforming Products with conforming Products or (ii) provide another acceptable remedy.
- d. Buyer acknowledges and agrees that the remedies set forth in this section are Buyer's exclusive remedies for the delivery of Nonconforming Products.

TITLE, RISK OF LOSS, AND SECURITY INTEREST. The risk of loss passes from the manufacturer to the Buyer upon shipment from manufacturers dock. Fluid does not take ownership of the Product but will work with affected parties should a loss occur in the preceding. As collateral security for the payment of the Price of the Products, Buyer grants to Fluid a lien on and security interest in and to all of the right, title, and interest of Buyer in, to and under the Products, wherever located, and whether now existing or hereafter arising or acquired from time to time, and in all accessions thereto and replacements or modifications thereof, as well as all proceeds (including insurance proceeds) of the foregoing. The security interest granted under this provision constitutes a purchase money security interest under the Minnesota Uniform Commercial Code. Failure to pay for Product may result in Fluid's repossession of the Product. Fluid shall have the right to repossess without court order all delivered Products for which payment in full has not been received. Buyer agrees to pay costs and expenses, including attorneys' fees resulting from actions taken under this section.

INSURANCE. During the term of this Agreement, Buyer shall at its own expense, maintain and carry insurance in full force and effect, which shall include, but is not limited to, commercial general liability insurance (including product liability) in a sum no less than \$100,000, workers' compensation, and property insurance for the Transit, Site and Storage of the Products, with financially sound and reputable insurers.

WARRANTY DISCLAIMER.

a. Fluid provides punch documentation to the Buyer during installation and no less frequent than at the end of the job. Punch consists of Fluid personnel inspecting all products installed per plan completing any adjustments required so that the finished product, as installed, is free from defect or installation concerns. Once punch documentation is created and agreed upon (signed/documented), it is considered final and no adjustments will be considered. Any punch items unable to be remedied at substantial completion of install will be documented separately. Fluid warrants their labor and installation for the first year, beginning day 1 after installation, which will be communicated to the buyer at the same time as punch sign off. Fluid does not make any warranties of product sold hereunder whatsoever, including any warranty of merchantability or warranty that the product is fit for any particular use or purpose. The Buyer shall rely exclusively upon warranties provided by the supplier of all products sold hereunder, which are passed through to Buyer when permissible and "as is". Fluid will assist Buyer in the event of any claims for defective material or workmanship that may be made during the warranty period stated by the supplier. If Fluid is requested to perform warranty work and subsequently it is determined that the product is not covered by any supplier warranty, Buyer will be charged for services at the current labor and travel rate. b. WHILE FLUID MAY AGREE IN ITS SOLE DISCRETION TO REPLACE THE PRODUCT(S) OR REFUND THE PURCHASE PRICE FOR THE PRODUCT(S) AND TO THE EXTENT PERMITTED BY LAW, FLUID DISCLAIMS AND SHALL HAVE NO OTHER WARRANTY OBLIGATION WHATSOEVER, INCLUDING WITHOUT LIMITATION THE WARRANTY OF MERCHANTABILITY OR WARRANTY OF FITNESS FOR A PARTICULAR PURPOSE, WHETHER EXPRESS OR IMPLIED BY LAW, COURSE OF DEAL, WITH RESPECT TO THE PRODUCT(S) AND SERVICES, AND ANY OTHER CLAIMS, LOSSES, LIABILITIES, DAMAGES, COSTS OR EXPENSES ATTRIBUTABLE TO ANY FAILURE TO CONFORM TO ANY WARRANTY UNDER THESE TERMS WILL BE SOLELY AS PERMITTED UNDER THESE TERMS. FLUID IS NOT RESPONSIBLE FOR COSTS OR ANY DAMAGES THAT RESULT FROM USE OR MISUSE OF THE PRODUCT(S).

CLAIMS AND LIMITATION OF LIABILITY.

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- a. All claims shall be deemed waived unless made in writing and delivered to Fluid within seven (7) days after receipt of Products. Buyer shall afford Fluid prompt and reasonable opportunity to inspect the Products, Site, or Services. Fluid reserves the right, at its sole discretion, but does not have the obligation, to remedy any claimed defect in the Products or to replace such Products. Buyer may not offset or otherwise reduce or restrict payment of any invoice due to a claim.
- b. IN NO EVENT SHALL FLUID BE LIABLE TO BUYER OR ANY THIRD PARTY FOR ANY LOSS OF USE, LOSS OF REVENUE OR PROFIT, MANUFACTURING COSTS, DIMINUTION IN VALUE, LOSS OF PRODUCTS WILL, OR FOR ANY CONSEQUENTIAL, INDIRECT, INCIDENTAL, SPECIAL, EXEMPLARY, OR PUNITIVE DAMAGES WHETHER ARISING OUT OF BREACH OF CONTRACT, TORT (INCLUDING NEGLIGENCE), OR OTHERWISE, REGARDLESS OF WHETHER SUCH DAMAGES WERE FORESEEABLE AND WHETHER OR NOT FLUID HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES, AND NOTWITHSTANDING THE FAILURE OF ANY AGREED OR OTHER REMEDY OF ITS ESSENTIAL PURPOSE.
- c. IN NO EVENT SHALL FLUID'S AGGREGATE LIABILITY ARISING OUT OF OR RELATED TO THIS AGREEMENT, WHETHER ARISING OUT OF OR RELATED TO BREACH OF CONTRACT, TORT (INCLUDING NEGLIGENCE), OR OTHERWISE, EXCEED THE TOTAL OF THE AMOUNTS PAID TO FLUID FOR THE PRODUCTS AND SERVICES SOLD UNDER THE SPECIFIC ORDER AT ISSUE.

INDEMNIFICATION. Each Party shall indemnify, defend, and hold harmless to the other party and its affiliates and their representatives, directors, officers, employees, and agents from and against any and all third-party claims, demands, suits, actions, judgments, costs, and liabilities (including attorney's fees) caused by the negligent or willful acts or omissions of Buyer or its directors, officers, employees, contractors, subcontractors, or agents.

TERMINATION. In addition to any remedies that may be provided under these Terms, Fluid may terminate this Agreement with immediate effect upon written notice to Buyer, if Buyer: (a) fails to pay any amount when due under this Agreement and such failure continues for ten (10) days after Buyer's receipt of written notice of nonpayment; (b) has not otherwise performed or complied with any of these Terms, in whole or in part; (c) becomes insolvent, files a petition for bankruptcy or commences or has commenced against it proceedings relating to bankruptcy, receivership, reorganization, or assignment for the benefit of creditors; or (d) at its convenience and for any reason or no reason.

COMPLIANCE WITH LAW. Buyer shall comply with all applicable laws, regulations, and ordinances. Buyer shall maintain in effect all the licenses, permissions, authorizations, consents, and permits that it needs to carry out its obligations under this Agreement.

FORCE MAJEURE. No party shall be liable or responsible to the other party, nor be deemed to have defaulted under or breached this Agreement, for any failure or delay in fulfilling or performing any term of this Agreement (except for any obligations of Buyer to make payments to Fluid), when and to the extent such failure or delay is caused by or results from acts beyond the impacted party's ("Impacted Party") reasonable control, including, without limitation, the following force majeure events ("Force Majeure Event(s)": (a) acts of God; (b) flood, fire, earthquake, or explosion; (c) war, invasion, hostilities (whether war is declared or not), terrorist threats or acts, riot or other civil unrest; (d) government order, law, or actions; (e) embargoes or blockades in effect on or after the date of this Agreement; (f) national or regional emergency; (g) strikes, labor stoppages or slowdowns, or other industrial disturbances; (h) shortage of adequate power or transportation facilities; and (i) other events beyond the reasonable control of the Impacted Party. The Impacted Party shall resume the performance of its obligations as soon as reasonably practicable after the removal of the cause. In addition, any act or omission of Buyer or its agents, subcontractors, consultants, or employees that impedes or delays Fluid's performance will be a Force Majeure Event.

GENERAL TERMS & CONDITIONS.

- a. These Terms and the Agreement is the final expression of the agreement between the Buyer and Fluid and supersedes all prior or contemporaneous oral and written statements regarding the Order. The Agreement may only be modified in writing by Fluid, or by a revised acknowledgment duly issued by Fluid. Fluid rejects any additional terms, provisions, or obligations that are not contained in these Terms, the Proposal or Quote, and Buyer's acceptance of the Proposal or Quote. Any other or additional terms, provisions, or obligations in Buyer's acceptance are expressly rejected.
- b. The relationship between the parties is that of independent contractors. Nothing contained in this Agreement shall be construed as creating any form of joint enterprise, employment, or fiduciary relationship between the parties; and neither party shall have authority to contract for or bind the other party in any manner whatsoever.
- c. Buyer shall reimburse Fluid for all costs incurred in collecting any payments due to Fluid, including, without limitation, reasonable attorneys' fees and court costs.
- d. This Agreement is for the sole benefit of the parties hereto and their respective successors and permitted assigns; and, nothing herein, express or implied, is intended to or shall confer upon any other person or entity any legal or equitable right, benefit, or remedy of any nature whatsoever under or by reason of these Terms.
- e. All matters arising out of or relating to this Agreement are governed by and construed in accordance with the internal laws of the State of Minnesota without giving effect to any choice or conflict of law provision or rule (whether of the State of Minnesota or any other jurisdiction) that would cause the application of the laws of any jurisdiction other than those of the State of Minnesota. Any legal suit, action, or proceeding arising out of or relating to this Agreement shall be instituted in the federal or state courts of the State of Minnesota in each case located in Hennepin County and each party irrevocably submits to the exclusive jurisdiction of such courts in any such suit, action, or proceeding.
- f. All notices, requests, consents, claims, demands, waivers, and other communications hereunder (each, a "Notice") shall be in writing and addressed to the parties at the addresses set forth on the face of the Order or to such other address that may be designated by the receiving party in writing. All Notices shall be delivered by email, personal delivery, nationally recognized overnight courier (with all fees pre-paid), facsimile (with confirmation of transmission), or certified or registered mail (in each case, return receipt requested, postage prepaid). Except as otherwise provided in this Agreement, a Notice is effective only (a) upon receipt of the receiving party, and (b) if the party giving the Notice has complied with the requirements of this Section.
- g. If any term or provision of this Agreement is invalid, illegal, or unenforceable in any jurisdiction, such invalidity, illegality, or unenforceability shall not affect

FLUID

Fluid Interiors
2828 13th Ave S
Fargo, ND 58103
Phone: 701-293-3944
Email/Web: www.fluidinteriors.com

Quotation
Page: 7 of 7

Date Due:
Project: 35809
Quote: 35809.001
Status: New
Print Date: 01/26/24

Sold To: 5701-00
Cass County
Courthouse
211 9th Street South
Fargo, ND 58103
Attention: Meg Nettum

Bill To: 5701-00
Cass County
Courthouse
211 9th Street South
Fargo, ND 58103
Attention: Meg Nettum

Ship To: 5701-00
Cass County
Courthouse
211 9th Street South
Fargo, ND 58103
Attention: Meg Nettum
Phone: 701 241-5851
Email: nettumm@casscountynnd.gov

any other term or provision of this Agreement or invalidate or render unenforceable such term or provision in any other jurisdiction.
h. Provisions of these Terms which by their nature should apply beyond their terms will remain in force after any termination or expiration of this Agreement.
i. No waiver by Fluid of any of the provisions of this Agreement is effective unless explicitly set forth in writing and signed by Fluid. No failure to exercise, or delay in exercising, any right, remedy, power or privilege arising from this Agreement operates, or may be construed, as a waiver thereof. No single or partial exercise of any right, remedy, power or privilege hereunder precludes any other or further exercise thereof or the exercise of any other right, remedy, power, or privilege.
j. Buyer shall not assign any of its rights or delegate any of its obligations under this Agreement without the prior written consent of Fluid. Any purported assignment or delegation in violation of this Section is null and void. No assignment or delegation relieves Buyer of any of its obligations under this Agreement.



Finance Office

Telephone: 701-241-5600

Fax: 701-241-5728

SMB-FIN@casscountynd.gov

MEMO

TO: Cass County Commission

FROM: Alicia Hildebrand, Treasury Manager

DATE: February 5, 2024

SUBJECT: Finance Office Remodel

The 2024 budget includes the addition of two positions for the Finance Office: a Wedding Coordinator and an Accountant. The budget also includes \$55,000 to remodel the current Finance Office space to allow for the creation of two office spaces for the approved positions.

Buildings and Grounds received a quote for the remodel work from Walz Enterprises in the amount of \$6,775.50.

Buildings and Grounds also received quotes for office furniture from Inter Office and Business Essentials.

Gene Gartner, Maintenance Supervisor, has recommended going with Inter Office since that is who we purchased all our other furniture through. This will ensure that they will provide a direct match to our current furniture so maintenance staff will be able to match parts if needed. The difference in price is \$1,554.98.

Suggested Motion:

Move to authorize the purchase of the Finance Office remodel work with Walz Enterprises in the amount of \$6,775.50; and authorize the purchase of office furniture from Inter Office in the amount of \$10,056.00 from account 101-1503-4014701.

ESTIMATE

Walz Enterprises
2878 143 st. so.
Glyndon, MN 56547

walzenterprises@outlook.com
701 388 4260

Cass County

Bill to
Cass County
County of Cass
211 9th St S
Fargo, ND 581031833 USA

Ship to
Cass County
County of Cass
211 9th St S
Fargo, ND 581031833 USA

Estimate details

Estimate no.: 1050
Estimate date: 01/22/2024

#	Date	Product or service	SKU	Qty	Rate	Amount
1.		Finance office /breakroom project			\$0.00	\$0.00
2.		Labor Demo existing breakroom saving cabinets and fixtures for new breakroom.		8	\$50.00	\$400.00
3.		Materials misc. blades etc...		1	\$35.00	\$35.00
4.		Labor Demo file room ceiling.		8	\$50.00	\$400.00
5.		Labor Remove file room door and move to new breakroom.		8	\$50.00	\$400.00
6.		Labor Frame new walls for office and breakroom		8	\$50.00	\$400.00
7.		Materials 3 5/8 metal framing		1	\$420.00	\$420.00
8.		Labor Insulate walls.		3	\$50.00	\$150.00
9.		Materials Insulation		1	\$87.50	\$87.50
10.		Labor		8	\$50.00	\$400.00

Sheetrock walls.

11.	Materials 5/8 fire rated sheetrock.	1	\$275.00	\$275.00
12.	Labor Tape sheetrock	24	\$50.00	\$1,200.00
13.	Materials Tape and mud	1	\$95.00	\$95.00
14.	Labor Finish and install new office door.	8	\$50.00	\$400.00
15.	Materials 3'x7' oak with metal frame.	1	\$590.00	\$590.00
16.	Labor Install new ceiling grid in hallway, new office. and new breakroom.	8	\$50.00	\$400.00
17.	Materials New ceiling grid.	1	\$523.00	\$523.00
18.	Labor Install new ceiling tile	8	\$50.00	\$400.00
19.	Materials Ceiling tile supplied by owner	1	\$0.00	\$0.00
20.	Labor Install door stops and vinyl base	4	\$50.00	\$200.00

Total

\$6,775.50



Vendor information

WALZ ENTERPRISES
2878 143RD ST S
GLYNDON, MN 56547

Purchase order

Date
Prepayment obligation

PO-000163-2

01/31/2024
No

Delivery address

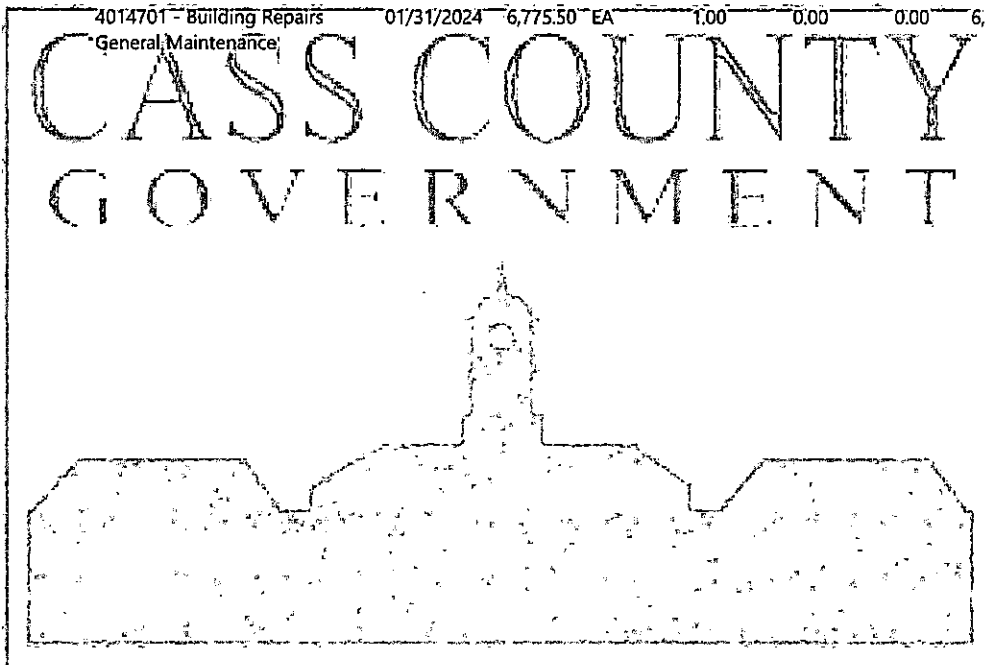
Cass County
211 9th St S
Fargo, ND 58103

Attention information

Delivery terms

Line number	Item number	Description	Delivery	Quantity	Unit	Unit price	Discount	Discount percent	Amount	Print code
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1		4014701 - Building Repairs General Maintenance	01/31/2024	6,775.50	EA	1.00	0.00	0.00	6,775.50	
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211 9th St S
Fargo, ND 58103

Telephone (701) 297-6000
Fax
Email address

Tax registration number
Tax exempt number

Signature _____



1630 1ST AVE. N.
SUITE A
FARGO, ND 58102
www.interofficefargo.com
701-232-3013

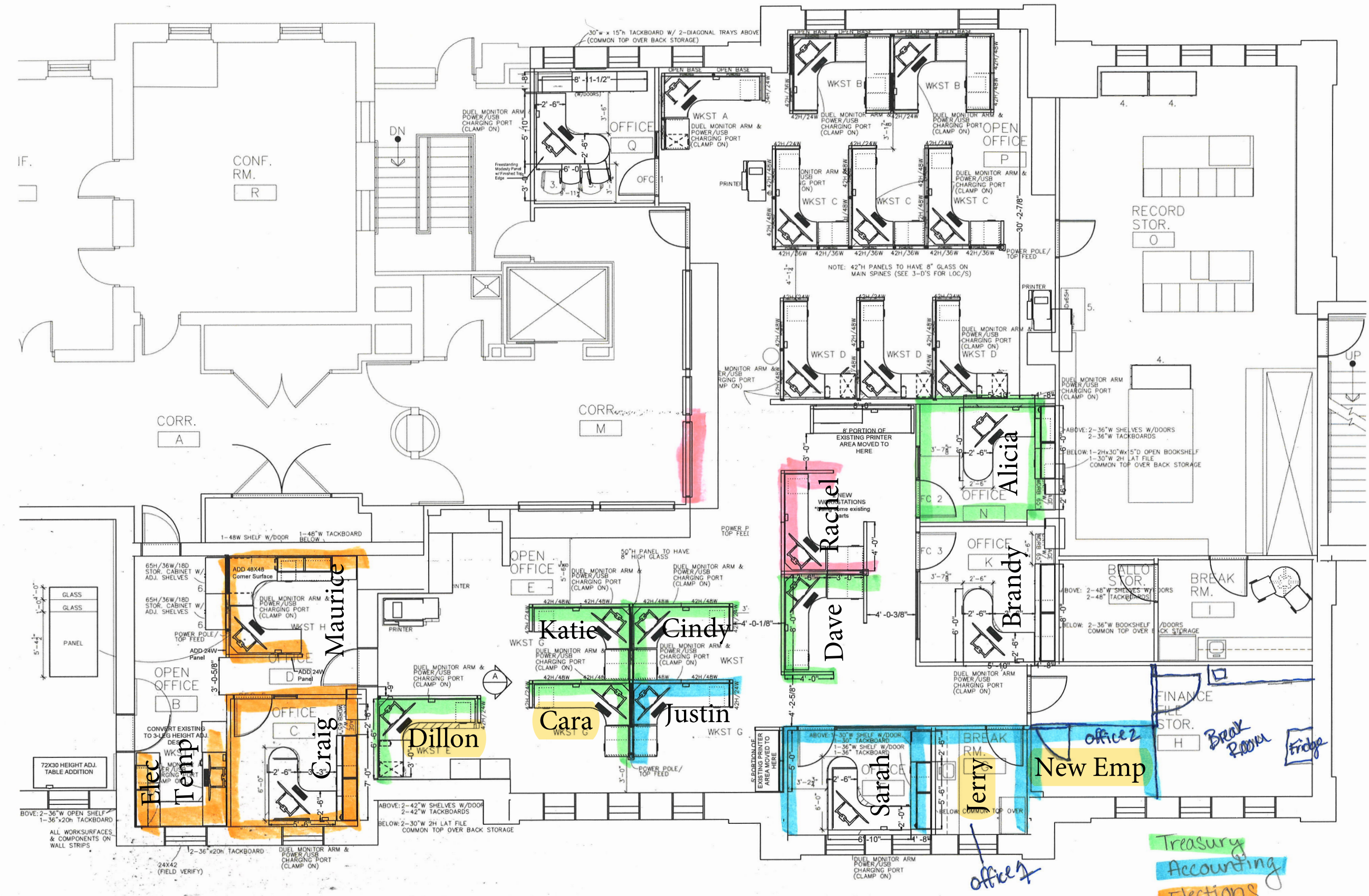


CLIENT APPROVAL
I HAVE REVIEWED THESE PLANS AND THEY CONFORM TO OUR STANDARDS. THESE PLANS WILL RESULT IN ADDITIONAL CHARGES.
 APPROVED AS DRAWN
 APPROVED AS NOTED
 NOT APPROVED
SIGNATURE: _____
DATE: _____
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CASS COUNTY FINANCE
FARGO, ND
PROJECT NO. TBD

DATE: 6/22/2023
REVISION DATE:
ACCOUNT MANAGER: Sarah Huckle
FILE NAME: Finance Final
ACAD FILE NAME:

SHEET 1/1



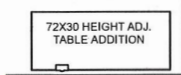
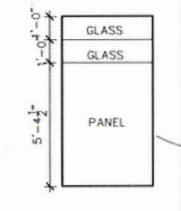
FLOOR PLAN

Treasury
Accounting
Elections
Marriage

office 7

Break Room
Fridge

office 2



ABOVE: 2-36" W OPEN SHELF / 1-36" x 20" TACKBOARD
ALL WORKSURFACES & COMPONENTS ON WALL STRIPS

24X42 (FIELD VERIFY)

DUEL MONITOR ARM & POWER/USB CHARGING PORT (CLAMP ON)

ABOVE: 2-42" W SHELVES W/DOOR 2-42" W TACKBOARDS
BELOW: 2-30" W 2H LAT FILE COMMON TOP OVER BACK STORAGE

DUEL MONITOR ARM & POWER/USB CHARGING PORT (CLAMP ON)

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DUEL MONITOR ARM & POWER/USB CHARGING PORT (CLAMP ON)

Offices Layout 1 Quote

	BE	IO	Difference
Office 1	\$ 4,403.80	\$ 4,497.22	\$ 93.42
Office 2	\$ 3,887.10	\$ 4,428.66	\$ 541.56
Delivery, Install, & Labor	\$ 270.00	\$ 1,190.00	\$ 920.00
	\$ 8,560.90	\$ 10,115.88	\$ 1,554.98

Offices Layout 2 Quote

	BE	IO	Difference
Office 1	\$ 4,403.80	\$ 5,938.09	\$ 1,534.29
Office 2	\$ 3,887.10	\$ 4,428.66	\$ 541.56
Delivery, Install, & Labor	\$ 270.00	\$ 1,190.00	\$ 920.00
	\$ 8,560.90	\$ 11,556.75	\$ 2,995.85

Cass County

FIN & REC

211 9th St. S.

FURNITURE PLAN

DATE:

1/31/2024

PROJECT:

TBD

DESIGNER:

Sarah

c:\Users\sarah\Desktop\Projects\Cass County - Finance\Drawings\CCC Finance Remodel - Office Add-on.dwg

CLIENT APPROVAL

I HAVE REVIEWED THESE PLANS AND THEY CONFORM TO OUR REQUIREMENTS. I UNDERSTAND THAT ANY MODIFICATIONS TO THESE PLANS WILL RESULT IN ADDITIONAL CHARGES.

- APPROVED AS DRAWN
- APPROVED AS NOTED
- NOT APPROVED

SIGNATURE

DATE

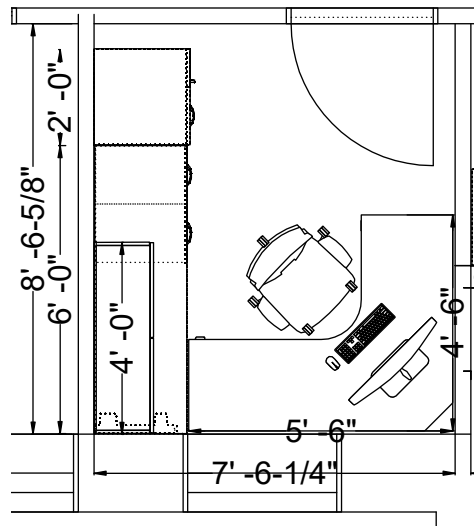
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1630 1ST AVE N
SUITE A
FARGO, ND 58102
701-232-3013



OFFICE 1



OFFICE 1 PLAN

1/4" = 1'0"



Cass County

FIN & REC

211 9th St. S.

FURNITURE PLAN

DATE:

1/31/2024

PROJECT:

TBD

DESIGNER:

Sarah

c:\Users\sarah\Desktop\Projects\Cass County - Finance\Drawings\CCC Finance Remodel - Office Add.cdw

CLIENT APPROVAL

I HAVE REVIEWED THESE PLANS AND THEY CONFORM TO OUR REQUIREMENTS. I UNDERSTAND THAT ANY MODIFICATIONS TO THESE PLANS WILL RESULT IN ADDITIONAL CHARGES.

- APPROVED AS DRAWN
- APPROVED AS NOTED
- NOT APPROVED

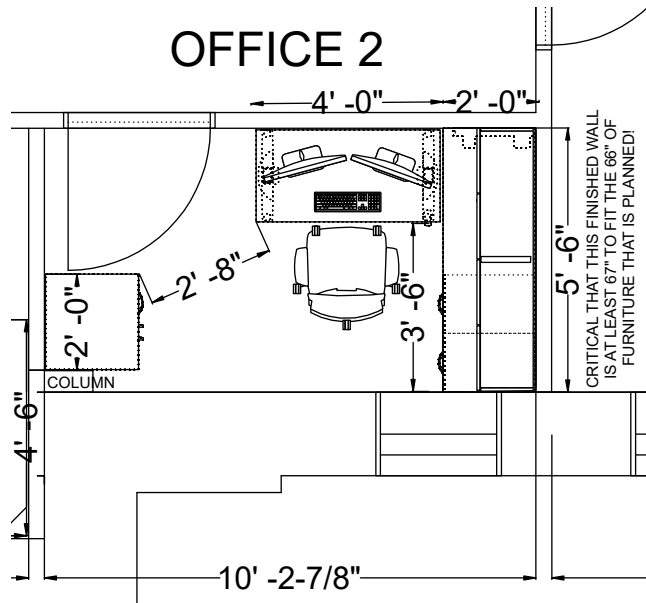
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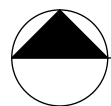
DATE

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1630 1ST AVE N
SUITE A
FARGO, ND 58102
701-232-3013



 **OFFICE 2 OPTION**
1/4" = 1'0"



STORAGE CAB



Cass County Courthouse

CCC FINANCE REMODEL FURNITURE

Date: 1/31/2024

Prepared For: Alicia Hildebrand

Quote Number: 10246-36816

Valid For 17 Days

Prepared by: Sarah Huckle

Confidential

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InterOffice - Fargo
 1630 1st Ave N, Suite A
 Fargo, ND 58102
 Phone: (701) 232-3013
 Fax: (701) 476-0911
<http://www.interofficend.com>

Interoffice - Bismarck
 920 E. Front Ave. Suite B
 Bismarck, ND 58504
 Phone: (701) 751-2998
 Fax: (701) 751-1519
<http://www.interofficend.com>



SUMMARY PAGE

Quote Number: 10246-36816

Project Summary

SH / CCC Finance Remodel - New Offices

Bill To

Cass County Courthouse
 Records & Finance
 211 9th St S
 Fargo, ND 58103

Project Investment

Project Total	\$10,056.00
Tax (0%)	\$0.00
Grand Total	\$10,056.00

Install To

Cass County Courthouse
 Records & Finance
 211 9th St S
 Fargo, ND 58103

Payment Schedule

50% Deposit/Net 30 Days

50% Deposit Due at Signing	\$5,028.00
50% Remaining Balance Due Upon Completion	\$5,028.00

Price Summary by Phase

Option	Phase	Price	Tax	Total
CCC Finance Remodel Furniture (HMI Op)	OFFICE 1 CANVAS	\$4,497.22	\$0.00	\$4,497.22
	OFFICE 2 CANVAS	\$4,414.14	\$0.00	\$4,414.14
	Dealer Services	\$1,144.64	\$0.00	\$1,144.64
		\$10,056.00	\$0.00	\$10,056.00
Total		\$10,056.00	\$0.00	\$10,056.00

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 920 E. Front Ave. Suite B
 Bismarck, ND 58504
 Phone: (701) 751-2998
 Fax: (701) 751-1519
<http://www.interofficend.com>



CUSTOMER QUOTE

10246-36816

Expires: 2/17/2024

Bill To



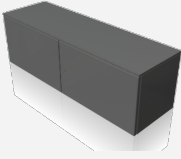

Cass County Courthouse
 Records & Finance
 211 9th St S
 Fargo, ND 58103

Install To

Cass County Courthouse
 Records & Finance
 211 9th St S
 Fargo, ND 58103

project #	salesperson	quote name	payment terms	print date
10246	Sarah Huckle	CCC Finance Remodel Furniture	50% Deposit/Net 30 Days	1/31/2024

/ OFFICE 1 CANVAS

LINE #	QTY	UNIT	PART # / DESCRIPTION	PRICE EA	EXT PRICE
1	1.00	EA	FTS22V.5466LS / Vary Easy Extended Corner Surface, Rectangular End, squared-edge, 24" deep, 54" wide left x 66" wide right, high-pressure laminate top/thermoplastic edge, for freestanding applications OPTIONS 1T Pre-Determined Top/Edge LBV Warm Grey Teak	\$405.90	\$405.90
2	1.00	EA	 FTS10.2472LS / Rect Surf,sq-edge,24" d,72" w,high-pressure lam top/thermoplastic edge,no brackets, for freestd or use w/ low crdnz OPTIONS LBV Warm Grey Teak (Top Finish) LBV Warm Grey Teak (Edge Finish)	\$182.82	\$182.82
3	1.00	EA	 FV2A2.24FL / Open Support Leg,Archtrl Foot,Fxd Hght,Lft 24D OPTIONS EH Metallic Bronze (Surface Finish)	\$197.34	\$197.34
4	1.00	EA	 FV43H.WM1548L03L / Ovhd Stg Cab, Hinged Doors, Wall Mount, Lam Case/Doors, 3/8 Lam Thin Top, Lock, 15H 48W OPTIONS KD Keyed Differently, Black (Lock Option) LBV Warm Grey Teak (Case/Edge Finish) LBV Warm Grey Teak (Door/Edge Finish) LBV Warm Grey Teak (Top/Edge Finish)	\$602.91	\$602.91
5	1.00	EA	 FV990.C123A48R / Wall-Mount Fabric Tackboard, for use w/ Canvas Private Office,for use w/ Canvas 2-1/4" plinth base or 28.5"h worksurface at a 68"H datum,23.5"h to go between a worksurface (28.5"h) & 15"h overhead or between a low crdnz (1 1/4" thick top) & 22"h overhead OPTIONS 2M Silkworm-Pr Cat 1 (Fabric) 02 Silkworm Pongee (Discontinuing) (2M_Colors)	\$180.84	\$180.84

InterOffice - Fargo
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 Fargo, ND 58102
 Phone: (701) 232-3013
 Fax: (701) 476-0911
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 920 E. Front Ave. Suite B
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 Phone: (701) 751-2998
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<http://www.interofficend.com>







CUSTOMER QUOTE

10246-36816

Expires: 2/17/2024


/ OFFICE 1 CANVAS

LINE #	QTY	UNIT	PART # / DESCRIPTION	PRICE EA	EXT PRICE
6	1.00	EA	LQ14L.24BBF / Ped Arc Pull, Surface Att, Lam Frnt, 24D B/B/F	\$356.40	\$356.40
					
OPTIONS					
SB Full-Extension Ball-Bearing (Slides) SS Smooth Paint On Smooth Steel (Paint/Steel Type) SNB Satin Bronze (Surface Finish) LBV Warm Grey Teak (Front Finish) KD Keyed Differently, Black (Lock) NH Brushed Nickel (Pull Finish) 2F 27 1/4" High (Raised Height) (Base Height) 2M Drawer Divider In Box Drawers, 2 File Converters In File Drawer (Drawer Interior)					
7	1.00	EA	LQ14L.24FF / Ped Arc Pull, Surface Att, Lam Frnt, 24D F/F	\$356.40	\$356.40
					
OPTIONS					
SB Full-Extension Ball-Bearing (Slides) SS Smooth Paint On Smooth Steel (Paint/Steel Type) SNB Satin Bronze (Surface Finish) LBV Warm Grey Teak (Front Finish) KD Keyed Differently, Black (Lock) NH Brushed Nickel (Pull Finish) 2F 27 1/4" High (Raised Height) (Base Height) 1M 2 File Converters In Each File Drawer (Drawer Interior)					
8	1.00	EA	7046L-FDEX5472-4272EOC-F24 / Fundamentals EX, 3 Leg Base, 24" Flat Feet, For 7046L Wksf	\$893.44	\$893.44
					
OPTIONS					
-SS Standard Switch (SWITCH SELECTION) ~ Standard Cord (CHICAGO COMPLIANT 9' CORD) -S Silver (BASE COLOR CHOICE) ~ No Selection (MEMS ANTI COLLISION UPGRADE)					
9	1.00	EA	L2T.S6824241BRL02A / Stg Tower, Base, File/File, Wardrobe Right, Lam Case/Front, 3/4 Lam Top, Arc Pull 68H 24W 24D	\$1,321.17	\$1,321.17
					
OPTIONS					
M +Metal (Interior Drawer Material) LBV +Warm Grey Teak (Case/Front Finish) LBV +Warm Grey Teak (Top/Edge Finish) NH +Brushed Nickel (Pull Finish) KD +Keyed Differently, Black (Lock Option)					

/ OFFICE 1 CANVAS TOTAL

		SUBTOTAL
subtotal		\$4,497.22
sales tax		\$0.00
total		\$4,497.22

/ OFFICE 2 CANVAS

LINE #	QTY	UNIT	PART # / DESCRIPTION	PRICE EA	EXT PRICE
10	1.00	EA	FTS10.2466LS / Rect Surf, sq-edge, 24" d, 66" w, high-pressure lam top/thermoplastic edge, no brackets, for freestd or use w/ low crdnz	\$182.83	\$182.83
					
OPTIONS					
LBV +Warm Grey Teak (Top Finish) LBV +Warm Grey Teak (Edge Finish)					

InterOffice - Fargo
 1630 1st Ave N, Suite A
 Fargo, ND 58102
 Phone: (701) 232-3013
 Fax: (701) 476-0911
<http://www.interofficend.com>

Interoffice - Bismarck
 920 E. Front Ave. Suite B
 Bismarck, ND 58504
 Phone: (701) 751-2998
 Fax: (701) 751-1519
<http://www.interofficend.com>



CUSTOMER QUOTE

10246-36816

Expires: 2/17/2024

/ OFFICE 2 CANVAS

LINE #	QTY	UNIT	PART # / DESCRIPTION	PRICE EA	EXT PRICE
11	1.00	EA	FV2A2.24FL / Open Support Leg, Archtrl Foot, Fxd Hght, Lft 24D OPTIONS EH +Metallic Bronze (Surface Finish)	\$197.35	\$197.35
12	1.00	EA	FV43H.WM1566LWTL / Ovhd Stg Cab, Hinged Doors, Wall Mount, Lam Case/Doors, Finished Case Top, Lock, 15H 66W OPTIONS KA @Keyed Alike (Lock Option) LBV @Warm Grey Teak (Case/Edge Finish) LBV @Warm Grey Teak (Door/Edge Finish)	\$791.71	\$791.71
13	1.00	EA	FV990.C123A66R / Wall-Mount Fabric Tackboard, for use w/ Canvas Private Office, for use w/ Canvas 2-1/4" plinth base or 28.5"h worksurface at a 68"H datum, 23.5" h to go between a worksurface (28.5"h) & 15" h overhead or between a low crdntz (1 1/4" thick top) & 22" h overhead OPTIONS 2M +Silkworm-Pr Cat 1 (Fabric) 02 +Silkworm Pongee (Discontinuing) (2M_Colors)	\$230.02	\$230.02
14	1.00	EA	LQ14L.24BBF / Ped Arc Pull, Surface Att, Lam Frnt, 24D B/B/F OPTIONS SB Full-Extension Ball-Bearing (Slides) SS Smooth Paint On Smooth Steel (Paint/Steel Type) EH Metallic Bronze (Surface Finish) LBV Warm Grey Teak (Front Finish) KD Keyed Differently, Black (Lock) NH Brushed Nickel (Pull Finish) 2F 27 1/4" High (Raised Height) (Base Height) 3M Drawer Divider In One Box Drawer, Pencil Tray In One Box Drawer, 2 File Converters In File Drawer (Drawer Interior)	\$344.85	\$344.85
15	1.00	EA	LQ14L.24FF / Ped Arc Pull, Surface Att, Lam Frnt, 24D F/F OPTIONS SB +Full-Extension Ball-Bearing (Slides) SS +Smooth Paint On Smooth Steel (Paint/Steel Type) SNB +Satin Bronze (Surface Finish) LBV +Warm Grey Teak (Front Finish) KD +Keyed Differently, Black (Lock) NH +Brushed Nickel (Pull Finish) 2F +27 1/4" High (Raised Height) (Base Height) 1M +2 File Converters In Each File Drawer (Drawer Interior)	\$356.40	\$356.40

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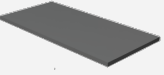


CUSTOMER QUOTE

10246-36816

Expires: 2/17/2024

/ OFFICE 2 CANVAS

LINE #	QTY	UNIT	PART # / DESCRIPTION	PRICE EA	EXT PRICE
16	1.00	EA	LQ300L.68LV / Stg Twr,Arc Pull,Stor Case,Lam Frnt,Wdrb Lft,B/B/F/F 68H	\$1,636.54	\$1,636.54
					
			OPTIONS		
			SB +Full-Extension Ball-Bearing (Slides)		
			SS +Smooth Paint On Smooth Steel (Paint/Steel Type)		
			SNB +Satin Bronze (Surface Finish)		
			LBV +Warm Grey Teak (Front Finish)		
			KD +Keyed Differently, Black (Lock)		
			NH +Brushed Nickel (Pull Finish)		
			CH +Coat Hook (Wardrobe Interior)		
			3M +Drawer Divider In One Box Drawer, Pencil Tray In One Box Drawer, 2 File Converters In File Drawer (Drawer Interior)		
17	1.00	EA	46-FDEX30-48-F24 / Fundamentals EX, 2 Leg Base, 24"Flat Feet, For 46-51"W Wksf, C9 Compliant	\$551.68	\$551.68
					
			OPTIONS		
			-SS Standard Switch (SWITCH SELECTION)		
			-S Silver (BASE COLOR CHOICE)		
			~ No Selection (MEMS ANTI COLLISION UPGRADE)		
18	1.00	EA	FTS10.2448LS / Rect Surf,sq-edge,24" d,48" w,high-pressure lam top/thermoplastic edge,no brackets, for freestd or use w/ low crdnz	\$122.76	\$122.76
					
			OPTIONS		
			LBV +Warm Grey Teak (Top Finish)		
			LBV +Warm Grey Teak (Edge Finish)		

/ OFFICE 2 CANVAS TOTAL

		SUBTOTAL
subtotal		\$4,414.14
sales tax		\$0.00
total		\$4,414.14

LINE #	QTY	UNIT	PART # / DESCRIPTION	PRICE EA	EXT PRICE
19	1.00	EA	Dealer Services / Manufacturer Freight, Receive, Delivery, Installation, Design, Project Management and Travel (if applicable)	\$1,144.64	\$1,144.64

Customer Sign-Off

(Option Total)

Thank you for your Business! By signing below, you are approving InterOffice to place the above order for you and agree to the Terms and Conditions below.

subtotal	\$10,056.00
sales tax	\$0.00
total	\$10,056.00

 Authorized Signature

 Accepted Date

 Print Name

InterOffice - Fargo
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Fargo, ND 58102
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CUSTOMER QUOTE

10246-36816

Expires: 2/17/2024

INTEROFFICE TERMS AND CONDITIONS OF PURCHASE AGREEMENT

1. PROPOSALS & ORDERS

- a. **TERM:** All prices quoted by InterOffice are valid for thirty (30) days from date of proposal, unless otherwise noted.
- b. **ACCEPTANCE:** All orders require either a hard copy purchase order issued by Buyer or a proposal prepared by Seller which has been approved, signed, & dated by Buyer.
- c. **MODIFICATIONS/CANCELLATIONS:** Any requested modification to an order is subject to the approval of Seller & manufacturer or supplier of the goods ordered. Buyer will pay all additional charges resulting from order modifications, cancellations, & changes. Express ship orders cannot be changed or cancelled. Changes must be made via a revised purchase order or signed/dated revised proposal. Excessive modifications that result in extra design, project management, or specification costs not already included in the initial proposal will be paid by the buyer at a rate of \$80/hour.
- d. **RETURNS:** All product is custom manufactured to customer specifications & therefore cannot be returned.
- e. **DEPOSITS:** Unless Buyer has an approved open account, payment schedule will be as follows: 50% deposit on all orders, balance upon substantial project completion.

2. DELIVERY & INSTALLATION

- a. **SCHEDULE:** Seller will inform buyer of an estimated date of delivery ("Estimated Delivery Date") when seller receives an estimated shipping date from its supplier or manufacturer. The estimated delivery date is not a guaranteed delivery date. Buyer recognizes & acknowledges that the Estimated Delivery Date is merely an estimate & is subject to change by seller without notice.
- b. **NORMAL BUSINESS HOURS:** Delivery & installation work will be performed by the Seller's staff normal business hours Monday - Friday unless other specific agreements are made in writing. Installations done after normal business hours will be subject to additional overtime charges & subject to the Seller's acceptance.
- c. **ELECTRICAL HOOKUP:** Hardwiring of electrical is not included & must be supplied by a licensed electrician.
- d. **JOBSITE CONDITIONS:** The job site must be ready to accept furniture with construction complete (ceiling grid and tile in, wall covering/paint done, carpet and baseboard finished, electrical/data work done, etc.) and the space free of trades (punch list trades only), as well as clean and free of debris. Adequate facilities for off-loading, staging, moving and handling of merchandise shall be provided. Excessive handling of product due to site not being ready or causing InterOffice to work around other trades will result in extra labor charges assessed to Buyer at \$80/man/hour.
- e. **JOBSITE SERVICES:** Electric current, heat/ventilation, hoisting and/or elevator service will be furnished without charge to seller.
- f. **BUYER'S ACCEPTANCE:** Buyer agrees to have an agent on the premises at the agreed upon delivery time to accept product deliveries & completed work. All merchandise shall be considered accepted after Buyer or agent has signed the delivery document. All claims or exceptions must be made in writing on the delivery document or bill of lading on the date the work is completed.
- g. **DROP SHIPMENTS:** In case of drop shipments where product is delivered without installation, Buyer will receive, inspect & install ordered goods. Buyer has 5 days from receipt of goods to report/claim damage with Seller.

3. INVOICING

- a. **TIMING:** Product purchased under this agreement & any related installation will be fully invoiced upon delivery of the product. Any product being held at Buyer's request or due to construction delays will be invoiced in full upon Seller's receipt of goods & a holding/storage fee will be assessed to the Buyer.
- b. **TAXES:** Buyer agrees to pay any & all applicable taxes. If Buyer possesses tax-exempt status, a certificate is to be provided prior to order placement.
- c. **PAYMENT:** InterOffice accepts cash, check, or credit card. (VISA, MC, AMEX or Discover) Financing is offered too.

4. ADDITIONAL TERMS

- a. **WARRANTIES:** Seller will identify all manufacturer's warranties & will provide to the Buyer reasonable assistance to permit the Buyer to assert claims based upon such warranties directly to the manufacture at Buyer's expense.
- b. **LOSS OR DAMAGE:** After arrival at the site, any loss or damage by weather, other trades such as painting or plastering, fire or other elements, shall be the responsibility of the buyer, and the buyer agrees to hold the seller harmless from loss for such reasons.
- c. **DEFICIENCIES:** While we take every precaution to ensure that all orders are on time and complete, from time to time items are missed or are damaged during the transport or installation process. We will qualify any of these effected items as deficiencies. Any payment holdback with regards to deficient items will be calculated as "double the value of any deficient items to a maximum value of 10%" of the total invoice.

I HAVE READ & AGREE TO THE ABOVE TERMS & CONDITIONS. _____ (initial here)

InterOffice - Fargo
 1630 1st Ave N, Suite A
 Fargo, ND 58102
 Phone: (701) 232-3013
 Fax: (701) 476-0911
<http://www.interofficend.com>



DEPOSIT INVOICE

10246-36816-0

due by 2/17/2024

Bill To

Cass County Courthouse
 Records & Finance
 211 9th St S
 Fargo, ND 58103

Install To / End User

Cass County Courthouse
 Records & Finance
 211 9th St S
 Fargo, ND 58103

PROJECT #	SALESPERSON	QUOTE NAME	PROJECT NAME
10246	Sarah Huckle	CCC Finance Remodel Furniture	SH / CCC Finance Remodel - New Offices

Deposit Details Summarized by Phase					
Option	Phase	Price	Tax	Total	Deposit Amount
CCC Finance Remodel Furniture (HMI Op)	OFFICE 1 CANVAS	\$4,497.22	\$0.00	\$4,497.22	\$2,248.61
	OFFICE 2 CANVAS	\$4,414.14	\$0.00	\$4,414.14	\$2,207.07
	Dealer Services	\$1,144.64	\$0.00	\$1,144.64	\$572.32
		\$10,056.00	\$0.00	\$10,056.00	\$5,028.00
Total		\$10,056.00	\$0.00	\$10,056.00	\$5,028.00

Order Total	\$10,056.00
Sales Tax	\$0.00
Total	\$10,056.00
50% Deposit Due	\$5,028.00

Cass County

FIN & REC

211 9th St. S.

FURNITURE PLAN

DATE:

1/18/2024

PROJECT:

TBD

DESIGNER:

Sarah

c:\Users\sarah\Desktop\Projects\Cass County - Finance\Drawings\CCC Records & Finance Final Drawing.cdw

CLIENT APPROVAL

I HAVE REVIEWED THESE PLANS AND THEY CONFORM TO OUR REQUIREMENTS. I UNDERSTAND THAT ANY MODIFICATIONS TO THESE PLANS WILL RESULT IN ADDITIONAL CHARGES.

- APPROVED AS DRAWN
- APPROVED AS NOTED
- NOT APPROVED

SIGNATURE

DATE

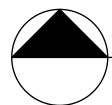
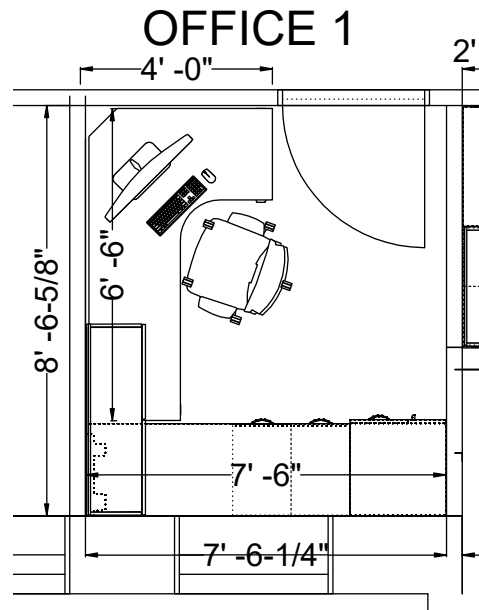
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1630 1ST AVE N
SUITE A
FARGO, ND 58102
701-232-3013



Storage Cabinet Alternate



OFFICE 1 PLAN

1/4" = 1'0"

Cass County

FIN & REC

211 9th St. S.

FURNITURE PLAN

DATE:

1/19/2024

PROJECT:

TBD

DESIGNER:

Sarah

c:\Users\sarah\Desktop\Projects\Cass County - Finance\Drawings\CCC Records & Finance Final Drawing.cdw

CLIENT APPROVAL

I HAVE REVIEWED THESE PLANS AND THEY CONFORM TO OUR REQUIREMENTS. I UNDERSTAND THAT ANY MODIFICATIONS TO THESE PLANS WILL RESULT IN ADDITIONAL CHARGES.

- APPROVED AS DRAWN
- APPROVED AS NOTED
- NOT APPROVED

SIGNATURE

DATE

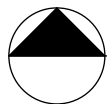
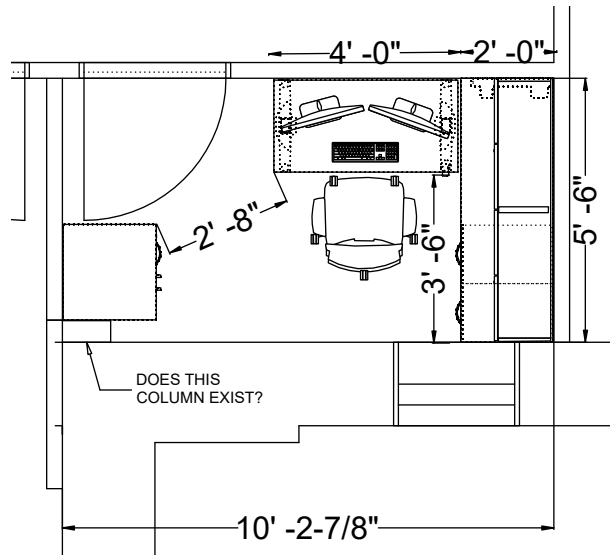
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1630 1ST AVE N
SUITE A
FARGO, ND 58102
701-232-3013



3D VIEW



OFFICE 2 OPTION

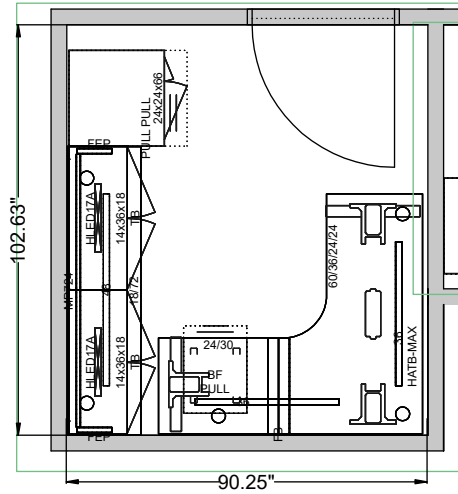
1/4" = 1'0"



STORAGE CAB

OFFICE 1

HON Picklist



TAG2 : OFFICE 1

DESCRIPTION:

- 60"x36"x24"x24" HEIGHT ADJUSTABLE DESK WITH A 24"x36" RETURN
- 18"x72" DESK
- 36" WALL MOUNT CABINET WITH TACKBOARD AND LIGHT
- 24"x 66" WARDROBE (RIGHT HANDED)
- MOBILE BOX/FILE STORAGE PEDESTAL

UPPER STORAGE IS NOT FOR LOCKING
PLATINUM GROMMETS



DIMENSIONS TO VERIFY

CASS COUNTY

211 9TH STREET SOUTH
FARGO, ND 58108

CASS COUNTY - FINANCE

OFFICE 1

DESIGN:
CLAUDIA MENDOZA

SALES:
ERIK LARSON

BI #: BE-01147

DATE: 1/22/2024

SCALE: 1/4" = 1'

SITE PLAN

REVISIONS

1. 11/30/23
2. 12/06/23
3. 12/12/23
4. 12/15/23
5. 12/18/23
6. 12/20/23

FINAL SIGN OFF:

CUSTOMER SIGNATURE



MINNEAPOLIS

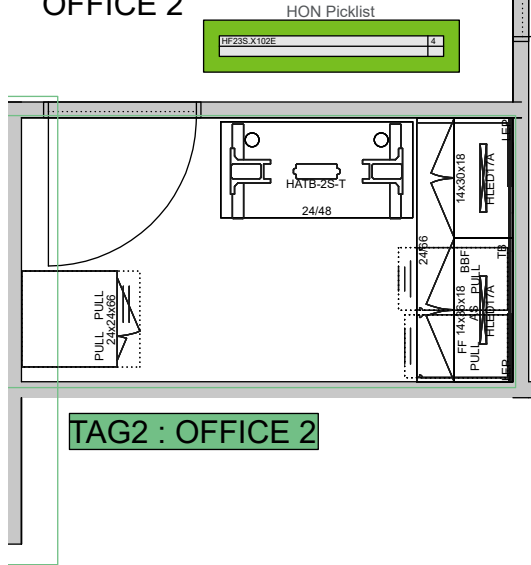
WEST FARGO

GRAND FORKS

PAGE NO: 2/5

Business Essentials will not be responsible for variations in building plan dimensions occurring as a result of actual construction dimension variances which may affect the placement of furniture and equipment. Field verification of site required prior to ordering furniture. The furniture selection and layout of this drawing are the property of Business Essentials and may not be distributed or conveyed to third parties without written permission from Business Essentials.

OFFICE 2



DESCRIPTION:

- 24"x48" HEIGHT ADJUSTABLE DESK
- 66" DESK
- 30" AND A 36" WALL CABINET WITH TACKBOARD AND LIGHT
- 24" WARDROBE
- PEDESTAL FILE/FILE
- PEDESTAL BOX/BOX/FILE

UPPER STORAGE IS NOT FOR LOCKING
PLATINUM GROMMETS



DIMENSIONS TO VERIFY

CASS COUNTY

211 9TH STREET SOUTH
FARGO, ND 58108

CASS COUNTY - FINANCE

OFFICE 2

DESIGN:
CLAUDIA MENDOZA

SALES:
ERIK LARSON

BI #: BE-01147

DATE: 1/22/2024

SCALE: 1/4" = 1'

SITE PLAN

REVISIONS

1. 11/30/23
2. 12/06/23
3. 12/12/23
4. 12/15/23
5. 12/18/23
6. 12/20/23
7. 01/19/24

FINAL SIGN OFF:

CUSTOMER SIGNATURE



MINNEAPOLIS

WEST FARGO

GRAND FORKS

PAGE NO: 4/5

Business Essentials will not be responsible for variations in building plan dimensions occurring as a result of actual construction dimension variances which may affect the placement of furniture and equipment. Field verification of site required prior to ordering furniture. The furniture selection and layout of this drawing are the property of Business Essentials and may not be distributed or conveyed to third parties without written permission from Business Essentials.

bill to

PAUL FRACASSI
 CASS COUNTY
 211 9TH ST S
 FARGO, ND 58103
 701 241-5617

ship to

PAUL FRACASSI
 CASS COUNTY
 211 9TH ST S
 FARGO, ND 58103
 701 241-5617

date: 1/22/2024

project: ACCT 11828

Sales Rep Erik Larson **Quote Number** BE-01147 **ship complete**
delivery type **payment terms** **delivery team**

#	department	product number	description	qty	price	extended
BREAKROOM						
1		HWR2460PN	Systems Rectangular Wksfc Edgeband 24D x 60W N	1	\$184.15	\$184.15
		\$(L2STD)	Grd L2 Standard Laminates			
		.LPT1	Portico Teak			
		.DP	Portico Teak			
2		HWR2466PN	Systems Rect Wksfc Edgeband 24D x 66W No Grom	1	\$197.20	\$197.20
		\$(L2STD)	Grd L2 Standard Laminates			
		.LPT1	Portico Teak			
		.DP	Portico Teak			
3		HNLMP3028	30W x 27-7/8H Modesty / Ped Back Panel	3	\$90.09	\$270.27
		.X	No Grommet			
		\$(L1STD)	Grd L1 Standard Laminates			
		.LSA1	Sterling Ash			
4		HNLMP3628	36W x 27-7/8H Modesty / Ped Back Panel	1	\$97.50	\$97.50
		.X	No Grommet			
		\$(L1STD)	Grd L1 Standard Laminates			
		.LSA1	Sterling Ash			
5		HNL2930LD	30x15x28-1/2 Wall Mount Storage lam doors	3	\$441.87	\$1,325.61
		\$(L2STD)	Grd L2 Standard Laminates			
		.LPT1	Portico Teak			
		\$(L2STD)	Grd L2 Standard Laminates			
		.LPT1	Portico Teak			

WEST FARGO

840 11th Avenue NE, West Fargo, ND 58078

MINNEAPOLIS

44 Northern Stacks Dr #120, Fridley, MN 55421

GRAND FORKS

610 S 19th St, Suite 4, Grand Forks, ND 58201



#	department	product number	description	qty	price	extended
6		HNL2936LD	36x15x28-1/2 Wall Mount Storage lam doors	1	\$491.79	\$491.79
		\$(L2STD)	Grd L2 Standard Laminates			
		.LPT1	Portico Teak			
		\$(L2STD)	Grd L2 Standard Laminates			
		.LPT1	Portico Teak			
7		HNL233028PSC	30Wx23-1/8Dx28-1/2H Storage Cabinet Pedestal	3	\$423.15	\$1,269.45
		.A	Cylinder/Satin			
		.X	No Grommet			
		\$(L2STD)	Grd L2 Standard Laminates			
		.LPT1	Portico Teak			
		\$(L2STD)	Grd L2 Standard Laminates			
		.LPT1	Portico Teak			
8		HNL233628PSC	36Wx23-1/8Dx28-1/2H Storage Cabinet Pedestal	1	\$438.75	\$438.75
		.A	Cylinder/Satin			
		.X	No Grommet			
		\$(L2STD)	Grd L2 Standard Laminates			
		.LPT1	Portico Teak			
		\$(L2STD)	Grd L2 Standard Laminates			
		.LPT1	Portico Teak			

Sub Total

\$4,274.72

OFFICE 1

9		HLINEARC2	Field Install Dwr/Dr Kit-Linear Mat Chrome 2pack	3	\$30.81	\$92.43
10		HLED17A	17" LED Light W/PwrSupplyForDaisyChain(STARTER)	2	\$171.39	\$342.78
11		SPLH-SYST-DRKNB	Custom Systems Door Knob	1	\$16.82	\$16.82
		.M263164	.M263164 - Special Number			
12		HF23S	Contain Satin Removable Lock Core Kit	3	\$17.69	\$53.07
		.X101E	101E			
13		HHN831124	Flat Bracket 24D	1	\$24.65	\$24.65
		.S	Charcoal			
14		HLSLZ5SC60	48"W External Stiffener	1	\$52.65	\$52.65
		.P	Black			
15		HLSLZ5SC48	36"W External Stiffener	2	\$46.02	\$92.04

WEST FARGO

840 11th Avenue NE, West Fargo, ND 58078

MINNEAPOLIS

44 Northern Stacks Dr #120, Fridley, MN 55421

GRAND FORKS

610 S 19th St, Suite 4, Grand Forks, ND 58201



#	department	product number	description	qty	price	extended
		.P	Black			
16		HSDEP1129F	11"D End-Panel Supports: Freestanding	2	\$78.59	\$157.18
		\$(P2)	P2 Paint Opts			
		.PR6	Silver			
17		HSDMP724	Half Hgt 14Hx72W Mod Pnl	1	\$87.29	\$87.29
		\$(P2)	P2 Paint Opts			
		.PR6	Silver			
18		H105106	10500 Series 15 3/4Wx18 7/8Dx21 7/8H Mobile Ped B/F	1	\$356.46	\$356.46
		\$(L2STD)	Grd L2 Standard Laminates			
		.LPT1	Portico Teak			
		LPT1	Portico Teak			
19		H105301R	10500 Series Personal Wardrobe/Strg Cab 24W 24D 66-5/8"H	1	\$1,068.21	\$1,068.21
		\$(L2STD)	Grd L2 Standard Laminates			
		.LPT1	Portico Teak			
		LPT1	Portico Teak			
20		H105381	10500 Series Wall Mounted Storage Cabt 36"W x 14-5/8"D	2	\$374.79	\$749.58
		\$(L2STD)	Grd L2 Standard Laminates			
		.LPT1	Portico Teak			
		LPT1	Portico Teak			
21		HLSL36TW	WM Tackboard for 36W WM Overhead	2	\$126.75	\$253.50
		\$(A)	Grd A Fabric			
		.RFG	Refuge			
		90	Eclipse			
22		HWR1872P	Systems Rectangle Worksurface 18D x 72W Edgeband	1	\$176.90	\$176.90
		\$(L2STD)	Grd L2 Standard Laminates			
		.LPT1	Portico Teak			
		.DP	Portico Teak			
		.T1	Platinum			
23		HWR2430P	Systems Rectangular Worksurface Edgeband 24D x 30W	1	\$122.38	\$122.38
		\$(L2STD)	Grd L2 Standard Laminates			
		.LPT1	Portico Teak			
		.DP	Portico Teak			
		.T1	Platinum			
24		HWV73AALP	Systems 60x36x24x24 Lft Corner Cove Worksurface Edgebd	1	\$217.21	\$217.21

WEST FARGO

840 11th Avenue NE, West Fargo, ND 58078

MINNEAPOLIS

44 Northern Stacks Dr #120, Fridley, MN 55421

GRAND FORKS

610 S 19th St, Suite 4, Grand Forks, ND 58201



#	department	product number	description	qty	price	extended
		\$(L2STD)	Grd L2 Standard Laminates			
		.LPT1	Portico Teak			
		.DP	Portico Teak			
		.T1	Platinum			
25		SUM33	3 STAGE 3 LEG ADJUSTABLE BASE	1	\$540.65	\$540.65
		COLOR	BLACK			

Sub Total

\$4,403.80

OFFICE 2

26		HLINEARC2	Field Install Dwr/Dr Kit-Linear Mat Chrome 2pack	3	\$30.81	\$92.43
27		HLINEARC3	Field Install Dwr/Dr Kit-Linear Mat Chrome 3pack	1	\$34.32	\$34.32
28		HLED17A	17" LED Light W/PwrSupplyForDaisyChain(STARTER)	2	\$171.39	\$342.78
29		HF23S	Contain Satin Removable Lock Core Kit	4	\$17.69	\$70.76
		.X102E	102E			
30		H10502	10500 Series Floorstnd Full Ht Ped B/B/F 15-5/8W x 22-3/4D	1	\$341.25	\$341.25
		\$(L2STD)	Grd L2 Standard Laminates			
		.LPT1	Portico Teak			
31		H10504	10500 Series Floorstnding Full Ht Ped F/F 15-5/8W x 22-3/4D	1	\$341.25	\$341.25
		\$(L2STD)	Grd L2 Standard Laminates			
		.LPT1	Portico Teak			
32		H10524	10500 Series Access Strip	1	\$89.70	\$89.70
		\$(L2STD)	Grd L2 Standard Laminates			
		.LPT1	Portico Teak			
33		H10524LEP	15-3/4Wx23-7/8Dx28-1/2H L-Shaped End Panel	2	\$135.72	\$271.44
		\$(L2STD)	Grd L2 Standard Laminates			
		.LPT1	Portico Teak			
34		H105302L	10500 Series Personal Wardrobe/Strg Cab 24W 24D 66-5/8"H	1	\$1,068.21	\$1,068.21
		\$(L2STD)	Grd L2 Standard Laminates			
		.LPT1	Portico Teak			
		LPT1	Portico Teak			
35		H105380	10500 Series Wall Mounted Storage Cab 30"W x 14-5/8"D	1	\$350.61	\$350.61

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#	department	product number	description	qty	price	extended
		\$(L2STD)	Grd L2 Standard Laminates			
		.LPT1	Portico Teak			
		LPT1	Portico Teak			
36		H105381	10500 Series Wall Mounted Storage Cabt 36"W x 14-5/8"D	1	\$374.79	\$374.79
		\$(L2STD)	Grd L2 Standard Laminates			
		.LPT1	Portico Teak			
		LPT1	Portico Teak			
37		H105R2466	66Wx24D Rectangle Worksurface	1	\$167.70	\$167.70
		\$(L2STD)	Grd L2 Standard Laminates			
		.LPT1	Portico Teak			
		LPT1	Portico Teak			
		DP	Portico Teak			
38		HLSL66TW	Tackboard for 66" W Wallmount Tackboard	1	\$186.42	\$186.42
		\$(A)	Grd A Fabric			
		.RFG	Refuge			
		90	Eclipse			
39		HWR2448P	Systems Rectangular Worksurface Edgeband 24D x 48W	1	\$155.44	\$155.44
		\$(L2STD)	Grd L2 Standard Laminates			
		.LPT1	Portico Teak			
		.DP	Portico Teak			
		.T1	Platinum			

Sub Total **\$3,887.10**

ZZ-LABOR

40	LABOR	DELIVERY AND INSTALL	1	\$135.00	\$135.00
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Sub Total **\$135.00**

total not including tax: \$12,700.62

notes

PRICING GOOD UNTIL JANUARY 30, 2024-PRICE INCREASE GOES INTO EFFECT AFTER

WEST FARGO

840 11th Avenue NE, West Fargo, ND 58078

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44 Northern Stacks Dr #120, Fridley, MN 55421

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610 S 19th St, Suite 4, Grand Forks, ND 58201



Standard Terms and Conditions

Cancellations and or Changes

All special ordered products is non-cancellable and non-returnable or they may be subject to manufacturers minimum restocking charge, along with freight and handling fees as applicable. Stock delivery product may be returned if boxes are not opened.

Installation Terms and Conditions:

1. Unless otherwise specified, this transaction assumes non-union labor personnel working regular hours (Monday - Friday 8:00 am - 4:30 pm).
2. Installation assumes exclusive access to loading dock, freight elevator and receiving area on the floor being installed. Additional charges will be assessed for installations requiring product to be carried up stairs.
3. This proposal assumes no floor covering will be required in either the loading dock/receiving area or on the floor being installed.
4. All trash will be removed by Business Essentials Interiors.
5. The area being installed must be clear and ready for furniture installation (i.e. any construction completed, any carpeting work completed, existing furniture removed). For furniture reconfigurations area must be prepped and ready (i.e. computers, cables and phone lines removed, files empty, etc.)
6. All products will be installed per manufacturer's specifications.
7. All products will be installed per plan. Any substantive changes will require the completion of a change order, and may include additional labor and/or product charges. Additional charges will be re-quoted and a purchase order modification or new purchase order may be required before work can be completed.
8. The installation foreman will conduct a walk-through with the client contact to develop a "punch list" of incomplete items. Punch list items include missing, damaged, or incorrect products that cannot be installed per the approved plan. Product additions or request changes should be noted on a separate "wish list." The job is complete if all products are installed per the approved plan.
9. Business Essentials Interiors is not responsible for providing an electrician to hardwire the systems furniture electrical power entry to the building power supply. This is the responsibility of the client's electrician.
10. Business Essentials Interiors is not responsible for running any telephone and/or computer wiring through the systems furniture raceway or for supplying data jacks in the individual workstations.
11. Business Essentials Interiors will work in conjunction with the telephone/computer cabling contractors. However, once the furniture installation is complete, all stations will be moved into their final position. If the stations cannot be moved into final position due to incomplete cabling or electrical work, moving the stations after that work is complete becomes the client's responsibility.
12. Business Essentials Interiors shall not be considered in default of any of its obligations under this Agreement to the extent that the performance thereof is delayed or rendered impossible by acts of God, war, civil commotion, fire, storm, flood, explosion, strikes, walkouts, other industrial disturbances, or any other cause which is beyond its reasonable control.
13. Direct shipments from the manufacturers do not include inside delivery. The client is responsible to arrange pick up from the client's receiving dock.
14. Business Essentials will hold product ordered for a MAXIMUM of 14 days after receipt of the product or quoted estimated delivery date. After 14 days transportation and/or storage fees may apply.

approved by: _____ date: _____
 name

_____ po: _____
 title

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610 S 19th St, Suite 4, Grand Forks, ND 58201





Administration

Telephone: 701-241-5770

Fax: 701-241-5776

wilsonro@casscountynd.gov

MEMO

TO: County Commission

FROM: Taylor Kaushagen

Date: January 30, 2024

Subject: Purchase to remodel south end bathrooms on the second floor and basement of the Courthouse

The 2025 budget includes \$50,000 to complete a remodel of the south end bathrooms on the second floor and in the basement of the Courthouse. Buildings and grounds received a quote from Walz Enterprises for the remodel work in the amount of \$14,410.00

SUGGESTED MOTION: Authorize purchase of remodel work for the south end bathrooms on the second floor and basement of the Courthouse from Walz Enterprises in the amount of \$14,410.00.



Vendor information

WALZ ENTERPRISES
2878 143RD ST S
GLYNDON, MN 56547

Purchase order

Date
Prepayment obligation

PO-000164-1

01/31/2024
No

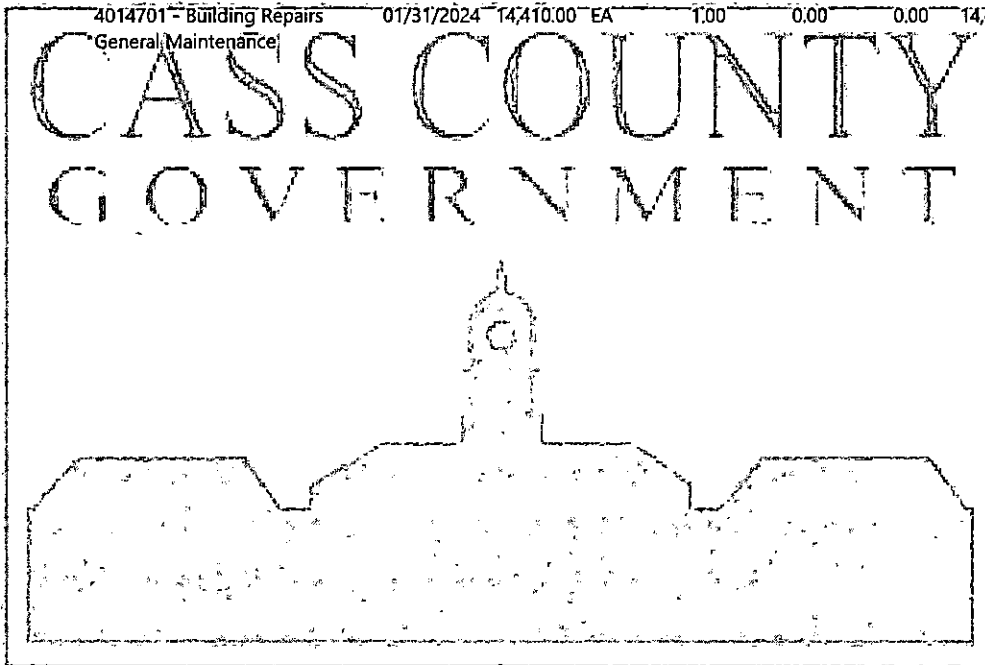
Delivery address

Cass County
211 9th St S
 Fargo, ND 58103

Attention information

Delivery terms

Line number	Item number	Description	Delivery	Quantity	Unit	Unit price	Discount	Discount percent	Amount	Print code
1	4014701	Building Repairs General Maintenance	01/31/2024	14,410.00	EA	1.00	0.00	0.00	14,410.00	



211 9th St S
 Fargo, ND 58103

Telephone (701) 297-6000
Fax
Email address

Tax registration number
Tax exempt number

Signature _____

ESTIMATE

Walz Enterprises
2878 143 st. so.
Glyndon, MN 56547

walzenterprises@outlook.com
701 388 4260

Cass County

Bill to
Cass County
County of Cass
211 9th St S
Fargo, ND 581031833 USA

Ship to
Cass County
County of Cass
211 9th St S
Fargo, ND 581031833 USA

Estimate details

Estimate no.: 1049
Estimate date: 01/09/2024

#	Date	Product or service	SKU	Qty	Rate	Amount
1.		Updated estimate for south end bathrooms. Basement and 2nd floor.				\$0.00
2.		Labor Demo. 2 bathrooms per floor		50	\$50.00	\$2,500.00
3.		Materials Blades etc...		2	\$75.00	\$150.00
4.		Labor Prep floors for tile and patch walls		52	\$50.00	\$2,600.00
5.		Materials Floor leveler, mud etc...		2	\$150.00	\$300.00
6.		Labor Install tile and base trim with metal cap.		68	\$50.00	\$3,400.00
7.		Labor Grout tile and base trim		24	\$50.00	\$1,200.00
8.		Materials Owner to supply Tile, grout, mortar, etc...		1	\$0.00	\$0.00
9.		Labor Install new ceiling tile.		30	\$50.00	\$1,500.00
10.		Materials		1	\$0.00	\$0.00

Supplied by owner.

11.	Labor Install new partitions.	36	\$50.00	\$1,800.00
12.	Materials Supplied by owner.	1	\$0.00	\$0.00
13.	Labor Rehang mirrors and fixtures.	16	\$50.00	\$800.00
14.	Materials Fasteners , brackets glue etc	2	\$80.00	\$160.00
			Total	\$14,410.00



Finance Office

Telephone: 701-241-5600

Fax: 701-241-5728

SMB-FIN@casscountynd.gov

January 31, 2024

Board of County Commissioners
Cass County Government
211 9th Street South
Fargo ND 58103

Re: ExpressVote Unit Purchase

Dear Commissioners:

The election budget includes funding for the procurement of ExpressVote units and is a budgeted line item approved for 2024. ExpressVote's will be deployed and utilized throughout our 21 polling locations in the Primary and General elections. We expect voter turnout will be high this year and are planning to accommodate a capacity of 50,000 to 60,000 voters during the General Election this fall. The finance office is requesting the commission authorize the purchase of 73 ExpressVotes.

Cass County currently has 150 ExpressVote units in our inventory and have budgeted to purchase an additional 73 units in 2024 to increase our inventory to 223 units. Ideally, we would have enough ExpressVote units to deploy 275 units throughout our 21 polling locations. These additional units will allow us to manage wait times, ballot distribution, and improve the overall experience for voters of Cass County. These new units will be used for the next three election cycles at a minimum and potentially longer. The SOS office does plan on issuing an RFP for new election equipment contracts after the 2028 election cycle; therefore, it is entirely possible that our current election equipment will be updated and/or replaced for the 2030 election cycle.

The state of North Dakota has established a contract with Election Systems & Software (ES&S) for a statewide voting tabulation system (contract #214). The contract has been extended through the state until 12/31/2024. This master contract allows counties to purchase election programming, consumables, miscellaneous equipment, and professional services.

In line with the procurement contract, we have received a quote from the approved vendor of ExpressVotes, ES&S. The quote is for a total of 73 ExpressVotes, 73 cases, 73 barcode scanners, software licensing, implementation services and an annual post-warranty software license and maintenance fee. The total purchase price is quoted at \$346,385.

SUGGESTED MOTION:

Move to approve the purchase of 73 EXpressVotes, including software, implementation, accessories, and post-warranty, for a total of \$346,385. (101-2103-4017401)

Enc: ES&S Purchase Quote



Maintaining voter confidence. Enhancing the voter experience.

Cass County, ND
Purchase Proposal Quote
Submitted by Election Systems & Software

Purchase Solution Includes:

Table with columns: Quantity, Item Description, Unit Price, Extended Price. Includes sections for Tabulation Hardware and Election Services.

Table with columns: Quantity, Item Description, Unit Price, Extended Price. Includes section for Annual Post-Warranty License and Maintenance and Support Fees.

Footnotes:

- 1. This quote is an estimate and is subject to final review and approval by both ES&S and the Customer.
2. Rates valid for thirty (30) days and thereafter may change.
3. Any applicable (City & State) sales taxes have not been included in pricing and are the responsibility of the customer.
4. Subject to state, municipal, jurisdictional, provincial or territory laws to the contrary, the above pricing information is confidential, proprietary and trade secret information of ES&S and is intended only for the use of the individual or entity to which the document is directed to.