

EXECUTIVES SERVICES DIVISION'S
FURNITURE ACQUISITIONS
for
OFFICE OF THE SECRETARY
(REVISED)

AGENCY	DESCRIPTION	ACTUAL EXPENDITURES
OFFICE OF THE SECRETARY	STAND DESK	\$ 1,124.00
SONNY PERDUE	4-SLAT ROCKERS/2-DOUBLE SLAT ROCKERS (BENCHES)/2-TABLES/3-CUSHIONS/2-QUILTS EASEL	\$ 1,679.87 \$313.50
DEPUTY SECRETARY STEPHEN CENSKY	STAND DESK	\$ 1,124.00
UNDER SECRETARY TRADE & FOREIGN AGRICULTURAL AFFAIRS TED MCKINNEY	BOOK CASE	\$ 482.78
	SOFA	\$ 1,336.42
	2-CHAIRS	\$ 1,189.60
	TABLES	\$ 157.12
UNDER SECRETARY FARM PRODUCTION & CONSERVATION BILL NORTHEY	4-CHAIRS	\$ 1,146.60

Fossum, Carmelita - DM

From: Tillman, Robin - DM
Sent: Wednesday, April 11, 2018 9:01 AM
To: Fossum, Carmelita - DM
Subject: Easel purchase

The easel purchase from March of last year was verbally requested by Chris Young. I don't have an email request in writing.

Robin Tillman
Executive Services
202-720-2779 (O)
(b) (6) (C)

Fossum, Carmelita - DM

From: Beans, Cheryl - DM
Sent: Thursday, April 12, 2018 4:32 PM
To: Tillman, Robin - DM; James, Juanita - DM; Fossum, Carmelita - DM
Subject: Stand Desk for Secretary

I don't have an email requesting a stand desk for the Secretary.

Cheryl Beans
USDA-DM-Office of Operations
Executive Service Division
(202) 720-3838 desk
(202) 720-0531 fax

Fossum, Carmelita - DM

From: Tillman, Robin - DM
Sent: Thursday, April 12, 2018 3:39 PM
To: Fossum, Carmelita - DM
Subject: FW: Stand Up Desk request

This is for the Deputy's desk.

From: Tillman, Robin - DM
Sent: Thursday, April 12, 2018 1:23 PM
To: Beans, Cheryl - DM <Cheryl.Beans@ocio.usda.gov>; Fossum, Carmelita - DM <Carmelita.Fossum@dm.usda.gov>
Subject: FW: Stand Up Desk request

From: Trollinger, Shelia - OSEC
Sent: Thursday, September 28, 2017 4:13 PM
To: Tillman, Robin - DM <Robin.Tillman@dm.usda.gov>
Subject: RE: Stand Up Desk request

Robin, thank you for your help.

From: Tillman, Robin - DM
Thursday, September 28, 2017
To: Young, Chris - OSEC,
DC
<Chris.Young@osec.usda.gov>;
Shelia - OSEC <Shelia.Trollinger@osec.usda.gov>
Subject: RE: Stand Up Desk request



Shelia Trollinger
Executive Assistant
Office of the Secretary
United States Department of Agriculture
Office: 202-720-6052

Sent:
3:04 PM
Washington,
Trollinger,

The desk has been ordered!

Thank you!

From: Young, Chris - OSEC, Washington, DC
Sent: Thursday, September 28, 2017 2:50 PM
To: Trollinger, Shelia - OSEC <Shelia.Trollinger@osec.usda.gov>
Cc: Tillman, Robin - DM <Robin.Tillman@dm.usda.gov>
Subject: Re: Stand Up Desk request

Yes absolutely

Sent from my iPhone

On Sep 28, 2017, at 14:40, Trollinger, Shelia - OSEC <Shelia.Trollinger@osec.usda.gov> wrote:

Can we order a stand up desk for the Deputy Secretary's office? In speaking with Brooke Appleton, Chief of Staff to the Deputy Secretary, she indicated that he prefers to have a stand up desk. We may not have that on hand when he is confirmed but if it is on order that will be sufficient.

Thank you,
Shelia

<image003.png>

Shelia Trollinger
Executive Assistant
Office of the Secretary
United States Department of Agriculture
Office: 202-720-6052

Fossum, Carmelnita - DM

From: Tillman, Robin - DM
Sent: Wednesday, April 11, 2018 8:52 AM
To: Fossum, Carmelnita - DM
Subject: Furniture fir TFAA

From: Tillman, Robin - DM
Sent: Wednesday, September 27, 2017 10:39 AM
To: Willbrand, Zhulieta - OSEC, Washington, DC <zhulieta.z.willbrand@osec.usda.gov>; Fossum, Carmelnita - DM <Carmelnita.Fossum@dm.usda.gov>; Beans, Cheryl - DM <Cheryl.Beans@ocio.usda.gov>
Subject: Furniture for the Under Secretary TFAA

Good morning Zhulieta,

I ordered the furniture we met about yesterday. Your first selection was available in the standard sofa size. I also found the matching 5 shelf bookcase. Below is cost and shipping information for your accounting records.

Thank you!

Robin Tillman
Executive Services Division
[202-720-2779](tel:202-720-2779)

Begin forwarded message:

From: "Milservice@NationalBusinessFurniture.com"
<Milservice@NationalBusinessFurniture.com>
Date: September 27, 2017 at 10:20:07 AM EDT
To: <ROBIN.TILLMAN@DM.USDA.GOV>
Subject: Shipping information on your order ZJ979041



**NATIONAL BUSINESS
FURNITURE**

We are
Call us: 800-!

Dear Robin Tillman,

Thank you for ordering from National Business Furniture, LLC! This is your order acknowledgement along with delivery information. Please review the information below for accuracy. If you have any questions, give us a call at [\(800\) 626-6060](tel:800-626-6060). Once your order ships, we will send another email with tracking information. You can view your order [here](#).

Thank you for choosing National Business Furniture, LLC!

Here are the details for your order #ZJ979041:

Billing Address

Robin Tillman
Whiten Bldg
Usda
[1400 Independence Ave Sw Ste 10A](#)
Washington, DC, [20250](#)
Phone: [\(202\) 720-2779](#)

Shipping Address

Robin Tillman
Whiten Bldg
Usda
[1400 Independence Ave Sw Ste 10A](#)
[Washington](#), DC, 20250
Phone: [\(202\) 720-2779](#)

Item Number	Item Description	Special Note	Qty	Each	Total
76434	Upholstered Sofa Wood Arms Gray House Fabric/Esspresso Arm Caps and Legs	GSA	1	\$1,336.42	\$1,336.42
76205	Upholstered Chair w/Wood Arms Gray Fabric Seat, Back and Arms/Esspresso Arms Caps and Legs	GSA	2	\$594.80	\$1,189.60
75899	Nesting Tables Espresso		1	\$157.12	\$157.12

- The item(s) listed above are shipping via Truck (tailgate) and should arrive between 10/11/2017 & 10/25/2017. Please have personnel and/or equipment ready to unload your items off the truck and to bring them into your location. See detailed Shipping Methods information below

Item Number	Item Description	Special Note	Qty	Each	Total
15933	Open Bookcase Espresso	Ships Today/GSA	1	\$482.78	\$482.78

- The item(s) listed above are shipping via Truck (tailgate) and should arrive between 9/28/2017 & 10/5/2017. Please have personnel and/or equipment ready to unload your items off the truck and to bring them into your location. See detailed Shipping Methods information below

Merchandise	\$3,463.80
Discount	\$297.88
Delivery	\$0.00
Additional Delivery Services	\$0.00

Subtotal	\$3,165.92
Sales Tax	\$0.00

Total	\$3,165.92
-------	------------

Payments	\$3,165.92
----------	------------

Balance Due	\$0.00
-------------	--------

- **Items marked with the GSA Logo are under GSA contract GS-27F-0024V and have a 10.3% discount.**
- This quote contains GSA & Open Market Items. Please contact us if you require all GSA Items.
- FOB destination pricing is quoted, the delivery cost is included in the cost of each item

Important information regarding your shipment(s):

- Examine all cartons closely upon delivery.
- Note any damage to the cartons prior to signing.
- Call us immediately at [\(800\) 626-6060](tel:8006266060) to report any damage to your order.
- Concealed damage must be reported within 10 days.

Delivery Methods:

Furniture shipments are often quite large and heavy, so it is important to understand how your items will arrive. The order acknowledgement above indicates which shipping method(s) your products will arrive by. Please read the detailed shipping information below to prepare for the arrival of your furniture.

- **FedEx/UPS:**
Items shipping via FedEx/UPS will be brought inside your business, or in the case of residential deliveries, to your front door.
- **Truck (Tailgate):**
Larger and heavier items will be shipped by a freight carrier using a large semi-trailer truck. The driver will pull up to the curb or loading dock and bring the items to the back of the truck. You will be responsible for taking the items off the truck and into your building. The items will not be lowered to the ground by the driver unless lift-gate service is requested in advance.
If lift-gate service was added, the driver will lower the items to the ground, but you are still responsible for bringing the items inside.
- **Inside Delivery:**
Front-Door Inside Delivery: The driver will remove the items from the truck and bring them to the closest covered area.
Room-of-Choice Inside Delivery: The driver will remove the items from the truck and bring them into your room of choice. Please note your items will first ship to a local delivery provider. Once these items are received by the local delivery provider, they will call you to schedule your delivery date.

For any questions about your order or delivery, call us at [\(800\) 626-6060](tel:8006266060).

National Business Furniture, LLC
[770 South 70th Street](#)

Milwaukee, WI 53214

Web code: 433422



Robin Tillman
Executive Services
202-720-2779 (O)
[REDACTED] (b) (6) (C)

Fossum, Carmelnita - DM

From: Tillman, Robin - DM
Sent: Thursday, April 12, 2018 3:38 PM
To: Fossum, Carmelnita - DM
Subject: FW: Rockers for Secretary's Office - email trail

From: Beans, Cheryl - DM
Sent: Thursday, April 12, 2018 1:15 PM
To: Tillman, Robin - DM <Robin.Tillman@dm.usda.gov>; James, Juanita - DM <Juanita.James@dm.usda.gov>
Subject: Rockers for Secretary's Office - email trail

Below is the email trail to order the rockers (FIOA request).

Cheryl Beans
Executive Service Specialist
USDA-DM-OO-Executive Service Division
(202) 720-3838 desk
(202) 720-0531 fax

Begin forwarded message:

From: "Beans, Cheryl - DM" <Cheryl.Beans@ocio.usda.gov>
To: "Williams, Duane - DM" <Duane.Williams1@dm.usda.gov>
Cc: "Tillman, Robin - DM" <Robin.Tillman@dm.usda.gov>
Subject: Question regarding throws via quilts - Secretary's Office

The attached picture does not come in throws only in a Queen or King size Quilt.

[image1.JPG]

Cheryl Beans
DM-OO-Executive Services Division
1400 Independence Avenue, SW
Room 10B
Washington, DC. 20250
(202) 720-3838 desk
(202) 720-0531 fax
cheryl.beans@dm.usda.gov <<mailto:cheryl.beans@dm.usda.gov>>

On Aug 25, 2017, at 2:02 PM, Williams, Duane - DM
<Duane.Williams1@dm.usda.gov <<mailto:Duane.Williams1@dm.usda.gov>>> wrote:

Ok; then get 4 rocking chairs and cushion to replace the wing back chairs.

Duane Williams
Director
U.S. Department of Agriculture
Office of Operations
(202) 260-8057

From: Beans, Cheryl - DM
Sent: Friday, August 25, 2017 1:35 PM
To: Williams, Duane - DM
<Duane.Williams1@dm.usda.gov<<mailto:Duane.Williams1@dm.usda.gov>>>
Cc: Tillman, Robin - DM
<Robin.Tillman@dm.usda.gov<<mailto:Robin.Tillman@dm.usda.gov>>>
Subject: Re: Rocking Chairs

There are 4 wing chairs in the receptionist area.

Cheryl Beans
DM-OO-Executive Services Division
1400 Independence Avenue, SW
Room 10B
Washington, DC. 20250
(202) 720-3838 desk
(202) 720-0531 fax
cheryl.beans@dm.usda.gov<<mailto:cheryl.beans@dm.usda.gov>>

On Aug 25, 2017, at 1:31 PM, Williams, Duane - DM
<Duane.Williams1@dm.usda.gov<<mailto:Duane.Williams1@dm.usda.gov>>> wrote:
Ok; thanks! How many rocking chairs will be needed to replace all of the wing back chairs in the cage?

Duane Williams
Director
U.S. Department of Agriculture
Office of Operations
(202) 260-8057

From: Beans, Cheryl - DM
Sent: Friday, August 25, 2017 1:29 PM
To: Williams, Duane - DM
<Duane.Williams1@dm.usda.gov<<mailto:Duane.Williams1@dm.usda.gov>>>
Cc: Tillman, Robin - DM
<Robin.Tillman@dm.usda.gov<<mailto:Robin.Tillman@dm.usda.gov>>>
Subject: Re: Rocking Chairs

Still working that project.

Cheryl Beans
DM-OO-Executive Services Division

1400 Independence Avenue, SW

Room 10B

Washington, DC. 20250

(202) 720-3838 desk

(202) 720-0531 fax

cheryl.beans@dm.usda.gov<<mailto:cheryl.beans@dm.usda.gov>>

On Aug 25, 2017, at 12:59 PM, Williams, Duane - DM

<Duane.Williams1@dm.usda.gov<<mailto:Duane.Williams1@dm.usda.gov>>> wrote:

Good afternoon Cheryl!

Did you have any look ordering the chairs from Cracker Barrel?

Thanks,

Duane Williams

Director

U.S. Department of Agriculture

Office of Operations

(202) 260-8057



Fossum, Carmelita - DM

From: James, Juanita - DM
Sent: Wednesday, April 11, 2018 11:14 AM
To: Fossum, Carmelita - DM
Cc: Beans, Cheryl - DM; Tillman, Robin - DM
Subject: FW: Heidi's Chair

Hello Carmen,

Listed below is a email from Kimberly Graham (FPC) request I order (2) office desk chairs. I cannot find the other email request the other (2) chairs. She may have called me to add those chairs. I do have a email I send to the vendor and I cc'd Kim on that email to add 2 more chairs.

Robin may have sent you her already and Cheryl may send her either today or tomorrow. Please let me know if anything else is needed.

From: Graham, Kimberly - OSEC, Washington, DC
Sent: Monday, August 21, 2017 1:46 PM
To: Toepper, Moriah - OSEC <Moriah.Toepper@osec.usda.gov>; Lawson, Adria - OSEC, Washington, DC <Adria.Lawson@osec.usda.gov>
Cc: Greenleaf, Brandi - NRCS, Washington, DC <Brandi.Greenleaf@wdc.usda.gov>
Subject: FW: Heidi's Chair

Moriah/Adria,

We need to order 2 office desk chairs for the FPAC Under Secretary and the Chief Operating Officer that will be sitting in room 225e and 229e.

Thanks,

Kim

Fossum, Carmelita - DM

From: James, Juanita - DM
Sent: Friday, April 13, 2018 11:26 AM
To: Fossum, Carmelita - DM; Beans, Cheryl - DM; Tillman, Robin - DM
Subject: FW: Heidi's Chair
Attachments: Quote 16-626-13 R1.pdf

Hi Carmen,

This is the only email I received regarding the chairs. I can't remember but I think she called me to order two more.

From: Lawson, Adria - OSEC, Washington, DC
Sent: Tuesday, August 22, 2017 2:28 PM
To: James, Juanita - DM <Juanita.James@dm.usda.gov>
Subject: FW: Heidi's Chair

From: Graham, Kimberly - OSEC, Washington, DC
Sent: Monday, August 21, 2017 1:46 PM
To: Toepper, Moriah - OSEC <Moriah.Toepper@osec.usda.gov>; Lawson, Adria - OSEC, Washington, DC <Adria.Lawson@osec.usda.gov>
Cc: Greenleaf, Brandi - NRCS, Washington, DC <Brandi.Greenleaf@wdc.usda.gov>
Subject: FW: Heidi's Chair

Moriah/Adria,

We need to order 2 office desk chairs for the FPAC Under Secretary and the Chief Operating Officer that will be sitting in room 225e and 229e.

Also, we need to order 6 boxes of Pilot G-2, .07 point pens (3 boxes of blue/3 boxes of black)

Thanks,

Kim

*If you cannot see the quote, please click on the following link to display it in your internal browser.
<https://www.ergoquote.com/96d37aac7f43114ba487ca1f8919a828-ef.html>



One BodyBilt Place
Navasota, TX 77868
Phone: (936) 825-1700
Fax: (936) 825-1725

Sales Rep: Joann Campbell - E63
Phone: 202-255-1513
Email: jcampbell@ergogenesis.com

OSEC/IO Sec. Perdue

Quote #	Date	Customer	Sales Rep		
Q2017-108197	05/23/2017	USDA - -DM - PP Executive Services Division - Cheryl Beans	Joann Campbell - E63	202-255-1513	
Product	Description	Qty	List Price	Your Price	
BodyBilt Height Adjustable Table - 48"	HAT48: 48x30 HAT in (specify color) Shanker Cherry	1	899.00	899.00	
			Parts Total:	899.00	
			Freight Est:	0.00	
			Installation: (Entire Order)	225.00	
			Sub Total:	1,124.00	
			Sales Tax (DC):	0.00	
			Grand Total:	1,124.00	
			Discount %:	0%	
<p>Customer Address Information</p> <p>Ship To: USDA - -DM - PP Executive Services Division Cheryl Beans Attn: Cheryl Beans 1400 Independence ave SW, RM 10B Witten Bldg Washington, DC 20250 Phone:(202) 720-3838 Fax:(202) 720-0531</p> <p>Bill To: USDA - -DM - PP Executive Services Division Cheryl Beans Attn: Cheryl Beans 1400 Independence ave SW, RM 10B Witten Bldg Washington, DC 20250 Phone:(202) 720-3838 Fax:(202) 720-0531</p>					

[Click here to download PDF](#)

for Secretary Perdue
05EC-10

pickup
Thursday
9/21/17



Cracker Barrel Store #718
Linthicum Heights, MD

1448851 JANIS G

CHK 5481 SEP18'17 4:29PM

950647	
2 @ 279.99	
Doublelat Rocker	559.98
445275	
2 @ 59.99	
square leg table	119.98

Subtotal	679.96
Total	679.96

REF:561601
AUTHCODE:022479
XXXXXXXXXXXX1489
VISA

679.96 X

Thank You
Please Come Back
www.CrackerBarrel.com

Reference Number:



DSEC/IO

Cracker Barrel Store #718
Lincolnton Heights, NC

1665538 Margaret S

CHK 7092 AUG28'17 7:56AM

808982		
4 @ 169.99		
Slat Rocker	679.96	
425784		
2 @ 99.99		
ROOSEVELT QUEEN	199.98	
553899		
3 @ 39.99		
Marine Cushion	119.97	
Subtotal	999.91	
Total	999.91	
REF:547827		
AUTHCODE:019776		
XXXXXXXXXXXX1489		
VISA	999.91	X

Thank You
 Please Come Back
www.CrackerBarrel.com

 Reference Number:



*for Shelia OSEC - Deputy
② + extra for new employee*



One BodyBilt Place
Navasota, TX 77868
Phone: (936) 825-1700
Fax: (936) 825-1725

Sales Rep: Joann Campbell - E63
Phone: 202-255-1513
Email: jcampbell@ergogenesis.com

Sales Quote Form Quote No: **116509** HTS: OPEN MARKET

Order Date: **12/20/2017** Ship Date: Dealer of Record: Sales Person: **Joann Campbell - E63**

CC Type: **Visa** Credit Card Name: **CHERYL R. BEANS** Credit Card Number: ******.****.****-1489** Expiry - Code: **9/2020 - *****

P.O.#: **VISACRBEANS** Additional Info

Freight Quote #: **PLEASE CONTACT JAY JONES WITH GLOBAL TECHS OF MARYLAND WHEN PRODUCT ARRIVES TO SCHEDULE INSTALLATION (443) 413-1371 OR EMAIL : jayjones@globaltechsofmaryland.com - Thank you**

Customer ID: **NEW - 0** **COLOR FOR TABLE IS SHANKER CHERRY**

Discount %: **0.000% off list (ErgoFusion)**

Bill To		Ship To	
Company:	USDA -DM-OO-Executive Services Division	Company:	USDA -DM-OO-Executive Services Division
Name:	CHERYL BEANS	Name:	CHERYL BEANS
Attn:	CHERYL BEANS	Attn:	CHERYL BEANS
Address:	1400 Independence ave SW-room 10B, Whitten Building	Address:	1400 Independence ave SW-room 10B, Whitten Building
City, State, Zip:	Washington, DC 20250	City, State, Zip:	Washington, DC 20250
Phone:	(202) 720-3838	Phone:	(202) 720-3838
Fax:	(202) 720-0531	Fax:	(202) 720-0531
Email Address:	cheryl.beans@dm.usda.gov	Email Address:	cheryl.beans@dm.usda.gov jayjones@globaltechsofmaryland.com stephanie.bradley@dm.usda.gov

Qty	Model/Options	Fabric / Info	Tag	Disc. Price	Extension
2	HAT48	48x30 HAT in (specify color) SHANKER CHERRY		899.00	1,798.00

Special Shipping Instructions	Sub-Total:	1,798.00
	Freight:	0.00
	Installation:	450.00
	Sales Tax: 5.75%	0.00
Freight: Custom	Total:	2,248.00

*Half of the total for Dep. Sec.
\$1,124 18 of 25*

Secretary Perdue



Final Details for Order #116-6821054-1322605

Print this page for your records.

Order Placed: March 16, 2017
Amazon.com order number: 116-6821054-1322605
Order Total: \$313.50

Shipped on March 19, 2017

Items Ordered

1 of: *Design Toscano Louis XV Fine Art Carved Display Easel*
Sold by: XoticBrands ([seller profile](#))

Price

\$313.50

Condition: New

Shipping Address:

Robin Tillman
US DEPARTMENT OF AGRICULTURE
1400 INDEPENDENCE AVE SW ROOM WHITTEN
10-A BLDG
WASHINGTON, DC 20250-1419
United States

Item(s) Subtotal: \$313.50
Shipping & Handling: \$0.00

Total before tax: \$313.50
Sales Tax: \$0.00

Total for This Shipment: \$313.50

Shipping Speed:

Standard

Payment information

Payment Method:

Visa | Last digits: 1791

Item(s) Subtotal: \$313.50
Shipping & Handling: \$0.00

Billing address

Robin Tillman
US DEPARTMENT OF AGRICULTURE
1400 INDEPENDENCE AVE SW ROOM
WHITTEN 10-A BLDG
WASHINGTON, DC 20250-1419
United States

Total before tax: \$313.50
Estimated tax to be collected: \$0.00

Grand Total: \$313.50

Credit Card transactions

Visa ending in 1791: March 19, 2017: \$313.50

To view the status of your order, return to [Order Summary](#).

[Conditions of Use](#) | [Privacy Notice](#) © 1996-2018, Amazon.com, Inc. or its affiliates

770 South 70th Street
Milwaukee, WI 53214

Service: 800.626.6060

Fax: 800.329.9349 www.NBF.comEmail: milservice@nbf.com

Federal ID: 20-3851320

INVOICE**NATIONAL BUSINESS
FURNITURE****Date** 09/28/17 **Your PO No.** **Invoice No.** ZJ979041-TDQ

Sold To:

ROBIN TILLMAN
WHITEN BLDG
USDA
1400 INDEPENDENCE AVE SW STE 10A
WASHINGTON DC 20250

Shipped To:

ROBIN TILLMAN
WHITEN BLDG
USDA
1400 INDEPENDENCE AVE SW STE 10A
WASHINGTON DC 20250

Please return the top portion with your remittance.

Item No.	Description	Qty.	Each	Total
GSA 15933	Open Bookcase Espresso	1	\$482.78	\$482.78
	LIFETIME GUARANTEE			FREE
			Total Merchandise	\$482.78
			Shipping and Handling	\$0.00
			Subtotal	\$482.78
			Total Tax	\$0.00
			Payments	\$(-482.78)
			Balance Due	\$0.00

***** NO PAYMENT IS DUE *****

THIS ZERO BALANCE INVOICE IS FOR YOUR ACCOUNTING RECORDS ONLY.

Track your order at <http://www.nationalbusinessfurniture.com/ordertracklogin.asp>

Items marked with the GSA Logo are under GSA contract GS-27F-0024V and have a 10.3% discount.

Items marked with the GSA Logo are under GSA contract GS-27F-0024V and have a 10.3% discount.

This quote contains GSA & Open Market Items. Please contact us if you require all GSA Items.

If your deposit was made with a credit card and the balance is not paid within 60 days, your credit card will be charged automatically for the balance

Please note our new remittance address below. Please make sure your records are updated in all your accounts payable systems.

National Business Furniture
770 South 70th Street
Milwaukee, WI 53214

Thank you for your order! Terms are Net 30 Days. Payment made after 30 days is subject to a service charge of 1½% per month (18% per annum). NO RETURNS ACCEPTED WITHOUT OUR WRITTEN CONSENT

SOURCE
CODE



NATIONAL BUSINESS FURNITURE

770 South 70th Street
 Milwaukee, WI 53214

Service: 800.626.6060
 Fax: 800.329.9349 www.NBF.com
 Email: milservice@nbf.com
 Federal ID: 20-3851320

INVOICE

Date 10/19/17 **Your PO No.** **Invoice No.** ZJ979041-OFF

Sold To:

ROBIN TILLMAN
 WHITEN BLDG
 USDA
 1400 INDEPENDENCE AVE SW STE 10A
 WASHINGTON DC 20250

Shipped To:

ROBIN TILLMAN
 WHITEN BLDG
 USDA
 1400 INDEPENDENCE AVE SW STE 10A
 WASHINGTON DC 20250

Please return the top portion with your remittance.

Item No.	Description	Qty.	Each	Total
GSA 76434	Upholstered Sofa Wood Arms Gray House Fabric/Espresso Arm Caps and Legs	1	\$1,336.42	\$1,336.42
GSA 76205	Upholstered Chair w/Wood Arms Gray Fabric Seat, Back and Arms/Espresso Arms Caps and Legs	2	\$594.80	\$1,189.60
75899	Nesting Tables Espresso	1	\$157.12	\$157.12
LIFETIME GUARANTEE				FREE
Total Merchandise				\$2,683.14
Shipping and Handling				\$0.00
Subtotal				\$2,683.14
Total Tax				\$0.00
Payments				\$(-2,683.14)
Balance Due				\$0.00

***** NO PAYMENT IS DUE *****

THIS ZERO BALANCE INVOICE IS FOR YOUR ACCOUNTING RECORDS ONLY.

Track your order at <http://www.nationalbusinessfurniture.com/ordertracklogin.asp>

Items marked with the GSA Logo are under GSA contract GS-27F-0024V and have a 10.3% discount.
 XPOL (XPO Logistics) Tracking #: 790867851


Items marked with the GSA Logo are under GSA contract GS-27F-0024V and have a 10.3% discount.

This quote contains GSA & Open Market Items. Please contact us if you require all GSA Items.

If your deposit was made with a credit card and the balance is not paid within 60 days, your credit card will be charged automatically for the balance

Thank you for your order! Terms are Net 30 Days. Payment made after 30 days is subject to a service charge of 1½% per month (18% per annum). NO RETURNS ACCEPTED WITHOUT OUR WRITTEN CONSENT

SOURCE
 CODE

	<h2 style="margin: 0;">Quote # 17-686-13</h2>
PO Box 2042 Rockville, MD 20847 vanessa@zoominc.org www.zoominc.org	Office: 301-299-7155 Fax: 301-299-7166

Woman Owned 100 % Certified Minority Business Enterprise 13-313

Date	Quote #	Project Description	Account Executive
9/15/2017	17-686-13	Chairs	Maureen Levy
Quote To:		Project Location:	
Client:	USDA	Client:	USDA
Address:	355 E Street SW Washington, DC 20024	Address:	1400 Independence Ave, SW Washington, DC 20250
Attention	Juanita James	POC:	Juanita James
Phone:		Office:	202-690-6716
Email:		Mobile:	
		Email:	

Please address purchase order to:	Quote Summary
Name: Zoom Inc PO Box 2042 Rockville, MD 20847	GS-28F-0018V
Maureen Levy 301-299-7155	Terms: 30 Days
	Cage Code: 43AH2
	DUNS #: 194092313
	Tax ID:202345463
	Product \$573.20
	Design \$0.00
	Freight \$0.00
	Installation \$0.00
	Management \$0.00
	Grand Total \$573.20

Line	Qty	Item Number	Item Description	List	Discount %	Unit Sell	Extended Sell
1	2	H2091.S.SR 11.T	Hon Pillowsoft 2090 Exec High Back Chair Swivel, Tilt Arms Soft Casters Leather: Black Frame: Black	\$735.00	61.00%	\$286.65	\$573.30
Grand Total.....							\$573.30

Per F.A.R. 52.215-1: This entire proposal includes data and/or drawings that shall not be disclosed outside the Government Agency and shall not be duplicated used, or disclosed-in whole part- for any purpose other than to evaluate this proposal submitted by Zoom, Inc. The data subject to this restriction are:the entire document. The information shall not be provided or otherwise made available to any vendors or other parties, for development of cost comparisons or any other purposes. NOTE: Items held in storage over 30 days are charged \$40.00 per month per skid. Zoom, Inc. is pleased to quote the following items for your approval. These items are subject to the terms and conditions of sale which are part of the agreement. The merchandise will be ordered upon receipt of this signed contract and deposit. Zoom, Inc is entitled to collect all costs of collection including attorney's fees should the buyer fail to pay. Zoom, Inc is entitled to collect a 1.5% monthly service fee on all past due accounts. Quote valid for 60 days. OM=Open Market

Under Secretary Northey

ZOOM INC
1 LAUREL LEAF CT
POTOMAC, MD 20854
301-299-7155

ZOOM INC
007542008806155256001

Date: 09/15/2017 09:58:33 AM

CREDIT CARD SALE

VISA
CARD NUMBER: *****7869 K
TRAN AMOUNT: \$573.20
APPROVAL CD: 024560
RECORD #: 000
CLERK ID: 541997
INVOICE #: 17-686-13

X _____
Juanita James

I AGREE TO PAY THE ABOVE TOTAL AMOUNT
ACCORDING TO THE CARD ISSUER AGREEMENT
(MERCHANT AGREEMENT IF CREDIT VOUCHER)

Merchant Copy

ZOOM INC
1 LAUREL LEAF CT
POTOMAC, MD 20854
301-299-7155


ZOOM INC

Date: 09/15/2017 09:58:33 AM

CREDIT CARD SALE

VISA
CARD NUMBER: *****7869 K
TRAN AMOUNT: \$573.20
APPROVAL CD: 024560
RECORD #: 000
CLERK ID: 541997
INVOICE #: 17-686-13

Customer Copy

	<h2 style="margin:0;">Quote # 17-593-13</h2>
PO Box 2042 Rockville, MD 20847 vanessa@zoominc.org www.zoominc.org	Office: 301-299-7155 Fax: 301-299-7166

Woman Owned 100 % Certified Minority Business Enterprise 13-313

Date	Quote #	Project Description	Account Executive
8/23/2017	17-593-13	Chair	Maureen Levy
Quote To:		Project Location:	
Client:	USDA	Client:	USDA
Address:	355 E Street SW Washington, DC 20024	Address:	1400 Independence Ave, SW Washington, DC 20250
Attention:	Juanita James	POC:	Juanita James
Phone:		Office:	202-690-6716
Email:		Mobile:	
		Email:	

Please address purchase order to:		Quote Summary	
Name:	Zoom Inc PO Box 2042 Rockville, MD 20847	GS-26F-0018V	Product
		Terms: 30 Days	Design
		Cage Code: 43AH2	Freight
		DUNS #: 194092313	Installation
		Tax ID:202345463	Management
	Maureen Levy 301-299-7155		Grand Total
			\$573.20

Line	Qty	Item Number	Item Description	List	Discount %	Unit Sell	Extended Sell
1	2	H2091.S.SR 11.T	Hon Pillowsoft 2090 Exec High Back Chair Swivel, Tilt Arms Soft Casters Leather: Black Frame: Black	\$735.00	61.00%	\$286.65	\$573.30
Grand Total.....							\$573.30

Per F.A.R. 52.215-1: This entire proposal includes data and/or drawings that shall not be disclosed outside the Government Agency and shall not be duplicated used, or disclosed in whole part for any purpose other than to evaluate this proposal submitted by Zoom, Inc. The data subject to this restriction are: the entire document. The information shall not be provided or otherwise made available to any vendors or other parties, for development of cost comparisons or any other purposes. NOTE: Items held in storage over 30 days are charged \$40.00 per month per skid. Zoom, Inc. is pleased to quote the following items for your approval. These items are subject to the terms and conditions of sale which are part of the agreement. The merchandise will be ordered upon receipt of this signed contract and deposit. Zoom, Inc is entitled to collect all costs of collection including attorney's fees should the buyer fail to pay. Zoom, Inc is entitled to collect a 1.5% monthly service fee on all past due accounts. Quote valid for 60 days. OM=Open Market

8/23/2017

transaction.do (286x1168)

USDA Tracking # 2018-OCIO-00717
American Oversight

Under Secretary Northey

ZOOM INC
1 LAUREL LERF CT
POTOMAC, MD 20854
301-299-7155

ZOOM INC
007542008006155256001

Date: 08/23/2017 10:49:12 AM

CREDIT CARD SALE

VISA
CARD NUMBER: *****7869 K
TRAN AMOUNT: \$573.30
APPROVAL CD: 099385
RECORD #: 000
CLERK ID: 541997
INVOICE #: 17-593-13

X _____
Juanita James

I AGREE TO PAY THE ABOVE TOTAL AMOUNT
ACCORDING TO THE CARD ISSUER AGREEMENT
(MERCHANT AGREEMENT IF CREDIT VOUCHER)

Merchant Copy

ZOOM INC
1 LAUREL LERF CT
POTOMAC, MD 20854
301-299-7155

ZOOM INC

Date: 08/23/2017 10:49:12 AM

CREDIT CARD SALE

VISA
CARD NUMBER: *****7869 K
TRAN AMOUNT: \$573.30
APPROVAL CD: 099385
RECORD #: 000
CLERK ID: 541997
INVOICE #: 17-593-13

Customer Copy