PART 1 SCOPE OF MOVE SERVICES

A. GENERAL

i. The moves are part of a multi-phase fit-up which includes the moving of furniture from rooms affected by the construction works of 32 Lundy's Lane.

ii. The General Contractor shall be responsible for relocating existing furniture and equipment located within all spaces to allow for the construction as per the construction Phasing Plan.

iii. The General Contractor shall review the proposed move schedule with the DCC Representative prior to finalizing the implementation plan.

iv. The General Contractor shall coordinate the relocation of furniture to its temporary location with the DCC Representative.

v. Arrange for moving of furniture based on the following:

1. Move loose furniture by professional movers. Refer to Schedule 1.

vi. The Mover shall provide storage totes for employees to pack up a minimum of 2 weeks prior to the first phase of moving begins. These totes shall be stored along with the other furniture in a temporary temperature controlled environment.

vii. Cubbies may be secured to walls and each other. The General Contractor will be responsible for unfastening the cubbies and securing the cubbies to the wall back in their original locations. The mover shall be responsible for relocating as required by the phasing plan and reinstating in their original location for the General Contractor to re-secure them to the wall. Careful consideration should be take given the building age.

viii. Some of the furniture will be required to be stored and other furniture will need to be temporarily relocated to a designated area for the occupants to use during construction. The furniture will then need to be reinstated in its original location.

ix. The General Contractor may propose hoarding of the furniture in rooms with minimally invasive construction. The furniture should be moved out of the main work area and completely protected from any dust or damage for the duration of the work.

x. The General Contractor shall be responsible for providing a temporary, temperature controlled environment as required to store furniture for the duration of the construction.

xi. Prior to moving, all furniture shall be tagged with the original room location in such a way that does not impede the use of the furniture or cause damage to any part of the furniture.

xii. The dates for furniture relocations have not been confirmed and are fully dependent on the fit-up construction schedule, and, and as such, remain subject to change. The General Contractor will advise the Mover of any changes that may affect the move schedule. Schedule changes within the overall project timelines noted herein will not be the basis for any additional claims by the Mover.

xiii. The Commercial Mover will be required to complete a full move review prior to each Phase with the General Contractor and DCC Representative to ensure all contents noted to be relocated or stored have been identified and acted upon. Sign off on each Phase by the General Contractor and DCC Representative will be required at the completion of the relocation for each Phase

B. SITE ACCESS / PROTECTION

i. All breaks will be taken at the same time off site, and the team will reassemble at the same agreed to time for access to the site through the security desk.

C. SITE ACCESS

i. Carry out Work Monday to Friday from 07:00 to 17:00 hours, except when other hours are approved by DCC Representative. No work on statutory holidays or after hours unless approved by DCC Representative.

ii. Hours Definitions:

1. Regular working hours means from 07:00 to 17:00, Monday to Friday.

D. MOVE PROTECTION

i. The General Contractor is responsible to protect all areas of all sites that are accessed including clean up and removal of all their debris. Restoration and replacement of any damaged items caused by the General Contractor or its crew is the financial responsibility of the Contractor.

ii. Existing condition of the furniture should be noted and well documented by the Mover prior to the implementation of the move plan.

E. DELIVERABLES

i. Work collaboratively and interface directly with the liaison person designated by the General Contractor.

ii. The Mover's functions/responsibilities/deliverables include but are not limited to:

1. Working with the General Contractor in the performance of its functions and responsibilities for the Project.
2. Gathering all information for the completion of the moves;
3. Ensuring adequate time and resources are planned for each move respecting the work hour requirements.
4. Confirming at least one week prior to each move with the GC the move requirements including the Mover's implementation sequence when there are multiple floors.

F. USER OPERATIONAL REQUIREMENTS & RESTRICTIONS

i. The following outlines the user requirements and restrictions that must be considered and coordinated with the Contractor during the moving phases for Zone D & I.

1. Where spaces are to be used as flex rooms during construction, only one room can be relocated at a time. Rooms cannot be mixed regardless of age
2. Toddler and infant rooms cannot be shutdown at the same time
3. Approval is required by the Ministry of Education prior to relocation of spaces. Ministry approval is required for the flex/temporary spaces before moving the occupants in to these spaces. Additionally ministry approval is required, for the renovated spaces prior to moving occupants back in to these spaces. It is assumed that the approval process takes approximately one month for each approval. This shall be coordinated with the DCC Representative before and during the course of the project.

ii. The rooms have been combined into different zones as listed below with their respective requirements and the impact of construction on operational use. Refer also to Sheet L-B35-8900-300 – Phasing Plan:

1. Zone A – Medical Offices and Community Hub

a. Minimal interference in day-to-day operations w/ occupants temporarily relocating.

b. This area is to be completed first as it can serve as a flex space during the remainder of construction.

c. The furniture in this zone shall be tagged, removed, and stored for the duration of construction as outlined in this document.

2. Zone B – Gymnasium

a. Minimal interference in day-to-day operations w/ occupants temporarily relocating. Construction work can be completed on weekdays.

b. This area is to be completed in the early stages of construction as it can serve as a flex space during the remainder of construction.

c. This area is available to the contractor for the entire period of construction within this zone to be used as a swing space for the occupants to continue operations during the construction period.

d. The furniture in this zone shall be tagged, removed, and stored for the duration of construction as outlined in this document.

3. Zone C – Reception Area

a. Minimal interference in day-to-day operations with occupants temporarily relocating. Construction work can be completed on weekdays.

b. During construction in this area, entrance 155 can serve as the temporary main entrance and exit during construction.

c. The furniture in this zone shall be tagged, removed, and stored for the duration of construction as outlined in this document.

4. Zone D – Pre-School and Daycare Spaces

a. Some interference to day-to-day activities.

b. Construction to result in the relocation of maximum two rooms at a time to both the gym and the community hub.

c. Community hub and locker washrooms can be shared during relocation periods. Gymnasium and community hub must be operational prior to the relocation of other spaces.

d. The furniture in this zone shall be tagged and relocated as required to suit the implementation of the phasing plan and user's operational needs.

5. Zone E – Corridors

a. Some interference to day-to-day activities.

b. There are corridors where a large amount of ductwork will need to be installed. Temporary barriers may be required to separate the construction zone from the occupied portion of the corridors.

c. The furniture in this zone shall be tagged, removed, and stored for the duration of construction as outlined in this document.

6. Zone F – Mechanical & Electrical Rooms

a. These rooms will require access throughout the entire construction phase; however, these spaces do not impact the daily operations of the community center. Shutdowns of mechanical and electrical systems shall be coordinated with DCC Representative 2 weeks in advance.

7. Zone G – Level 02 Office Spaces
    a. Minimal interference in day-to-day operations w/ occupants temporarily relocating. Work can be completed on weekdays. This area is available to the contractor for the entire period of construction within this zone.
    b. The furniture in this zone shall be tagged, removed, and stored for the duration of construction as outlined in this document.
8. Zone H – Kitchen
    a. Major interference to day-to-day activities. A kitchen is required for daycare spaces to be operational.
    b. The General contractor shall provide the DCC Representative minimum 6 week notice prior to work beginning in the kitchen.
9. Zone I – Daycare 209 and Daycare 211
    a. Major disruptions to day-to-day activities due to structural reinforcing. Space must be closed to occupants. Work to be completed after hours and weekends.
    b. This area is available to the contractor for the entire period of construction in this zone.
    c. The furniture in this zone shall be tagged and relocated as required to suit the implementation of the phasing plan and user's operational needs.

G. PERFORMANCE REQUIREMENTS

i. The Mover, its employees, agents and Subcontractors shall comply with all current Occupational Health, Fire, Safety, and other rules and regulations in force at the building and at the place where the Services are to be carried out, at the time the Services are taking place.

ii. The Client will empty all cabinets and remove all loose supplies and toys from the rooms.

iii. Mover Furnished Equipment, Materials, and Supplies:
    1. Supply all the necessary required moving equipment, materials, and supplies.
    2. All deliveries or pick-ups to the site must be coordinated with the General Contractor.

iv. Wrapping and Packing
    1. When preparing items for transport, the Mover shall wrap all articles subject to breakage, denting, scratching, marring, soiling, chafing, or damage with padding or other appropriate materials that will prevent damage to the items.
    2. Clean up any wrapping or packing materials from the premises and remove all their debris that remains.

v. Moving of Items:
    1. Protection of Buildings and Property - The Mover shall use best commercial practices to ensure that all locations where moving services are performed, including the surrounding areas, are protected both internally and externally from any damage resulting from moving operations. The Mover shall take the necessary precautions (i.e.., pads, drop cloths, mats, etc.) to protect facilities and property during the move.

H. STAFF/PERSONNEL REQUIREMENTS

i. The Mover shall be responsible for ensuring that all Mover employees performing any Move Services are suitable for the type of work performed. Labour employed to perform services under this contract shall be knowledgeable and competent in the performance of the specific tasks to which they are assigned.

ii. The Mover must be able to supply a full complement of knowledgeable, security cleared staff at all times to provide the required Move Services.

iii. The Mover must provide a designated Crew Supervisor, who will have the authority to act on behalf of the Mover, and who is knowledgeable in the requirements of the specific move.

iv. Crew supervisors assigned to the Move Services must be able to read floor plans.

v. All Movers and staff provided by the Mover shall be uniformed appropriately for the nature and location of the Move Services. They shall display the Mover's name or logo on the outer garment for identification purposes at all times.

vi. The Movers must wear protective footwear and clothing, and must use appropriate protective equipment, materials and devices as required and in accordance with the Canadian Occupational Safety and Health Regulations.

I. STANDARDS OF CONDUCT

i. The Mover shall maintain satisfactory standards of employee competency, conduct, cleanliness, and integrity and shall be responsible for taking such disciplinary action with respect to employees as required. The Mover's employees who perform Move Services shall always be in a uniform identifying them as employees. Each Mover employee is expected to adhere to normal office standards of conduct.

PART 2 MOVE PLAN

A. REFERENCE DRAWINGS

i. Refer to the following drawings for the location of the furniture to be moved on the floors.

1. 309 – LEVEL 01 – EXISTING FURNITURE
2. 310 – LEVEL 02 – EXISTING FURNITURE

B. OTHER REFERENCE MATERIAL

i. Refer to Sheet L-B35-8900-300 – Phasing Plan for the proposed phasing plan of the construction work.

C. SCHEDULES

i. Items to be moved are outlined in the following schedule:

1. Schedule 1: Existing Furniture Inventory
2. This schedule is to provide a general overview of the larger FF&E components within the spaces. This schedule does not include any minor miscellaneous furnishings or wall accessories within the spaces.

D. SCHEDULE 1 – EXISTING FURNITURE INVENTORY

EXISTING FURNITURE INVENTORY

LEVEL 00		
FURNITURE DESCRIPTION	COUNT	MOVE PHASE

034 PRE-SCHOOL		
12"x32" RECTANGULAR TABLE W/ CABINET	1	ZONE D
24"x44" CHILDRENS TABLE	1	
30"x46" CHILDRENS TABLE	3	
35"x35" CLOVER-SHAPED CHILDRENS TABLE	1	
44"W x 22"D OPEN STORAGE SHELF	1	
48"x14" OPEN STORAGE SHELF	2	
64"x100" AREA RUG	1	
66"x102" AREA RUG	1	
72"x106" AREA RUG	1	
CHILDRENS LOUNGE CHAIR	2	
CHILDRENS STACKING WOOD CHAIR	17	
MAGAZINE RACK	1	
MINI FRIDGE	1	
TOY BIN W/ STORAGE DRAWER ON CASTERS	1	
TOY KITCHENETTE	1	
036 WR/LAUNDRY		
48"x22" CHANGE TABLE	1	ZONE D
036-A DAYCARE		
24" DIA. ROUND TOP CHILDRENS TABLE	1	ZONE D
25"W x 38"L CRIB ON CASTERS	8	
48"W x 20"D CREDENZA	1	
91" x 66" AREA RUG	1	
914 x 457 STORAGE CABINET	2	
HIGH CHAIR	2	
KIDS STACKING PLASTIC CHAIR W/ METAL LEGS	2	
ROCKING CHAIR	1	
036-B DAYCARE		
30"x46" CHILDRENS TABLE	1	ZONE D
32"W CHILDRENS SOFA	1	
44"x96" RAINBOW GYM MAT	1	
48"x96" RAINBOW GYM MAT	2	
96"x144" AREA RUG	1	
1219 x 457 STORAGE CABINET	1	
ANGLED BOOKSHELF	1	
CHANGE TABLE	1	
CHILDRENS LOUNGE CHAIR	1	
CHILDRENS PUZZLE TABLE	1	
CHILDRENS TABLE - 24x46	1	

CHILDRENS TOY STEP STOOL	1	
CORNER BOOKSHELF	1	
DAYCARE ROOM DIVIDER W/ GATE AND PLAYPEN	1	
HIGH CHAIR	1	
MAGAZINE RACK	1	
REFRIGERATOR, UNDERCOUNTER SMALL	1	
TOY KITCHENETTE	1	
037 SENSORY ROOM		
91"x66" AREA RUG	1	ZONE D
BALL PIT	1	
BEAN BAG CHAIR	1	
BUBBLE MACHINE	1	
COAT RACK	1	
OCTAGONAL PLAY MAT	1	
RECLINING LOUNGE CHAIR	1	
SMALL TOY STORAGE	1	
STORAGE BIN	1	
STORAGE SHELF	1	
039 CHILD DAYCARE		
24"W x 60"W KIDS TABLE	3	ZONE D
30"x46" CHILDRENS TABLE	1	
32"W CHILDRENS SOFA	1	
48"W x 12"D BOOKSHELF	1	
60 x 14 x 32 STORAGE SHELF	1	
60" x 72" AREA RUG	1	
60" x 80" AREA RUG	2	
65" DIA HEXAGONAL PLAY MAT	1	
88x144 AREA RUG	1	
660 DIA. ROUND TOP CHILDRENS TABLE	1	
800x 254x 500 STORAGE SHELF	1	
CHILDRENS STACKING WOOD CHAIR	15	
EGG CHAIR	1	
KIDS STACKING PLASTIC CHAIR W/ METAL LEGS	16	
MAGAZINE RACK	1	
043 C.R.I.C		
24"W x 60"W KIDS TABLE	3	ZONE D
24"x36" STORAGE CABINET	1	
24"x44" CHILDRENS TABLE	1	
32"W x 62"W KIDS TABLE ON CASTERS	2	

46"x14"x30" STORAGE SHELF	1	
48"W x 12"D BOOKSHELF	1	
48"x18"x34" STORAGE SHELF	1	
60" x 85" AREA RUG	1	
80" x 136" AREA RUG	1	
355 DIA. ROUND TOP CHILDRENS TABLE	1	
813x558 STORAGE CABINET	1	
864x558 STORAGE CABINET	1	
AREA RUG	2	
CHILDRENS STACKING WOOD CHAIR	6	
CHILDRENS TABLE - 22x30	1	
KIDS STACKING PLASTIC CHAIR W/ METAL LEGS	14	
KIDS TRAPEZOID TABLE	2	
LOUNGE CHAIR	1	
SENSORY BIN TABLE	1	
THREE SEATER SOFA	1	
052 SITTING AREA		
24" DIA. ROUND TOP CHILDRENS TABLE	1	ZONE C
40"x18" METAL STORAGE CABINET	2	
48"W Freestanding Mobile Whiteboard, Casters	1	
457 DIA. ROUND TOP CHILDRENS TABLE	1	
CHILDRENS STACKING WOOD CHAIR	1	
CORNER BENCH SEATING	1	
LOUNGE CHAIR WITH ARMS	2	
056 CORRIDOR		
16" x 48"STORAGE CABINET W/ DRAWERS	3	ZONE E
30" x 60" RECTANGULAR TABLE	1	
35" x 18" SHOE CUBBY W/ CUSHION SEAT	4	
46"x14" SHOE CUBBY W/ CUSHION SEAT	4	
48" x 18" x 72" 3 HIGH LOCKER UNIT	1	
48"x14" SHOE SHELF	2	
CHILDRENS COAT CUBBIES	3	
CUBBY WALL SHELVES W/ COAT HOOK	2	
KIDS STACKING PLASTIC CHAIR W/ METAL LEGS	4	
SMALL TOY STORAGE	1	
LEVEL 01		
FURNITURE DESCRIPTION	COUNT	MOVE PHASE
101 EXAM ROOM		
22" x 26" SQUARE SIDE TABLE	2	ZONE A

24" DIA. ROUND TOP CHILDRENS TABLE	1	
30" DIA. ROUND TOP COFFEE TABLE	1	
72"W TWO SEATER SOFA	1	
BANQUETTE SEATING WITHOUT ARMS	1	
LOUNGE CHAIR WITH ARMS	1	
102 EXAM ROOM		
18" x 24" LATERAL FILING CABINET, METAL, 2 HIGH	1	ZONE A
18"x18"x22" PEDESTAL ON CASTERS	2	
72"x72" L-SHAPED DESK	1	
914 x 457 x 1016 Lateral Filing Cabinet, Metal	1	
COMPUTER MONITOR	1	
POLYMER MEETING CHAIR ON CASTERS	1	
REFRIGERATOR, UNDERCOUNTER SMALL	1	
TWO SEATER SOFA	1	
103 OFFICE		
8" x 24" x 24" SHELF	1	ZONE A
18" x 24" LATERAL FILING CABINET, METAL, 2 HIGH	1	
60"x60" L-SHAPED DESK	1	
COMPUTER MONITOR	1	
LARGE LOUNGE CHAIR WITH ARMS	1	
PLASTIC STORAGE CABINET	1	
POLYMER MEETING CHAIR ON CASTERS	1	
PRINTER/COPIER	1	
104 OFFICE		
18" x 24" LATERAL FILING CABINET, METAL, 2 HIGH	1	ZONE A
60"x60" L-SHAPED DESK	1	
COMPUTER MONITOR	1	
PLASTIC STORAGE CABINET	1	
POLYMER MEETING CHAIR ON CASTERS	1	
105 OFFICE		
18" x 24" LATERAL FILING CABINET, METAL, 2 HIGH	1	ZONE A
60" x 24" DESK SYSTEM WITH OVERHEAD STORAGE	1	
355 DIA. ROUND TOP CHILDRENS TABLE	1	
COMPUTER MONITOR	1	
LOUNGE CHAIR WITH ARMS	1	
POLYMER MEETING CHAIR ON CASTERS	1	
106 EXAM ROOM		
18" x 18" LOCKER STORAGE 3 HIGH	1	ZONE A
18" x 24" LATERAL FILING CABINET, METAL, 2 HIGH	1	

20" x 10" TAPERED 4 TIER OPEN SHELVING	1	
28" DIA. ROUND TOP COFFEE TABLE	1	
36" x 10" BOOKSHELF	1	
60"x60" L-SHAPED DESK SYSTEM C/W OVERHEAD STORAGE	1	
COMPUTER MONITOR	2	
LOUNGE CHAIR WITH ARMS	1	
PRINTER/COPIER	1	
108 EXAM ROOM		
28" DIA. ROUND TOP COFFEE TABLE	1	ZONE A
30"W x 18"D x 56"H STORAGE CUBBY SHELVING	1	
88"W TWO SEATER SOFA	1	
FOAM PUZZLE PIECE MAT	1	
INDOOR TRAMPOLINE W/ GRAB BAR	1	
LOUNGE CHAIR WITH ARMS	1	
SMALL SIDE TABLE	1	
TOY SENSORY BIN	1	
TOY STORAGE SHELF	1	
109 EXAM ROOM		
42" DIA. ROUND TOP TABLE	1	ZONE A
48"W x 20"D CREDENZA	1	
TASK CHAIR	5	
110 WAITING ROOM		
LOUNGE CHAIR WITH ARMS	3	ZONE A
115 MEETING ROOM		
30" DIA. ROUND TOP COFFEE TABLE	1	ZONE A
40"x18" METAL STORAGE CABINET	2	
48"W Freestanding Mobile Whiteboard, Casters	2	
LOUNGE CHAIR WITH ARMS	4	
STACKING CHAIR ON CASTERS	18	
TABLE, CONFERENCE 3050 x 1220 x 765 HIGH (10-12 PEOPLE)	1	
117 MEETING ROOM		
48"x14" OPEN STORAGE SHELF	2	ZONE A
610 x 965 RECTANGULAR TABLE	1	
610 x 1524 RECTANGULAR TRAINING TABLE	6	
COFFEE TABLE	1	
FOAM PUZZLE PIECE MAT	1	
HIGH CHAIR	1	

HOUSE SHAPED PLAY MAT	1	
LOUNGE CHAIR WITH ARMS	2	
POLYMER MEETING CHAIR ON CASTERS	12	
SIDE TABLE	1	
THREE SEATER SOFA	1	
TWO SEATER SOFA	1	
120 GYMNASIUM		
36"x60" TABLE	1	ZONE B
16"x30" LATERAL FILING CABINET, METAL, 4 HIGH	1	
24"x48" RECTANGULAR TABLE	3	
32" x 24" METAL STORAGE BIN ON CASTERS	3	
40"x18" METAL STORAGE CABINET	9	
MOBILE TV ON CASTERS	1	
CHILDRENS CLIMBING STRUCTURE	1	
CHILDRENS SLIDE	1	
FOLDING CHAIRS ON MOBILE STORAGE RACK W CASTERS	1	
FOLDING CHAIRS	45	
PLASTIC FOLDING TABLE	25	
PLASTIC COOLERS	4	
FOOSBALL TABLE	1	
KIDS STACKING PLASTIC CHAIR W/ METAL LEGS	3	
MOBILE AIR CONDITIONING UNIT	3	
STORAGE BAGS	4	
MOBILE CART	1	
TABLE, CONFERENCE 3350 x 1220 x 765 HIGH (10-12 PEOPLE)	1	
CHILDRENS CLIMBING BLOCKS	10	
TOTE STORAGE BINS	25	
TASK CHAIR	4	
TOY KITCHENETTE	1	
FAN	3	
CHILDRENS BASKET BALL NET	1	
HOCKEY NET	2	
TOY STORAGE RACK ON CASTERS	1	
125 MENS CHANGE ROOM		
48"W Freestanding Mobile Whiteboard, Casters	1	ZONE B
CHILDRENS PLAY HOUSE	1	
KIDS STACKING PLASTIC CHAIR W/ METAL LEGS	2	

MOBILE AIR CONDITIONING UNIT	1	
MOBILE CART	1	
151 RECEPTION		
72"W TWO SEATER SOFA	1	ZONE C
LOUNGE CHAIR WITH ARMS	2	
LEVEL 02		
FURNITURE DESCRIPTION	COUNT	MOVE PHASE
207 STORAGE		
1 SECTION SINGLE LOADED SHELVING SYSTEM	1	ZONE B
2 SECTION SINGLE LOADED SHELVING SYSTEM	1	
3 DRAWER FILING CABINET	4	
3 SECTION DOUBLE LOADED SHELVING SYSTEM	3	
4 SECTION DOUBLE LOADED SHELVING SYSTEM	3	
4 SECTION SINGLE LOADED SHELVING SYSTEM	2	
40"x18" METAL STORAGE CABINET	3	
209 DAYCARE		
30"x30" CHILDRENS TABLE	1	ZONE I
30"x46" CHILDRENS TABLE	4	
32"W CHILDRENS SOFA	2	
48"x14" OPEN STORAGE SHELF	1	
48"x 10" OPEN STORAGE SHELF	1	
64"x100" AREA RUG	1	
72"x72" AREA RUG	1	
CHILDRENS BENCH	2	
CHILDRENS STACKING WOOD CHAIR	16	
CHILDRENS STEP STOOL	1	
CORNER BOOKSHELF	1	
KIDS STACKING PLASTIC CHAIR W/ METAL LEGS	2	
OCTAGONAL TABLE	1	
OPEN STORAGE SHELF	1	
TOY GROCERY STAND	1	
WOODEN ARCHED CLIMBING LADDER	1	
210 OFFICE		
18"x36" LATERAL FILING CABINET, METAL, 2 HIGH	1	ZONE D
48" x 20" Rectangular Desk	2	
TASK CHAIR	2	
TWO SEATER SOFA	1	
211 DAYCARE		
24"x36" STORAGE CABINET	1	ZONE I

30"x46" CHILDRENS TABLE	1	
48"W x 12"D BOOKSHELF	2	
48"x14" OPEN STORAGE SHELF	1	
96"x144" AREA RUG	1	
660 DIA. ROUND TOP CHILDRENS TABLE	1	
1219 DIA. ROUND TOP CHILDRENS TABLE	1	
1219 x 457 STORAGE CABINET	1	
ART RACK STORAGE	1	
CHILDRENS STACKING WOOD CHAIR	20	
CHILDRENS STORAGE CABINET	2	
CHILDRENS WOODEN STOOL	1	
HALF MOON KIDS TABLE	1	
OCTAGONAL TABLE	1	
TOY KITCHENETTE	1	
212 OFFICE		
36"x65" L-SHAPED DESK	1	ZONE D
18"x18"x22" PEDESTAL ON CASTERS	1	
36"x18" LATERAL FILING CABINET, METAL, 4 HIGH	1	
36"x18"x82" STORAGE UNIT	2	
LOUNGE CHAIR WITH ARMS, FABRIC	1	
PRINTER	1	
TASK CHAIR	1	
216 PRESCHOOL		
16" x 36" STORAGE CABINET W/ DRAWERS	2	ZONE D
24"x36" CHILDRENS TABLE	1	
30"x46" CHILDRENS TABLE	1	
36" DIA. ROUND TOP CHILDRENS TABLE	1	
36"x14" OPEN STORAGE SHELF	1	
36"x48" AREA RUG	1	
46"x14"x30" STORAGE SHELF	1	
66"x102" AREA RUG	1	
CHILDRENS LOUNGE CHAIR	2	
CHILDRENS SOFA	1	
CHILDRENS STACKING WOOD CHAIR	6	
CHILDRENS WOODEN CHAIR	11	
EGG CHAIR	2	
MAGAZINE RACK	1	
TOY KITCHENETTE	1	
TOY STORAGE SHELF	1	

219 WAITING ROOM		
24"x36" STORAGE CABINET	5	ZONE G
60" x 48" AREA RUG	1	
LOUNGE CHAIR WITH ARMS	1	
220 BOARDROOM/KITCHEN		
30"x14" BOOKSHELF	1	ZONE G
36"x18" STORAGE CABINET	1	
42" DIA. ROUND TOP TABLE	3	
72"W TWO SEATER SOFA	1	
CHAIR, SLED BASE	10	
221 STORAGE		
48"W Freestanding Mobile Whiteboard, Casters	1	ZONE G
355 DIA. ROUND TOP CHILDRENS TABLE	2	
1930MM THREE SEATER SOFA	1	
L-SHAPED DESK W/ DRAWERS	1	
LOUNGE CHAIR WITH ARMS	2	
PRINTER/COPIER	1	
SEMI-CIRCULAR MEETING TABLE	2	
TASK CHAIR	5	
TASK CHAIR	1	
222 WORKSTATIONS/CUBICLES		
16"x30" LATERAL FILING CABINET, METAL, 4 HIGH	1	ZONE G
18" x 12" FOLDING TABLE	3	
18"x30" LATERAL FILING CABINET, METAL, 2 HIGH	2	
24"x48" RECTANGULAR TABLE	1	
36" x 10" BOOKSHELF	1	
36"x14"x40" BOOKSHELF	1	
36"x14"x72" BOOKSHELF	3	
36"x18" LATERAL FILING CABINET, METAL, 4 HIGH	1	
36"x18"x72" METAL STORAGE CABINET	2	
36"x24" DASCO CABINET	1	
40"x18" METAL STORAGE CABINET	1	
54"x110" L-SHAPED FURNITURE SYSTEM C/W OVERHEAD STORAGE AND LOWER DRAWERS	1	
54" x 24" Rectangular Desk	1	
74"x96" L-SHAPED FURNITURE SYSTEM C/W OVERHEAD STORAGE AND LOWER DRAWER	4	
74"x110" L-SHAPED FURNITURE SYSTEM C/W OVERHEAD STORAGE AND LOWER DRAWER	1	

110" RECTANGULAR FURNITURE SYSTEM C/W OVERHEAD STORAGE AND LOWER DRAWERS	2	
CHAIR, SLED BASE	3	
COAT RACK	2	
COMPUTER MONITOR	1	
FURNITURE SYSTEM PANEL	3	
FURNITURE SYSTEM STORAGE, 3 DRAWER	3	
LOUNGE CHAIR WITH ARMS	4	
PRINTER/COPIER	1	
TASK CHAIR	8	
223 OFFICE		
3 DRAWER FURNITURE SYSTEM STORAGE	1	ZONE G
18"x30" LATERAL FILING CABINET, METAL, 2 HIGH	1	
20"x15"x60" SAFE	1	
36"x18" LATERAL FILING CABINET, METAL, 4 HIGH	1	
60"x60" L-SHAPED DESK	1	
TASK CHAIR	1	
224 OFFICE		
22"x36" DRAWER CREDENZA	1	ZONE G
36"x14"x72" BOOKSHELF	1	
42"x72" L-SHAPED DESK C/W OVERHEAD STORAGE	1	
COAT RACK	1	
TASK CHAIR	2	
225 OFFICE		
24"x36" STORAGE CABINET	1	ZONE G
CHAIR, SLED BASE	1	
COMPUTER MONITOR	1	
L-SHAPED DESK W/ OVERHEAD STORAGE AND DRAWERS	1	
LOUNGE CHAIR WITH ARMS	1	
PRINTER/COPIER	1	
TASK CHAIR	1	
226 OFFICE		
24"x36" STORAGE CABINET	1	ZONE G
36" DIA. ROUND TOP TABLE, PEDESTAL BASE	1	
COMPUTER MONITOR	2	
L-SHAPED DESK W/ DRAWERS	1	
LOUNGE CHAIR WITH ARMS	2	
TASK CHAIR	1	
TASK CHAIR	1	

227 OFFICE		
18"x24" BOOKSHELF	1	ZONE G
18"x36" LATERAL FILING CABINET, METAL, 2 HIGH	1	
24" DIA. ROUND TOP CHILDRENS TABLE	1	
COMPUTER MONITOR	1	
LOUNGE CHAIR WITH ARMS	2	
TASK CHAIR	1	
TASK CHAIR	1	
U-SHAPED DESK SYSTEM C/W OVERHEAD STORAGE AND LOWER DRAWERS	1	
228 STORAGE		
PAPER SHREDDER	1	ZONE G
PRINTER	1	
229 OFFICE		
18"x24" LATERAL FILING CABINET, METAL, 2 HIGH	1	ZONE G
30"x14"x24" BOOKSHELF	1	
32"x12" BOOKSHELF	1	
36"x18" LATERAL FILING CABINET, METAL, 5 HIGH	1	
COMPUTER MONITOR	1	
LOUNGE CHAIR	2	
TASK CHAIR	1	
U-SHAPED DESK SYSTEM W/ OVERHEAD STORAGE AND LOWER DRAWERS	1	
230 OFFICE		
18"x30" LATERAL FILING CABINET, METAL, 2 HIGH	2	ZONE G
30"x14" BOOKSHELF	1	
36"x18" LATERAL FILING CABINET, METAL, 4 HIGH	1	
36"x24" DASCO CABINET	4	
70"x90" L-SHAPED DESK C/W OVERHEAD STORAGE AND DRAWERS	1	
915 DIA. ROUND TOP TABLE, CENTER METAL BASE.	1	
COAT RACK	1	
COMPUTER MONITOR	1	
LOUNGE CHAIR WITH ARMS	2	
TASK CHAIR	1	
231 OFFICE		
3 DRAWER FURNITURE SYSTEM STORAGE	1	ZONE G
36"x18" LATERAL FILING CABINET, LAMINATE, 4 HIGH	1	
36"x18" LATERAL FILING CABINET, METAL, 4 HIGH	1	

42" DIA. ROUND TOP TABLE	1	
74"x74" L-SHAPED DESK W/ DRAWERS	1	
COMPUTER MONITOR	1	
CREDENZA W/ UPPER STORAGE	1	
LOUNGE CHAIR WITH ARMS	4	
TASK CHAIR	1	
253 CORRIDOR		
16" x 48"STORAGE CABINET W/ DRAWERS	1	ZONE E
22"x16" STORAGE CABINET	1	
48" x 18" x 72" 3 HIGH LOCKER UNIT	1	
48"x14" SHOE SHELF	2	
CHILDRENS COAT CUBBIES	5	
CHILDRENS STACKING WOOD CHAIR	1	
FOLDING WOODEN BENCH	2	
KIDS STACKING PLASTIC CHAIR W/ METAL LEGS	1	
WALL-MOUNTED COAT HOOKS	3	
WOOD CUBBIES, 5 WIDE	2	

END OF SECTION