



NC DEPARTMENT OF  
**HEALTH AND  
HUMAN SERVICES**

ROY COOPER • Governor

MANDY COHEN, MD, MPH • Secretary

BETH LOVETTE, MPH, BSN, RN • Acting Director

Division of Public Health

July 19, 2019

MEMORANDUM

**TO:** Candice Davis, WIC Director  
Guilford County Health Department

**FROM:** Kim Lovenduski, Deputy Director  
Nutrition Services Branch

**SUBJECT:** Equipment Approval

Thank you for submitting your FY2019 Special Funding Opportunity application. We are pleased to provide you with approval to purchase the following items:

| ITEM                                | Quantity | Total Cost |
|-------------------------------------|----------|------------|
| 6 Shelf Bookcase                    | 5        | \$1,813.50 |
| Wall Mount Storage 42X15X15         | 8        | \$3,513.12 |
| File Pedestal                       | 10       | \$2,730.00 |
| Pedestal Back Panel                 | 10       | \$507.00   |
| 84X24 Worksurface                   | 4        | \$726.96   |
| 18X30 Worksurface                   | 4        | \$383.16   |
| 3 Drawer Lateral File               | 6        | \$2,310.00 |
| Electric Height Adjustable Base     | 5        | \$2,240.00 |
| 60X30 Worksurface                   | 5        | \$843.20   |
| 12X12 Storage Cube                  | 10       | \$1,146.60 |
| 24X24 O Leg Support for Worksurface | 5        | \$614.25   |
| Tackboard for 42W                   | 8        | \$770.64   |
| 52" External Stiffener              | 4        | \$141.96   |
| Wall Mount Storage 48X15X15         | 2        | \$1,033.50 |
| 96X24 Worksurface                   | 1        | \$196.17   |
| Tackboard for 48W                   | 2        | \$206.70   |
| 54" External Stiffener              | 1        | \$38.61    |
| 18X60 Worksurface                   | 1        | \$130.20   |
| Set of 4 Casters for Table Base     | 1        | \$33.50    |
| Quick Crank Table Base 60X72        | 1        | \$439.00   |
| 24X42 Worksurface                   | 1        | \$117.80   |

NC DEPARTMENT OF HEALTH AND HUMAN SERVICES • DIVISION OF PUBLIC HEALTH • NUTRITION SERVICES BRANCH

LOCATION: 5601 Six Forks Road, Building 2, Raleigh, NC 27609  
MAILING ADDRESS: 1914 Mail Service Center, Raleigh, NC 27699-1914  
www.ncdhhs.gov • TEL: 919-707-5800 • FAX: 919-870-4818

AN EQUAL OPPORTUNITY / AFFIRMATIVE ACTION EMPLOYER

|                                     |    |            |
|-------------------------------------|----|------------|
| Mid Back Mesh Back Stool            | 1  | \$268.32   |
| Seated Height Tegn                  | 5  | \$1,370.85 |
| Table Top 24X72                     | 1  | \$157.56   |
| Table Top 30X60                     | 5  | \$787.80   |
| Credenza                            | 2  | \$1,896.96 |
| 24X41 O Leg Support for Worksurface | 1  | \$164.58   |
| Support Pedestal                    | 1  | \$566.28   |
| Mobile Pedestal                     | 12 | \$2,269.20 |
| Mobile Pedestal                     | 12 | \$2,246.88 |
| Cantilever                          | 12 | \$312.48   |
| L Connector 65H                     | 1  | \$48.05    |
| L Connector 80H                     | 7  | \$368.90   |
| T Connector 80H                     | 18 | \$948.60   |
| X Connector 80H                     | 6  | \$316.20   |
| Power Pole w/o Receptacles          | 3  | \$253.89   |
| Variable Height Connector Kit 15H   | 13 | \$221.65   |
| Variable Height Connector Kit 30H   | 1  | \$23.56    |
| Panel Finished End Covers 42.5H     | 2  | \$32.24    |
| Panel Finished End Covers 80H       | 1  | \$21.70    |
| Swinging Panel Door                 | 12 | \$7,030.80 |
| Glass Stacker 15X24                 | 18 | \$2,477.52 |
| Glass Stacker 15X30                 | 36 | \$5,557.68 |
| Glass Stacker 15X36                 | 2  | \$319.30   |
| Glass Stacker 15X42                 | 12 | \$2,105.52 |
| Glass Stacker 15X48                 | 1  | \$188.17   |
| Panel Top Cap 24"                   | 30 | \$334.80   |
| Panel Top Cap 30"                   | 46 | \$627.44   |
| Panel Top Cap 36"                   | 2  | \$34.72    |
| Panel Top Cap 42"                   | 24 | \$438.96   |
| Panel Top Cap 48"                   | 1  | \$20.46    |
| Panel 42.5X24                       | 1  | \$93.93    |
| Panel 65X24                         | 29 | \$3,290.34 |
| Panel 65X30                         | 46 | \$5,504.36 |
| Panel 65X36                         | 2  | \$256.68   |
| Panel 65X42                         | 12 | \$1,677.72 |
| Panel 65X48                         | 1  | \$145.70   |
| Variable Height Finishing Kit       | 1  | \$17.05    |
| Wall Starter Kit for Panels 80H     | 1  | \$36.58    |
| Electrical Pass Thru Cable          | 12 | \$476.16   |
| Electrical Power Harness            | 36 | \$2,276.64 |
| Duplex Receptacle Circuit           | 32 | \$426.56   |
| Ceiling In-Feed Cable               | 3  | \$218.55   |
| O Leg to Panel Bracket              | 1  | \$30.38    |
| Door Handle                         | 12 | \$435.24   |



|                                     |    |             |
|-------------------------------------|----|-------------|
| 29 1/2X24 Open Leg                  | 12 | \$770.04    |
| Metal Flipper Door 24"              | 16 | \$2,688.32  |
| Metal Flipper Door 30"              | 12 | \$2,053.44  |
| Straight Connector Kit              | 54 | \$318.06    |
| 24X48 Worksurface                   | 1  | \$125.24    |
| 24X54 Worksurface                   | 12 | \$1,595.88  |
| 24X60 Worksurface                   | 12 | \$1,774.44  |
| Worksurface Bracket Kit             | 13 | \$185.38    |
| 12X12 Storage Cube                  | 12 | \$1,375.92  |
| 24X41 O Leg Support for Worksurface | 1  | \$162.24    |
| Wire Shelving Starter Unit 36X24    | 1  | \$166.00    |
| Wire Add on 36X24                   | 1  | \$483.00    |
| Wire Shelving Starter Unit 24X48    | 2  | \$349.00    |
| Furniture Installation              | 1  | \$11,700.97 |
| Total                               |    | \$89,980.76 |

**plus shipping and handling and tax**

Please note:

1. If the purchase price exceeds the amount approved, you must request approval of the excess before incurring the cost, and use agency funds to cover the additional costs.
2. Submit a copy of the invoice for equipment to the NC Department of Health and Human Services, Nutrition Services Branch, Attention: Karen Mason, 5601 Six Forks Road, 1914 Mail Service Center, Raleigh, NC 27699-1914, at the time you report the expenditure. The invoice should indicate the actual cost of each item including discount and sales tax and any serial or identification number.
3. If you no longer wish to purchase the equipment listed above please submit notification to the NC Department of Health and Human Services, Nutrition Services Branch, Attention: Karen Mason, 5601 Six Forks Road, 1914 Mail Service Center, Raleigh, NC 27699-1914.