

To: Harris County Commissioners Court

Through: Edward Melton, Executive Director, Harris County Public Library

Prepared By: Megan LeMaster, Executive Assistant, Director's Office

Subject: Request for funding to cover damage from Winter Storm Uri

Project ID (If applicable): N/A

Purpose and Request: Request for approval of funding in the amount of \$459,055 for replacement of equipment and materials lost during winter storm Uri.

Background and Discussion: During Winter Storm Uri, the Galena Park Branch Library suffered a burst pipe in the ceiling. The resulting water damage destroyed most of the books, materials, and equipment that were in the branch. Harris County Public Library is working with Risk Management to file an insurance claim for these losses. Any insurance money received will stay with the County.

Fiscal Impact:

[INSTRUCTIONS: A short description of the cost of the request and where you are requesting funding from. No more than 2 sentences. In addition please fill out the table below. This includes financial impact to the current fiscal year and subsequent fiscal years along with the source of funding (general fund, grant, etc.). If the amount is within the current budget, please indicate the amount from 'Existing Department Budget'. If all of or part of the request is a new expense, please indicate funding source in the space provided.]

Fiscal Summary			
Expenditures	FY 20-21	FY 21-22 Projected	Future Years Projected [3 additional years]
Service Impacted: <i>[Please provide service or division where expenditure will be used]*</i>		IT, Collections and Technical Services, Branch Admin. Services	
Existing Budget			
Additional Appropriation Requested		\$459,055	
Total Expenditures			
Funding Sources			
Existing Department Budget		\$37,513,372	
Please Identify Funding Source (General Fund, PIC, Special Revenue, Grant, Etc.)			
[INSERT FUNDING SOURCE HERE]*		PIC	
Total Sources			

Alternatives: N/A

[INSTRUCTIONS: In this section you should briefly discuss any viable alternatives, including the benefits and consequences of each. Include subtitles on the first line of each alternative to identify it. If appropriate, the financial impact of each alternative can be discussed. If taking no action is a viable alternative it should also be discussed, including any financial or other impacts that would result.]

Alignment with Strategic Objective: N/A

Attachments: Estimates of collection, IT, and furniture/equipment losses

[INSTRUCTIONS: Please include a list of backup for this item with a short description of each if more than one.]

GALENA PARK INVENTORY LOSS (DETAILED)

Location	Item	Description	Quantity	Company	Link	Price	Totals	Condition	Notes
SHELVING	Replace Library Book Shelving		1	Demco		\$125,000.00	\$125,000.00		
ADULT COMPUTER AREA	Desk Chair	BLACK SLAT BACK METAL RESTAURANT CHAIR WITH NATURAL WOOD BACK & SEAT	21			\$57.19	\$1,200.99		
ADULT COMPUTER AREA	Computer Table		11			\$439.99	\$4,839.89		
ADULT COMPUTER AREA	Rolling Table (single)		1			\$249.99	\$249.99		
ADULT COMPUTER AREA	Rolling Table (double)		2			\$219.88	\$439.76		
CIRCULATION DESK	Mobile Plastic Storage Drawer Cart, 4 Drawer		1	Amazon	https://www.amazon.com/Plastic-Drawer-Medium-Black-Cabal-Stool-Counter-Height-Office-Chair	\$50.00	\$50.00	Fair	
CIRCULATION DESK	Office Stool	Black Cabal Stool Counter Height Office Chair	1	Demco	https://www.demco.com/safe-a-reg-vue-trade-extended	\$289.99	\$289.99	Good	
CIRCULATION DESK	Circulation Desk		1	Demco		\$25,000.00	\$25,000.00	Fair	
CIRCULATION DESK	Filing Cabinet	Filing Cabinet with lock	1	Demco	https://www.demco.com/hirsh-3-drawer-mobile-file-cabinet-box	\$204.00	\$204.00	Fair	
CIRCULATION DESK	Bookcase	HON Brigade 5-Shelf 71"H BoFAIRcase, Light Gray Steel	1	Staples		\$269.99	\$269.99	Fair	
CIRCULATION DESK	Steel Shelving	Iron Single-faced Steel Shelving, 36"x88"	3	Uline	https://www.uline.com/Product/Detail/H-4351/Industrial-https://www.globalindustrial.com/n/office	\$268.00	\$804.00	Fair	
CIRCULATION DESK	Laptop Cabinet	Laptop Cabinet, Black	1	Global Industrial		\$323.00	\$323.00	Poor	
COMPUTER LAB	Computer Table	1 SQUARE WOOD PUBLIC COMPUTER TABLE	1			\$439.99	\$439.99	Fair	
COMPUTER LAB	Desk Chair	BLACK SLAT BACK METAL RESTAURANT CHAIR WITH DUAL COMPUTER STATION TABLES	13	Staples	https://www.staples.com/Black-Furniture-Hercules-Series-https://www.demco.com/smi-th-system-trade-access-work	\$57.19	\$743.47	Fair	
COMPUTER LAB	Computer Stations	BROWN / BLACK Foldable MEETING ROOM Tables, 72" x 36"	6	Demco	https://www.demco.com/smi-th-system-trade-access-work	\$549.99	\$3,299.94		
COMPUTER LAB	Meeting Room Tables		1	Uline	https://www.uline.com/Product/Detail/H-2750FJH	\$99.00	\$99.00	Poor	
COMPUTER LAB	Wooden Chairs	MAROON WOODEN CHAIRS	4	Demco		\$206.99	\$827.96	Fair	
COMPUTER LAB	Outreach Cart	Demco® LibraryQuiet™ Atlas Booktruck, 4 Sloped And 1 Flat	1	Demco	https://www.demco.com/demco-reg-	\$519.99	\$519.99		
COMPUTER LAB CLOSET	Shelving Unit (Large)	5 SHELF METAL SHELVING UNIT LARGE - Riveted Steel Shelving -	3	Lorell		\$369.00	\$1,107.00		
COMPUTER LAB CLOSET	Shelving Unit (Small)	5 SHELF METAL SHELVING UNIT SMALL - Riveted Steel Shelving -	2	Lorell		\$312.00	\$624.00		
COMPUTER LAB CLOSET	Bean Bag	BROWN SALES CORP.	7	Demco	https://www.demco.com/brown-sales-colorful-nyer-stuffed	\$84.99	\$594.93		
COMPUTER LAB CLOSET	Holding Cart	Demco® LibraryQuiet™ Double-Sided End-Of-Range Booktruck, 6	1	Demco	https://www.demco.com/demco-reg-https://www.demco.com/demco-reg-	\$334.99	\$334.99		
COMPUTER LAB CLOSET	Shelving Cart	Demco® LibraryQuiet™ Atlas Booktruck, 6 Sloped Shelves	1	Demco		\$534.99	\$534.99		
COMPUTER LAB CLOSET	GUITAR HERO GUITARS		2	Walmart		\$54.99	\$109.98		
COMPUTER LAB CLOSET	Cart	Library Quiet - 3 SHELF FLAT Rolling Cart	4	Demco	https://www.demco.com/demco-reg-https://www.staples.com/Eps-on-ES1000-Ultra-Portable-https://www.staples.com/Eps-on-Duet-Ultra-Portable-Tripod	\$484.99	\$1,939.96		
COMPUTER LAB CLOSET	Projector	PORTABLE PROJECTING SCREEN	1	Staples		\$99.99	\$99.99		
COMPUTER LAB CLOSET	Projector	PORTABLE PROJECTING SCREEN TRIPOD	1	Staples		\$149.99	\$149.99		
COMPUTER LAB CLOSET	Rack	POSTER BOARD WIRE RACK	1	Ace Depot	http://www.acedepot.com/ha-zic-22-x-30-10-slots-foam	\$150.00	\$150.00		
COMPUTER LAB CLOSET	PS3	PS3	1	GameStop		\$229.99	\$229.99		

GALENA PARK INVENTORY LOSS (DETAILED)

Location	Item	Description	Quantity	Company	Link	Price	Totals	Condition	Notes
COMPUTER LAB CLOSET	PS3 ACTIVE2	PS3 ACTIVE2	1	Walmart	https://www.walmart.com/ip/EA-Sports-Active-2-	\$126.36	\$126.36		
COMPUTER LAB CLOSET	CONTROLLER	PS3 CONTROLLER 1	1	GameStop		\$29.99	\$29.99		
COMPUTER LAB CLOSET	CONTROLLER	PS3 CONTROLLER 2	1	GameStop		\$29.99	\$29.99		
COMPUTER LAB CLOSET	PS3 EYE CAMERA	PS3 EYE CAMERA	1	Amazon		\$50.00	\$50.00		
COMPUTER LAB CLOSET	PS3 MOVE MOTION CONTRILLER	PS3 MOVE MOTION CONTRILLER	1	GameStop	https://www.gamestop.com/video-games/playstation-	\$99.99	\$99.99		
COMPUTER LAB CLOSET	PS4	PS4	1	Walmart	https://www.walmart.com/ip/PlayStation-4-Console-1TB-	\$379.99	\$379.99		
COMPUTER LAB CLOSET	SHOPPING CART BASKET HOLDER	SHOPPING CART BASKET HOLDER	1	Uline	https://www.uline.com/Product/Detail/H-7875B11/Shopping-	\$89.00	\$89.00		
COMPUTER LAB CLOSET	Wii	Wii	1	walmart		\$249.99	\$249.99		
LIBRARIAN'S OFFICE	Office Desk	Indiana Desk - Wooden Office Desk - 2 drawers, 2 file drawers	1			\$750.00	\$750.00	Poor	
LIBRARIAN'S OFFICE	Plastic and Metal Chair	National Public Seating Corporation - Plastic and Metal Chair - Magenta Oak Natural Finish 1 Unit Cloth Mauve	1	School Outfitters	https://www.schooloutfitters.com/catalog/product_info.php	\$54.99	\$54.99	Fair	
LIBRARIAN'S OFFICE	Arm Chair	Arm Chair	2	Demco	https://www.demco.com/community-corbis-lounge-chair	\$1,539.99	\$3,079.98	Fair	
LIBRARIAN'S OFFICE	Office Chair	Office Desk Chair with cushioned seat	1			\$132.62	\$132.62	Fair	
LIBRARIAN'S OFFICE	File Cabinet	Staples - Metal File Cabinet - 2 drawer - with lock - Putty Color	1	Staples	https://www.staples.com/staples-2-drawer-vertical-file-	\$109.99	\$109.99	Fair	
LIBRARIAN'S OFFICE	Paper Rack	Stationary Vertical Paper Rack 4 Rolls 49-3/4"x40-1/2"x24"	1	Demco	https://www.demco.com/stationary-horizontal-paper-rack	\$299.99	\$299.99	Good	
LIBRARY COLLECTION AREA	Building Bricks	Best-Buy Jumbo Building Bricks - Master Set	1	Lakeshore	https://www.lakeshorelearning.com/products/blocks-	\$69.99	\$69.99		
LIBRARY COLLECTION AREA	Easel	Big Bot-AIR Easel, Write-and-Wipe, 30"H x 24 1/2"W x 15"D	1	Staples	https://www.staples.com/Quartet-Flex-Style-Magnetic-Dry-Eraser-Base-Cork-Bulletin-	\$38.49	\$38.49		
LIBRARY COLLECTION AREA	Bulletin Board	Bulletin Board, 4'x3'	2	Staples	https://www.staples.com/Quartet-Basic-Cork-Bulletin-	\$48.49	\$96.98		
LIBRARY COLLECTION AREA	Children's Chair	Children's Cube Chair Set 1 Ea Blue, Green, Red, Yellow	1	School Outfitters	https://www.schooloutfitters.com/catalog/product_info.php	\$197.99	\$197.99		
LIBRARY COLLECTION AREA	Children's Playring	Children's Factory Playring, 2 Half Sections, 36 Inches	1	School Outfitters	https://www.schooloutfitters.com/catalog/product_info.php	\$254.99	\$254.99		
LIBRARY COLLECTION AREA	Storage Box	Clear-View Storage Boxes	3	Lakeshore	https://www.lakeshorelearning.com/products/teaching-	\$7.99	\$23.97		
LIBRARY COLLECTION AREA	Wedge Seats	Comfy Wedge Seats	1	Lakeshore	https://www.lakeshorelearning.com/products/ca/p/EE430/	\$499.00	\$499.00		
LIBRARY COLLECTION AREA	Storage	Corner Storage Center	1	Lakeshore	https://www.lakeshorelearning.com/products/infants-	\$199.00	\$199.00		
LIBRARY COLLECTION AREA	Building Blocks	Crystal Building Blocks	1	Lakeshore	https://www.lakeshorelearning.com/products/blocks-	\$49.99	\$49.99		
LIBRARY COLLECTION AREA	Plastic Basket	Dishwasher Safe Plastic Basket	1	Lakeshore	https://www.lakeshorelearning.com/products/teaching-	\$19.99	\$19.99		
LIBRARY COLLECTION AREA	Storage Center	First Steps Play-Top Storage Center	1	Lakeshore	https://www.lakeshorelearning.com/products/infants-	\$449.00	\$449.00		
LIBRARY COLLECTION AREA	Storage Center	First Steps See-Through Curved Storage Center	1	Lakeshore	https://www.lakeshorelearning.com/products/infants-	\$399.00	\$399.00		
LIBRARY COLLECTION AREA	Activity Carpets	Getting Ready to Read Activity Carpets	1	Lakeshore	https://www.lakeshorelearning.com/products/classroom-	\$499.00	\$499.00		
LIBRARY COLLECTION AREA	Computer Desk	Jonti Craft Single Computer Desk, Oak, Blue	1	School Outfitters		\$231.99	\$231.99		
LIBRARY COLLECTION AREA	Cardboard Blocks	Jumbo Cardboard Blocks	1	Lakeshore	https://www.lakeshorelearning.com/products/ca/p/CB214/	\$39.99	\$39.99		
LIBRARY COLLECTION AREA	Kids table	Kids Colors™ Adjustable Rectangular Table, Blue, 36"x30"	1	Lakeshore	https://www.lakeshorelearning.com/products/classroom-	\$229.00	\$229.00		

GALENA PARK INVENTORY LOSS (DETAILED)

Location	Item	Description	Quantity	Company	Link	Price	Totals	Condition	Notes
LIBRARY COLLECTION AREA	Kids Chairs	Kids Colors™ Stacking Chairs, Blue	4	Lakeshore	https://www.lakeshorelearning.com/products/classroom-	\$82.99	\$331.96		
LIBRARY COLLECTION AREA	Carpet	LenguaLink Carpet 10' 9" W x 13' 2" D	1	School Outfitters	https://www.schooloutfitters.com/catalog/product_info.php	\$736.99	\$736.99		
LIBRARY COLLECTION AREA	Range	LibraryQuiet Single-side Bktrk End-Range 44-1/2x18"x17" Beige	4	Demco	https://www.demco.com/demco-reg-libraryquiet-trade-	\$334.99	\$1,339.96		
LIBRARY COLLECTION AREA	Classroom Carpet	Navy Blue Comty Classroom Carpet 6' x 9'	1	Lakeshore	https://www.lakeshorelearning.com/products/classroom-	\$229.00	\$229.00		
LIBRARY COLLECTION AREA	Round Table	Round gray table, 36"	1	Demco	https://www.demco.com/smi-the-system-trade-interchange-	\$499.99	\$499.99		
LIBRARY COLLECTION AREA	Oak Tables	Round Oak Tables, 47"	2	Lakeshore	https://www.lakeshorelearning.com/products/classroom-	\$299.00	\$598.00		
LIBRARY COLLECTION AREA	Big Bin	Soft & Safe Big Bin	1	Lakeshore	https://www.lakeshorelearning.com/products/infants-	\$179.00	\$179.00		
LIBRARY COLLECTION AREA	Community Helpers	Soft & Safe Community Helpers	1	Lakeshore	https://www.lakeshorelearning.com/products/social-	\$36.99	\$36.99		
LIBRARY COLLECTION AREA	Flexi Blocks	Soft & Safe Flexi Blocks	1	Lakeshore	https://www.lakeshorelearning.com/products/infants-	\$29.99	\$29.99		
LIBRARY COLLECTION AREA	Mirror Blocks	Soft & Safe Mirror Blocks	1	Lakeshore	https://www.lakeshorelearning.com/products/blocks-	\$49.99	\$49.99		
LIBRARY COLLECTION AREA	Kitchen Table	Square Kitchen Table - Wood Top with Black Metal Base	1	Lakeshore	https://www.lakeshorelearning.com/products/classroom-	\$499.99	\$499.99		
LIBRARY COLLECTION AREA	Square Table	Square Table 24" x 24" x 17"	1	Lakeshore		\$425.00	\$425.00		
LIBRARY COLLECTION AREA	Building Center	Stand-Up Brick Building Center	1	Lakeshore	https://www.lakeshorelearning.com/products/blocks-	\$249.00	\$249.00		
LIBRARY COLLECTION AREA	Dry Erase Easel	Staples - Dry Erase Easel, 74.5" Black Steel	3	Staples	https://www.staples.com/Staples-Silver-Easy-Clean-Dry-	\$204.99	\$614.97		
LIBRARY COLLECTION AREA	Play Kitchen	Step 2 Play Kitchen	1	Walmart		\$99.00	\$99.00		
LIBRARY COLLECTION AREA	Bristle Builders	Toddler Bristle Builders	1	Lakeshore	https://www.lakeshorelearning.com/products/ca/p/LA591/	\$29.99	\$29.99		
LIBRARY COLLECTION AREA	Unit Blocks	Toddler Hardwood Unit Blocks	1	Lakeshore	https://www.lakeshorelearning.com/products/infants-	\$149.00	\$149.00		
LIBRARY COLLECTION AREA	Tower Fan	Tower Fan, Black	1	Amazon	https://www.amazon.com/to-wers-	\$47.37	\$47.37		
LIBRARY COLLECTION AREA	Cars and Trucks	Tub of Cars and Trucks	1	Lakeshore	https://www.lakeshorelearning.com/products/dramatic-	\$59.99	\$59.99		
LIBRARY COLLECTION AREA	Chair	Upholstered Wood Chair, Pink	2	Demco		\$249.00	\$498.00		
LIBRARY COLLECTION AREA	Dehumidifier	White Frigidaire Dehumidifier	1	Amazon	https://www.amazon.com/FRIGIDAIRE-Pint-Dehumidifier-	\$299.00	\$299.00		
LIBRARY COLLECTION AREA	Chair	Wood Metal Chair, Oak/Black	16	Staples		\$57.19	\$915.04		
LIBRARY COLLECTION AREA	Rocker	Wooden Boat Rocker	1	Lakeshore	https://www.lakeshorelearning.com/products/active-	\$229.00	\$229.00		
LIBRARY COLLECTION AREA	Chair	Wooden Chair, Green	4	Demco	https://www.demco.com/ssi-trade-americana-painted-	\$249.99	\$999.96		
LIBRARY COLLECTION AREA	Rocking Chair	Wooden Rocking Chair	1	Amazon	https://www.amazon.com/Outsunny-Porch-Rocking-Chair-	\$129.99	\$129.99		
LOBBY	Bulletin Board	Best-Rite Valu-Tak Cork Bulletin Board, Black Frame, 4'H x 10'W	1	Staples	https://www.staples.com/Best-Rite-6-x-4-Cork-Bulletin-	\$395.60	\$395.60		
LOBBY	Bulletin Board	6' x 4' Bulletin Board, Dark Grey	1	Staples		\$127.99	\$127.99		
LOBBY	Cart	BoFAIRdrop Room Cart	1				\$0.00		
LOBBY	Sloping Shelf	LibraryQuiet 4 Sloping Shelf Bktrk 41-1/2"Hx31"Wx17"D Beige	2		https://www.demco.com/demco-reg-libraryquiet-trade-	\$359.99	\$719.98		
LOBBY	Sloping Shelf	Steel BoFAIRcase, 41" x 36", Putty l	1	Staples	https://www.staplesadvantage.com/Tenuesco-Welded-	\$320.15	\$320.15		

GALENA PARK INVENTORY LOSS (DETAILED)

Location	Item	Description	Quantity	Company	Link	Price	Totals	Condition	Notes
MEETING ROOM	Trashcan	Trashcan, Black, 23 Gal,	1	Staples	https://www.officedepot.com/a/products/510770/Rubbermaid-Flag-and-Pole	\$74.99	\$74.99		
MEETING ROOM	Flag and Pole	American Flag and Pole	1	United States Flag Store	https://www.united-states-flag.com/indoor-american-flag	\$113.30	\$113.30		
MEETING ROOM	AV Adaptor	Apple Lightning Digital AV Adaptor	1	Apple	https://www.apple.com/shop/product/MD826AM/A/lightning	\$49.00	\$49.00		
MEETING ROOM	Cart	AV Cart	1	Uline	https://www.uline.com/Product/Detail/H-4607B1/Media-	\$199.00	\$199.00		
MEETING ROOM	Easel	Best Rite Blue Metal Easel on Casters Double Sided - Felt and White Board Burgundy MEETING ROOM	1	Amazon		\$458.60	\$458.60		
MEETING ROOM	Stackable Chairs	Stackable Chairs	30			\$199.00	\$5,970.00		
MEETING ROOM	Book Holder Easel	Childcraft Whiteboard / Gig Book Holder Easel	1	Amazon	https://www.amazon.com/Childcraft-971936-Easel-Veneer-Holder-Easel	\$189.95	\$189.95		
MEETING ROOM	Chairs	Cosco White foldable plastic outreach chair	2	Staples	https://www.staples.com/Cosco-Resin-Folding-Chairs-4-	\$85.99	\$171.98		
MEETING ROOM	Dry-Erase Whiteboard	Essentials By Balt Mobile Dry-Erase Whiteboard, Anodized Aluminum	1	Staples	https://www.staples.com/essentials-by-balt-mobile-dry-erase-whiteboard-anodized-aluminum	\$287.99	\$287.99		
MEETING ROOM	Carpet	Fishing For Literacy Carpet 9'5" W x 6'9"D Oval	1	Discount School Supply	https://www.discount-school-supply.com/furniture/carpet/themed	\$305.75	\$305.75		
MEETING ROOM	Tables	Foldable MEETING ROOM Tables, 96" x 30"	4			\$99.00	\$396.00		
MEETING ROOM	Dehumidifier	Friedrich Dehumidifier	1	Amazon	https://www.amazon.com/FRIGIDAIRE-Pint-Dehumidifier	\$299.00	\$299.00		
MEETING ROOM	Traffic Cones	Grainger Orange Traffic Cones	3	Grainger	https://www.grainger.com/product/GRAINGER-APPROVED-	\$36.90	\$110.70		
MEETING ROOM	H BoFAIRcase	HON Brigade 3-Shelf 41" H BoFAIRcase, Light Gray Steel	1	Staples	https://www.staples.com/HON-Brigade-3-Shelf-Metal-Bookcase	\$162.99	\$162.99		
MEETING ROOM	H BoFAIRcase	HON Brigade 5-Shelf 71" H BoFAIRcase, Light Gray Steel	2	Staples	https://www.staples.com/HON-Brigade-5-Shelf-Metal-Bookcase	\$260.89	\$521.78		
MEETING ROOM	Pedestal Fan	Lasko 48" H 3 Speed Oscillating Pedestal Fan, Black	1	Staples		\$35.89	\$35.89		
MEETING ROOM	Cart	Luxor 3 Shelf Plastic Heavy Duty Cart with Casters	1	Demco	https://www.demco.com/luxor-3-shelf-plastic-heavy-duty-cart	\$271.99	\$271.99		
MEETING ROOM	Microphone	Nady Center Stage Dynamic Microphone	1	Staples	https://www.staples.com/nady-center-stage-misc-3-professional	\$35.99	\$35.99		
MEETING ROOM	Nifty Nabber	Nifty Nabber Pro	1	Home Depot	https://www.homedepot.com/p/Unger-36-in-Nifty-Nabber-Pro-	\$36.50	\$36.50		
MEETING ROOM	BoFAIRtruck	Smith System Everything BoFAIRtruck 36"x36"x18" Apple	1	Demco	https://www.demco.com/smith-system-trade-everything	\$529.99	\$529.99		
MEETING ROOM	DVD Player	Sony DVD Player	1	Sony		\$44.99	\$44.99		
MEETING ROOM	Speaker	Speaker Party Power	1	Amazon		\$99.00	\$99.00		
MEETING ROOM	Speaker	Speaker System Intertech	1	Amazon		\$169.99	\$169.99		
MEETING ROOM	Folding Table	Square Folding Table 36" x 36"	1	Staples	https://www.staples.com/Office-Star-Worksmart-36-Folding-	\$82.79	\$82.79		
MEETING ROOM	CHairs	Stackable Chair Rolling Cart	1	Demco	https://www.demco.com/dolly-for-muzo-k-seat-stack-chairs	\$279.99	\$279.99		
MEETING ROOM	Chairs	Stackable Chairs Red Matrix	12			\$199.00	\$2,388.00		
MEETING ROOM	Surge Protector	Surge Protector, 7 outlet	1	Staples	https://www.staples.com/tripp-lite-7-outlet-surge-protector-6-	\$22.99	\$22.99		
MEETING ROOM	Table Fan	Table fan, 9"	1	Staples	https://www.staples.com/honeywell-turbo-force-9-air-circulator	\$20.49	\$20.49		
MEETING ROOM	Stanchions	US Weight Stanchions in Black	2	Amazon	https://www.amazon.com/US-Weight-Sentry-	\$69.95	\$139.90		
MEETING ROOM	Projector Screen	Wall Projector Screen	1	Staples	https://www.staples.com/Elite-Screens-Manual-Series-80-Inch-	\$78.99	\$78.99		

GALENA PARK INVENTORY LOSS (DETAILED)

Location	Item	Description	Quantity	Company	Link	Price	Totals	Condition	Notes
STAFF KITCHEN	Cups	Black and Decker Coffee Maker - 12 Cups	1	Staples		\$42.49	\$42.49		
STAFF KITCHEN	Plastic Shelf	Black Plastic Shelf with 4 shelves	1	Staples	https://www.staples.com/iceberg-Rough-n-Ready-Plastic-	\$112.99	\$112.99		
STAFF KITCHEN	Water Dispenser	Igloo 5 Gallon Drinking Water Dispenser	1	Igloo		\$39.99	\$39.99		
STAFF KITCHEN	Coffee Maker	Keurig 2.0 Coffee Maker	1	Keurig		\$129.99	\$129.99		
STAFF KITCHEN	Table	Kitchen Table - Dark Wood	1	Home Depot		\$500.00	\$500.00		
STAFF KITCHEN	Kettle	Magic Chef Water Electric Kettle	1	Home Depot		\$30.00	\$30.00		
STAFF KITCHEN	Microwave	MICROWAVE OVEN WHIRLPOOL WHITE	1	Lowe's		\$269.00	\$269.00		
STAFF KITCHEN	Popcorn machine	Paramount Popcorn Machine	1	Amazon		\$179.99	\$179.99		
STAFF KITCHEN	Toaster	Proctor Silex 2 slice Toaster	1	Home Depot		\$26.99	\$26.99		
STAFF KITCHEN	Refrigerator	REFRIGERATOR HOTPOINT WHITE	1	Home Depot		\$578.00	\$578.00		
STAFF KITCHEN	Stove	STOVE WITH OVEN HOTPOINT WHITE	1	Home Depot		\$530.00	\$530.00		
STAFF KITCHEN	Trashcan	Trash Container	1	Staples		\$74.99	\$74.99		
STAFF KITCHEN	Chairs	Wooden Kitchen Chairs with padding	4	Home Depot		\$102.00	\$408.00		
STAFF WORKROOM	Metal Shelf	3 foot 5 inch Light Grey metal shelf	1	Staples	https://www.staplesadvantage.com/HON-Brigade-3-Shelf-	\$108.68	\$108.68		
STAFF WORKROOM	Metal Shelf	6 foot Light Grey metal shelves	3	Staples	https://www.staplesadvantage.com/HON-Brigade-5-Shelf-	\$184.68	\$554.04		
STAFF WORKROOM	Chair	Black Corporate Express rolling chair	2	Demco		\$209.99	\$419.98		
STAFF WORKROOM	Chair	Black Knoll Inc rolling chair	1	Staples		\$132.62	\$132.62		
STAFF WORKROOM	Cabinet	Black Rolling Lock Cabinet	1	Staples		\$109.00	\$109.00		
STAFF WORKROOM	chair	Black Safeco rolling chair	1	Office Depot		\$249.00	\$249.00		
STAFF WORKROOM	Safe	Digital Entry Safe	1	Office Depot		\$178.67	\$178.67		
STAFF WORKROOM	Coin Sorter	Electric Coin Sorter	1	Staples	https://www.staples.com/royal-sovereign-coin-sorter-black-	\$57.99	\$57.99		
STAFF WORKROOM	Laminator	Fellows Laminator	1	Staples	https://www.staples.com/Fellows-SATHURN-3i-95-Thermal-	\$169.99	\$169.99		
STAFF WORKROOM	Fire Extinguisher	Fire Extinguisher	1	Staples		\$30.99	\$30.99		
STAFF WORKROOM	Metal Shelf	Grey 6' 8" metal shelves	3	Staples	https://www.staplesadvantage.com/Tenneco-174-Closed-	\$352.45	\$1,057.35		
STAFF WORKROOM	Storage System	Grey 7 Lockers Storage System	1	Staples	https://www.staplesadvantage.com/Safco-174-Steel-	\$434.15	\$434.15		
STAFF WORKROOM	metal Shelf	Grey metal shelf	1	Staples	https://www.staplesadvantage.com/HON-174-Brigade-	\$108.68	\$108.68		
STAFF WORKROOM	Wall Mounted Boards	Grey Push Pin Wall Mounted Boards	2	Amazon	https://www.amazon.com/Aluminum-Framed-Mounted-	\$59.99	\$119.98		
STAFF WORKROOM	Cubicle	Grey Two sided cubicle	2	Staples	https://www.staplesadvantage.com/Bush-Business-	\$906.68	\$1,813.36		I could not find a two sided cubicle from any of the approved vendors so I added
STAFF WORKROOM	Computer Table	Grey/Wood Garin Mobile Computer Table	1			\$439.99	\$439.99		
STAFF WORKROOM	Cramer	Kik-step Cramer	2	Amazon		\$51.59	\$103.18		

GALENA PARK INVENTORY LOSS (DETAILED)

[illegible]

Type	Model	Service Tag/Serial #	County Tag	Notes	Cost
Computer	Dell OptiPlex 7020	8SHW052	285-P251468-001-020	page 01/damaged	\$950.00
Computer	Dell OptiPlex 7020	5XSW052	285-P251468-001-296	page 01/damaged	\$950.00
Computer	Dell OptiPlex 790	8R9SHS1	285-P196828-001-082	page 01/damaged	\$950.00
Computer	Dell OptiPlex 790	8R7NHS1	285-P196828-001-065	page 01/damaged	\$950.00
Computer	Dell Optiplex 7020	3Z33T52	285-P251468-001-111	page 01/damaged	\$950.00
Computer	Dell OptiPlex 390	6CTGXV1		page 01/damaged	\$950.00
Computer	Dell OptiPlex 3010	FFVTPW1		page 02/damaged	\$950.00
Computer	Dell OptiPlex 7020	6PHMS52	285-P251468-001-285	page 02/damaged	\$950.00
Computer	Dell OptiPlex 790	8R1QHS1	285-P196828-001-023	page 02/damaged	\$950.00
Computer	Dell OptiPlex 790	8R6QHS1	285-P196828-001-061	page 02/damaged	\$950.00
Computer	Dell OptiPlex 3010	FFHTPW1		page 02/damaged	\$950.00
Computer	Dell Optiplex 5040	9JHSJB2	285-P266702-001-170	page 02/damaged	\$950.00
Computer	Dell OptiPlex 790	8R5QHS1	285-P196828-001-055	page 03/damaged	\$950.00
Computer	Dell OptiPlex 3010	8R8NHS1	285-P196828-001-071	page 03/damaged	\$950.00
Computer	Dell OptiPlex 7020	230X052		page 03/damaged	\$950.00
Computer	Dell OptiPlex 790	8RCPHS1	285-P196828-001-093	page 03/damaged	\$950.00
Computer	Dell OptiPlex 790	BT5S4V1	285-P202992-001-002	page 03/damaged	\$950.00
Computer	Dell OptiPlex 790	BT4P4V1	285-P202992-001-003	page 03/damaged	\$950.00
Computer	Dell OptiPlex 3010	C7GCDX1		page 03/damaged	\$950.00
Computer	Dell OptiPlex 7020	42Z3T52	285-P251468-001-263	page 03/damaged	\$950.00
Computer	Dell OptiPlex 390	6CKGXV1		page 03/damaged	\$950.00
Computer	Dell Optiplex 5040	244YJB2	285-P266702-001-221	page 03/damaged	\$950.00
Monitor	Dell P2217H	J2HL8J2/ CN-04RDG9-TV200-781-256T-A00		page 09/damaged	\$180.00
Monitor	Dell P2217H	81LGLB2/ CN-0668VC-74261-65J-3A9B-A00		page 09/damaged	\$180.00
Monitor	Dell P2217H	G3TLBJ2/ CN-04RDG9-TV200-786-06WT-A00		page 09/damaged	\$180.00
Monitor	Dell P2217H	G5KKLB2/ CN-0668VC-74261-65K-4CTB-A00		page 09/damaged	\$180.00
Monitor	Dell P2217H	94SL8J2/ CN-04RDG9-TV200-788-12ZT-A00		page 10/damaged	\$180.00
Monitor	Dell P2217H	20QL8J2/ CN-04RDG9-TV200-788-05QT-A00		page 10/damaged	\$180.00
Monitor	Dell P2217H	96KKLB2/ CN-0668VC-74261-65K-4D6B-A00		page 10/damaged	\$180.00
Monitor	Dell P2217H	30QL8J2/ CN-04RDG9-TV200-788-05RT-A00		page 10/damaged	\$180.00
Monitor	Dell P2217H	HXPL8J2/ CN-04RDG9-TV200-788-04PT-A00		page 11/damaged	\$180.00
Monitor	Dell P2217H	1MQL8J2/ CN-04RDG9-TV200-788-0EMT-A00		page 11/damaged	\$180.00
Monitor	Dell P2217H	1RQL8J2/ CN-04RDG9-TV200-788-0GHT-A00		page 11/damaged	\$180.00
Monitor	Dell P2217H	2FQL8J2/ CN-04RDG9-TV200-788-0BUT-A00		page 11/damaged	\$180.00
Monitor	Dell P2217H	5ZSL8J2/ CN-04RDG9-TV200-786-04RT-A00		page 12/damaged	\$180.00
Monitor	Dell P2214H	CN-OKW14V-74261-56R-70YB		page 12/damaged	\$180.00
Monitor	Dell P2217H	GXPL8J2/ CN-04RDG9-TV200-788-04NT-A00		page 12/damaged	\$180.00
Monitor	Dell P2217H	74SL8J2/ CN-04RDG9-TV200-788-12XT-A00		page 12/damaged	\$180.00
Monitor	Dell P2217H	BF7HLB2/ CN-0668VC-74261-65J-4E6B-A00		page 12/damaged	\$180.00
Monitor	Dell P2217H	87QL8J2/ CN-04RDG9-TV200-788-096T-A00		page 13/damaged	\$180.00
Monitor	Dell P2217H	DDKKLB2/ CN-0668VC-74261-65K-4GKB-A00		page 13/damaged	\$180.00
Monitor	Dell P2217H	HKKKLB2/ CN-0668VC-74261-65K-4KFB-A00		page 13/damaged	\$180.00
Monitor	Dell P2217H	BLGL8J2/ CN-04RDG9-TV200-781-1XYT-A00		page 13/damaged	\$180.00
Monitor	Dell P2217H	H4RL8J2/ CN-04RDG9-TV200-788-0BKT-A00		page 13/damaged	\$180.00
Monitor	Dell P2217H	1FQL8J2/ CN-04RDG9-TV200-788-0BTT-A00		page 14/damaged	\$180.00
Monitor	Dell P2217H	CORL8J2/ CN-04RDG9-TV200-788-0LKT-A00		page 14/damaged	\$180.00
Monitor	Dell P2217H	23HL8J2/ CN-04RDG9-TV200-781-258T-A00		page 14/damaged	\$180.00
Document Scanner	HP	CN769A10B9		page 22/damaged	\$280.00
DVD Player	SONY BDP-S1700	2522303		page 35/damaged	\$90.00

Total Projected Loss \$25,770.00