

**CONTRACT NO.: DMS-12/13-010
BETWEEN
FLORIDA DEPARTMENT OF MANAGEMENT SERVICES
AND
GEO SECURE SERVICES, LLC
FOR THE
GRACEVILLE CORRECTIONAL FACILITY**

AMENDMENT NO.: 18

This Amendment to Contract No.: DMS-12/13-010 (the "Contract") is by and between the State of Florida acting through the Florida Department of Management Services (the "Department"), Bureau of Private Prison Monitoring (the "Bureau") and GEO Secure Services, LLC, a wholly owned subsidiary of THE GEO GROUP, INC., ("GEO", "GEO Corrections", or the "Contractor") and collectively known as the "Parties".

WHEREAS, Article 12.16 of the Contract expressly provides for amendments;

WHEREAS, the 2020-2021 General Appropriations Act has been finalized and specific funding for Privately Operated Institutions Inmate Welfare Trust Fund has been identified; and

Therefore, the Parties agree to amend the Contract as follows:

1. Subject to sufficient funds in the Privately Operated Institutions Inmate Welfare Trust Fund (POIIWTF) and budget authority, Exhibit G is replaced as attached to this amendment and incorporated herein by reference.
2. This Amendment and all of its Exhibits are hereby made a part of this Contract. All other terms and conditions of the Contract remain in full force and effect. Except as otherwise expressly set forth herein, the terms and conditions contained in the Contract and subsequent amendments are unchanged. This Amendment sets forth the entire understanding between the Parties with regard to the subject matter hereof.
3. This Amendment remains subject to section 287.0582, Florida Statutes.
4. This Amendment is effective on July 1, 2020 or on the last date of execution, whichever is later.

SIGNATURE PAGE IMMEDIATELY FOLLOWS

SO AGREED by the Parties' authorized representatives on the dates noted below:

FLORIDA DEPARTMENT OF MANAGEMENT SERVICES

DocuSigned by:

3E1665B0DF8B411...

Secretary, Secretary

6/30/2020 | 3:35 PM EDT

Date

GEO SECURE SERVICES, LLC

DocuSigned by:

DAC0F72F12824F9...in

Executive Vice President, Contract Administrator

6/30/2020 | 11:10 AM PDT

Date

**Department of Management Services
Private Prison Monitoring
Budget Summary**

Privately Operated Institutions Inmate Welfare Trust Fund (POIIWTF) Program Request

Facility:	Graceville Correctional Facility	Fiscal Year: 2020-2021
Previous Year's Approved Budget:		Comment:
Previous Year's Total Expenditure:		
POIIWTF Final Budget Approval:		
Summary	For Department Use Only	
	Approval	Final Budget Approval
Architectural Drafting - Salary & Benefits	Approved	
Architectural Drafting - Supplies	Approved	
Architectural Drafting - Program Total		
Canine Caretaker Instructor - Salary & Benefits	Approved	
Canine Caretaker Assistant Instr - Salary & Benefits	Approved	
Canine Caretaker - Travel	Approved	
Canine Caretaker - Supplies	Approved	
Canine Caretaker - Equipment	Approved	
Canine Caretaker - Program Total		
Barbering - Equipment	Denied	
Mobile Computer Lab - Equipment	Denied	
GED Carrels - Equipment	Denied	
Workforce Readiness - Salary & Benefits	Approved	
Workforce Readiness - Supplies	Approved	
Workforce Readiness - Supplies (TABE Math Practice Books)	Denied	
Workforce Readiness - Supplies (TABE RLA Practice Books)	Denied	
Workforce Readiness - Supplies (TABE Science Books)	Denied	
Workforce Readiness - Supplies (TABE Social Studies Books)	Denied	
Workforce Readiness - Supplies (TSS Books)	Denied	
Workforce Readiness - Supplies (TSS Landscape Books)	Denied	
Workforce Readiness - Supplies (TSS Barbershop Books)	Denied	
Workforce Readiness - Program Total		
Total POIIWTF Funds Requested:		
POIIWTF Final Budget Approval		

Department of Management Services
Private Prison Monitoring
Attachment A: POIITWF Program Request and Narrative
Privately Operated Institutions Inmate Welfare Trust Fund (POIITWF)

Facility:	Graceville CRF	Fiscal Year:	2020-2021
Title of Program:	Architectural Drafting		
Program Instructor's Name:	Jason Langford		
Program Instructor's Title/Position:	Architect Design Instructor		
Total Hours of Program Participation Per Inmate Per Week:	30	POIITWF Funds Requested:	
Target Inmate Population (Inmate Criteria):	Verified HS Diploma or GED, TABE Scores of 10+ on Reading, Language and Math TABE Level A	Previous Year's Approved Budget:	
OBIS Course Code:			

1. Program Narrative:
The GCRF Computer Aided Drafting and Design program is designed to prepare students for employment in the technical drafting industry. After successfully completing the program, students will be able to develop technical drawings with both a computer aided drafting software workstation and traditional drafting tools. The program focuses on the area of architectural drafting; however, students are also introduced to other disciplines such as civil, structural electrical/electronic and mechanical drafting. Upon successful completion of our program, students will be qualified to pursue entry-level positions in drafting, product design, cartography, estimating sales and quality control.
2. Specific Activities:
(Include information about service delivery and timelines.)
The architectural drafting program is designed to prepare students for employment or advanced training in the drafting industry.
3. How does this program have the potential to aid inmates' reintegration into society?
Inmates completing AUTOCAD will receive a Department of Education Certificate issued for the highest level of mastery. This vocational skill will be a great addition to the completers resume, and also boost confidence of individual entering the job market.
4. What are the specific goals and objectives of this program?
(Describe the anticipated results of the program. Explain how the activities directly and/or indirectly address the issue or need and support achievement of these results.)
Participants will master the following areas: DATA CODE A-Blueprint Reader, DATA CODE B-Drafting Assistant, DATA CODE C-Architectural Detailer
5. Describe your evaluation plan for assessing how well the program met its goals and objectives.
The success of the program will be determined by completion hours and the demonstration of competency on each of the standards, and hands-on activities at the 80% level.
6. Staff Qualifications (Attach Job Description)
(Include biographical information or required minimum qualifications for any staff and volunteers):
This requires a fulltime staff member to instruct the program. Staff member must be a Florida Department of Education Certified Instructor. (Job description is attached)
7. Attach Program Curriculum (e.g., Department of Education, Auburn University, etc.)

The Facility Administrator or designee certifies that this POIITWF application is compliant with the DMS contract, DMS IWTF policy, and all laws and rules of the State of Florida.

Jeff Thomas, Facility Administrator

Electronic Signature

February 24, 2020

Date

**Department of Management Services
Private Prison Monitoring
Attachment B: Budget Instructions**

Privately Operated Institutions Inmate Welfare Trust Fund (POIIWTF)

The budget narrative provides a complete description of the costs associated with the program activities. As you prepare to assemble the budget, go back through the program narrative and make a list of all personnel and non-personnel items related to the operation of the program. The list of budget items and the calculations used to arrive at the dollar figures should be summarized below. All significant costs must be broken out within the subcategories and should include a detailed description. The following information will be used by the POIIWTF Committee to determine funding level. It should include the following areas:

- 1. Personnel**
 - a. Each individual should be identified by name and position. **Jason Langford, Architect Design Instructor**
 - b. Time commitments should be included as hours or percentage of time stated for each position. **40 hrs per week**
 - c. The total charges for each person listed includes an explanation of how the costs have been calculated. [REDACTED]
 - d. Indicate which individuals (if any) are volunteers. **N/A**
- 2. Fringe Benefits**
 - a. Identify which individuals are eligible for fringe benefits. **Jason Langford**
 - b. Identify the elements that comprise the fringe benefits figures. **Salary x 25% (GEO burden rate)**
 - c. Indicate whether fringe benefits are in the same proportion to other salaries not funded by POIIWTF. **N/A**
- 3. Travel**
 - a. The narrative must include a detailed breakdown of estimated travel costs. **N/A**
 - b. All travel costs must comply with state policies and procedures. **N/A**
 - c. Reimbursement requests for travel must include a state travel voucher. **N/A**
 - d. For each trip, indicate destination, estimated mileage, method of travel, cost per mile and duration, number of travelers, per diem rate for meals and lodging. **N/A**
 - e. Detail the purpose of the proposed travel. **N/A**
 - f. For each item, include an explanation of how these charges are necessary for the successful completion of the program. **N/A**
- 4. Supplies See attachment C for detail as required**
 - a. Supplies must be itemized by type of material and nature of expense.
 - b. For general office or business supplies, the total charge must provide support for the program activities.
 - c. For specific items, include the number of units, cost per unit and total cost.
 - d. Explain how these charges are necessary for the successful completion of the program.
- 5. Equipment Rental/Purchase See attachment C for detail as required**
 - a. List each item of equipment with an explanation of how this item is necessary for the successful completion of the program.
 - b. If the purchase is more than \$5,000, provide a description of how it will be used and disposed of after it is no longer needed or useable.
 - c. For each item, include the number of units, cost per unit and total cost specified.
 - d. For each item over \$5,000, a lease-versus-purchase analysis should be completed.
 - e. For each item over \$5,000, a competitive procurement method should be indicated.
- 6. Previous year expenditure explanation:** Although on [REDACTED], we expect to utilize the approved funding by 6/30/20.

Department of Management Services

Private Prison Monitoring

Attachment C: Budget Narrative

Privately Operated Institutions Inmate Welfare Trust Fund (POIIWTF)

Facility:	Graceville CRF	Fiscal Year:	2020-2021
Title of Program:	Architectural Drafting	Program Instructor's Name:	Jason Langford

Previous Year's Approved Budget for This Program:	
Previous Year's Expenditure for This Program:	
POIIWTF Funds Requested for This Program:	

Budget Summary (Lines can be added as needed)

Item	Quantity	Amount Requested	Narrative
Staffing Salary			
Staffing Fringe Benefits			
Travel			
Supplies			
Equipment			
Other (Please Specify in Narrative)			
Total			

Supplies & Materials Breakdown (Lines can be added as needed)

Description	Number of Units	Cost Per Unit	Total Cost
Highlighters (assorted colors)			
White Foam Board			
HP 26A Original Black Toner Cartridge			
Glue Sticks			
Mini Glueshot Glue Gun			
All Purpose Glue Gun Glue Sticks			
Composition Books			
#2 Pencils			
QIDI Technology 3D Printer			
Sadie Big and Tall Back Mesh Office Chair			
Crucial- DDR3L- 4GB- DIMM 240-pin			
Supplies & Materials Total (Tax 7.5% & Freight 3%)			

Equipment Breakdown (Lines can be added as needed)

Description	Number of Units	Cost Per Unit	Total Cost
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
Equipment Total			\$ -

Department of Management Services
Private Prison Monitoring
Attachment A: POIWTF Program Request and Narrative
Privately Operated Institutions Inmate Welfare Trust Fund (POIWTF)

Facility:	Graceville CRF	Fiscal Year:	2020-2021
Title of Program:	Canine Caretaker		
Program Instructor's Name:	Charles Linderman		
Program Instructor's Title/Position:	Dog Trainer		
Total Hours of Program Participation Per Inmate Per Week:	30	POIWTF Funds Requested:	
Target Inmate Population (Inmate Criteria):	H03 Inmates who desire to become involved in Canine Health	Previous Year's Approved Budget:	
OBIS Course Code:			

1. Program Narrative:
According to the US Bureau of Labor Statistics, the need for trained veterinary assistants will continue to grow through a 2020 perspective. It is expected to have as many as 100,000 available jobs in 2020. Jobs will always be available because animals will always need care. This, along with other career opportunities within the field, makes training a good starting point in the field of veterinary care, especially since most of the inmates housed in the facility will continue to reside in Florida once released.
2. Specific Activities:
(Include information about service delivery and timelines.)
This program will last for 1,200 hours and requires the inmate to have an 8th grade reading score and a 9th grade math score on the TABE test. The course will include class and supervised hands on demonstrations. They will receive coursework that will enable them to have a basic understanding of veterinary care and be able to practice these skills on live animals. Once released the skills acquired during the program, coupled with their ability to communicate effectively in an animal science environment will make them prime candidates in the veterinary care job market.
3. How does this program have the potential to aid inmates' reintegration into society?
The potential for a career that will allow the inmate to support himself without having to deal with the stigma of being a felon is of great benefit for those inmates that want to have legal employment. The inmates who complete this program will have the knowledge and experience to be able to have the potential for employment in the animal science program which offers a wide variety of careers when inmates are released back to society.
4. What are the specific goals and objectives of this program?
(Describe the anticipated results of the program. Explain how the activities directly and/or indirectly address the issue or need and support achievement of these results.)
The goals of this program are: To provide the instructional components of the veterinarian assistant curriculum as prescribed by the program, to investigate job outlook and opportunities with each inmates community setting in the veterinarian assistants field, to train interested inmates in skills that would benefit them in other vocational areas offered at the facility, specifically the canine program.
5. Describe your evaluation plan for assessing how well the program met its goals and objectives.
The assessment will be how enrollees complete the course from the requirements of the Auburn University who oversees the program.
6. Staff Qualifications (Attach Job Description)
(Include biographical information or required minimum qualifications for any staff and volunteers):
Job Descriptions are attached.
7. Attach Program Curriculum (e.g., Department of Education, Auburn University, etc.)

The Facility Administrator or designee certifies that this POIWTF application is compliant with the DMS contract, DMS IWTF policy, and all laws and rules of the State of Florida.

Jeff Thomas, Facility Administrator

Electronic Signature

February 24, 2020

Date

**Department of Management Services
Private Prison Monitoring
Attachment B: Budget Instructions**

Privately Operated Institutions Inmate Welfare Trust Fund (POIIWTF)

The budget narrative provides a complete description of the costs associated with the program activities. As you prepare to assemble the budget, go back through the program narrative and make a list of all personnel and non-personnel items related to the operation of the program. The list of budget items and the calculations used to arrive at the dollar figures should be summarized below. All significant costs must be broken out within the subcategories and should include a detailed description. The following information will be used by the POIIWTF Committee to determine funding level. It should include the following areas:

1. Personnel

- a. Each individual should be identified by name and position.
Charles Linderman, Dog Trainer; Lisa Green, Assistant Dog Trainer
- b. Time commitments should be included as hours or percentage of time stated for each position. **40 hrs per week**
- c. The total charges for each person listed includes an explanation of how the costs have been calculated.
[REDACTED]
- d. Indicate which individuals (if any) are volunteers. **N/A**

2. Fringe Benefits

- a. Identify which individuals are eligible for fringe benefits. **Charles Linderman and Lisa Green**
- b. Identify the elements that comprise the fringe benefits figures. **Salary x 25% (GEO burden rate)**
- c. Indicate whether fringe benefits are in the same proportion to other salaries not funded by POIIWTF. **N/A**

3. Travel

- a. The narrative must include a detailed breakdown of estimated travel costs.
(Estimate to include mileage 260 miles per staff, Perdiem (\$55 per day), Hotel (\$500 per week), Van Rental for 5 days each meeting)
- b. All travel costs must comply with state policies and procedures.
- c. Reimbursement requests for travel must include a state travel voucher.
- d. For each trip, indicate destination, estimated mileage, method of travel, cost per mile and duration, number of travelers, per diem rate for meals and lodging.
- e. Detail the purpose of the proposed travel. **Auburn Quarterly Meetings (2 staff)**
- f. For each item, include an explanation of how these charges are necessary for the successful completion of the program. **Required by Auburn**

4. Supplies See attachment C for detail as required

- a. Supplies must be itemized by type of material and nature of expense.
- b. For general office or business supplies, the total charge must provide support for the program activities.
- c. For specific items, include the number of units, cost per unit and total cost.
- d. Explain how these charges are necessary for the successful completion of the program.

5. Equipment Rental/Purchase See attachment C for detail as required

- a. List each item of equipment with an explanation of how this item is necessary for the successful completion of the program.
- b. If the purchase is more than \$5,000, provide a description of how it will be used and disposed of after it is no longer needed or useable.
- c. For each item, include the number of units, cost per unit and total cost specified.
- d. For each item over \$5,000, a lease-versus-purchase analysis should be completed.
- e. For each item over \$5,000, a competitive procurement method should be indicated.

6. Previous year expenditure explanation: Although the funds spent YTD are \$ [REDACTED], we expect to utilize the approved salary and supplies funding by 06/30/20.

Department of Management Services

Private Prison Monitoring

Attachment C: Budget Narrative

Privately Operated Institutions Inmate Welfare Trust Fund (POIIWTF)

Facility:	Graceville CRF	Fiscal Year:	2020-2021
Title of Program:	Canine Caretaker	Program Instructor's Name:	Charles Linderman

Previous Year's Approved Budget for This Program:	
Previous Year's Expenditure for This Program:	
POIIWTF Funds Requested for This Program:	

Budget Summary (Lines can be added as needed)

Item	Quantity	Amount Requested	Narrative
Staffing Salary (Canine Caretaker)			
Staffing Fringe Benefits			
Total Dog Trainer Instructor			
Staffing Salary (Assistant Caretaker)			
Staffing Fringe Benefits			
Total Assistant Dog Trainer Instructor			
Travel			
Supplies			
Equipment			
Other			
Total			

Supplies & Materials Breakdown (Lines can be added as needed)

Description	Quantity	Amount Requested	Narrative
Office Supplies (Paper,Pens,Pencils,Staples,Folders, etc.)			
Toys/Training Aids			
Nylabones (Med/Large)			
K-9 Waste Disposal bags (Roll #20)			
Health Care Products K-9			
Dog Care (Grooming Brushes/Tooth Brushes etc.)			
Vet Services			
Heartguard/Heartworm Medication / (Per Dose)			
K-9 Advantix II/Flea & Tick Medication / (Per Dose)			
Dog Food/Purina Pro Plan Sport			
Identification Tags			
Sanitation/Disinfectant Chemicals			
Leashes/Collars/Harnesses			
Supplies & Materials Total (Tax 7.5% & Freight 3%)			

Equipment Breakdown (Lines can be added as needed)

Description	Number of Units	Cost Per Unit	Total Cost
Dust Mops/Brooms/Mop Heads/Dust Pans			
Camera Accessories (Battery + SD Upgrade)			
X - Large Kennels 39"L X 26"W X 30"H			
X - Large Kennel Door (Replacements)			
Laptops			
Dog Handler Equipment Pouches			
K9 Training & Agility Aids			
Printer/Scanner			
Equipment Total			

Department of Management Services
Private Prison Monitoring
Attachment A: POIWTF Program Request and Narrative
Privately Operated Institutions Inmate Welfare Trust Fund (POIWTF)

Facility:	Graceville CRF	Fiscal Year:	2020-2021
Title of Program:	Resource Teacher		
Program Instructor's Name:	Melanie Deacon		
Program Instructor's Title/Position:	Workforce Readiness Instructor		
Total Hours of Program Participation Per Inmate Per Week:	30	POIWTF Funds Requested:	
Target Inmate Population (Inmate Criteria):	Any students in our Program	Previous Year's Approved Budget:	
OBIS Course Code:			

1. Program Narrative:
To provide as much academic assistance as possible. This will facilitate our mission to transition as many job ready inmates into society as possible. This position will provide our students a teacher who will help provide specialized instructions in student's accessed weak academic areas.
2. Specific Activities:
(Include information about service delivery and timelines.)
This Instructor will be moved from class to class and dorm to dorm providing specialized academic instruction. This service will be provided daily during our AM and PM sessions. Activities may include, but are not limited to: Conducting guided groups Developing prior knowledge with trade books and textbooks Reading aloud Providing vocabulary enrichment activities Providing writing workshop assistance Providing assistance on classroom projects and/or reports Any other duties as assigned.
3. How does this program have the potential to aid inmates' reintegration into society?
This program will enhance opportunities for employment in the career field chosen by the student by utilizing career surveys that identifies areas of interest and also job market opportunities.
4. What are the specific goals and objectives of this program?
(Describe the anticipated results of the program. Explain how the activities directly and/or indirectly address the issue or need and support achievement of these results.)
The course will provide knowledge and remediation to those who are looking to pursue a GED here at our facility, raise their TABE scores for certification, and develop skills that will help them get jobs after they leave prison.
5. Describe your evaluation plan for assessing how well the program met its goals and objectives.
The means for evaluating this program are determined by the number of GED certificates received by inmates as well as in the progression by grade level on the TABE.
6. Staff Qualifications (Attach Job Description)
(Include biographical information or required minimum qualifications for any staff and volunteers):
The Instructor must possess a valid Florida Teaching Certificate or qualify for a temporary academic Florida Teaching Certificate.
7. Attach Program Curriculum (e.g., Department of Education, Auburn University, etc.)

The Facility Administrator or designee certifies that this POIWTF application is compliant with the DMS contract, DMS IWTF policy, and all laws and rules of the State of Florida.

Jeff Thomas, Facility Administrator

Electronic Signature

February 24, 2020

Date

**Department of Management Services
Private Prison Monitoring
Attachment B: Budget Instructions**

Privately Operated Institutions Inmate Welfare Trust Fund (POIITWF)

The budget narrative provides a complete description of the costs associated with the program activities. As you prepare to assemble the budget, go back through the program narrative and make a list of all personnel and non-personnel items related to the operation of the program. The list of budget items and the calculations used to arrive at the dollar figures should be summarized below. All significant costs must be broken out within the subcategories and should include a detailed description. The following information will be used by the POIITWF Committee to determine funding level. It should include the following areas:

- 1. Personnel**
 - a. Each individual should be identified by name and position. **Melanie Deacon, Workforce Readiness Instructor**
 - b. Time commitments should be included as hours or percentage of time stated for each position. **40 hrs per week**
 - c. The total charges for each person listed includes an explanation of how the costs have been calculated. [REDACTED]
 - d. Indicate which individuals (if any) are volunteers. **N/A**
- 2. Fringe Benefits**
 - a. Identify which individuals are eligible for fringe benefits. **Melanie Deacon**
 - b. Identify the elements that comprise the fringe benefits figures. **Salary x 25% (GEO burden rate)**
 - c. Indicate whether fringe benefits are in the same proportion to other salaries not funded by POIITWF. **N/A**
- 3. Travel**
 - a. The narrative must include a detailed breakdown of estimated travel costs. **N/A**
 - b. All travel costs must comply with state policies and procedures. **N/A**
 - c. Reimbursement requests for travel must include a state travel voucher. **N/A**
 - d. For each trip, indicate destination, estimated mileage, method of travel, cost per mile and duration, number of travelers, per diem rate for meals and lodging. **N/A**
 - e. Detail the purpose of the proposed travel. **N/A**
 - f. For each item, include an explanation of how these charges are necessary for the successful completion of the program. **N/A**
- 4. Supplies See attachment C for detail as required**
 - a. Supplies must be itemized by type of material and nature of expense.
 - b. For general office or business supplies, the total charge must provide support for the program activities.
 - c. For specific items, include the number of units, cost per unit and total cost.
 - d. Explain how these charges are necessary for the successful completion of the program.
- 5. Equipment Rental/Purchase See attachment C for detail as required**
 - a. List each item of equipment with an explanation of how this item is necessary for the successful completion of the program.
 - b. If the purchase is more than \$5,000, provide a description of how it will be used and disposed of after it is no longer needed or useable.
 - c. For each item, include the number of units, cost per unit and total cost specified.
 - d. For each item over \$5,000, a lease-versus-purchase analysis should be completed.
 - e. For each item over \$5,000, a competitive procurement method should be indicated.
- 6. Previous year expenditure explanation:** Although the funds spent YTD are [REDACTED], we expect to utilize the approved supplies funding by 6/30/20
This position was vacant from July - October, therefore full labor will not be utilized.

**Department of Management Services
Private Prison Monitoring
Attachment C: Budget Narrative**

Privately Operated Institutions Inmate Welfare Trust Fund (POIIWTF)

Facility:	Graceville CRF	Fiscal Year:	2020-2021
Title of Program:	Workforce Readiness	Program Instructor's Name:	Melanie Deacon
Previous Year's Approved Budget for This Program:			
Previous Year's Expenditure for This Program:			
POIIWTF Funds Requested for This Program:			
Budget Summary (Lines can be added as needed)			
Item	Quantity	Amount Requested	Narrative
Staffing Salary			
Staffing Fringe Benefits			
Travel			
Supplies			
Equipment			
Other (Please Specify in Narrative)			
Total			
Supplies & Materials Breakdown (Lines can be added as needed)			
Description	Number of Units	Cost Per Unit	Total Cost
Office Supplies/Classroom Supplies			
TABE MATH Practice Books			
TABE RLA Practice Books			
TABE Science Practice Books			
TABE Social Science Practice Books			
United Streaming Account			
Copy Paper			
Supplies for Students			
Supplemental TSS Books			
Supplemental Landscape Books			
Supplemental Barbershop Books			
Supplies & Materials Total (Tax 7.5% & Freight 3%)			
Equipment Breakdown (Lines can be added as needed)			
Description	Number of Units	Cost Per Unit	Total Cost
Utility Cart With Locking Cabinet			
Computer Supplies (keyboard, mouse, headphones)			
Equipment Total			

Denied

Denied