

- Office Supplies
- Office Furniture
- Office Machines
- Computers
- Networking
- Internet
- Audiovisual

I. Proposed Time-line:

While the time-line of providing these products and services can vary greatly depending on the complexity and availability of product, we have outlined a typical project time-line that would include all of the services. Walker's will always work to shorten these time-lines wherever possible.

Contact - County Department contacts Walker's with request for assistance.

Initial Meeting - Walker's will set an appointment to meet with the department within the next 5 business days or as agreed upon with the department. (5) days

First Draft Design - Following the initial meeting, Walker's will provide a first draft design within 5 business days. (5) days

Design Review and Revisions - Following review of the first draft design, Walker's will provide a second draft design within 5 business days. (5) days

Additional Revisions - Add 5 business days for each additional review, revisions and design. (5) days x # of revisions

Approval of Design, Order Placed - Once the design is approved and the County has placed an order, Walker's will order the required inventory within 2 business days. (2) days

Delivery to Walker's from Manufacturer - Standard orders from Maxon take 30 days to reach Walker's. Quick ship orders take 21 days. (21-30) days.

Delivery and Installation - Following receipt of the inventory at Walker's, the County Department will be contacted and a delivery and installation date will be arranged within 5 business days or as agreed upon with the department. (5) days

Project Completion - Typically, projects do not take more than 2 days to complete. (2) days.

WALKER'S

Business Products & Services

- Office Supplies
- Office Furniture
- Office Machines
- Computers
- Networking
- Internet
- Audiovisual

Billing – Walker's will invoice the county within 2 business days of the completion of the project.

Additions or Changes – Depending on the complexity of the additions or changes, refer to timelines provided above.