

Definition of Furniture and related items:

Must be purchased through MCE and/or come through Purchasing:

Desks
Chairs
Stools
Bookcases
Tables (conference, computer, audio-visual, game, dining)
Beds
Chests
Sofas
File cabinets
Credenzas
Hutches
Mail room furniture (wall sorters)
Computer workstations
Panels
Storage cabinets
Picnic tables

Not considered furniture and may be purchased through delegated authority:

Lamps
Desk accessories
Anti-static mats
Bulletin boards
Shelving
Lockers
Outdoor furniture (except for picnic tables which are available from MCE)