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The Office Planning Group is a regional SE US company with experience in providing systems furniture and storage systems for various industries including Finance, Government, Healthcare, Education, Legal, Insurance, and Manufacturing. Since the mid-1970's we have applied our experience and expertise to work with management in establishing objectives, surveying the need, evaluating options, designing the best solution, providing turnkey installation, and after the sale service and support to provide the right furniture and storage systems to save you time, space, and money.

While we provide all types of **furniture from cubicles to modular casework to conference/training room furnishings**, and **storage solutions from active document storage to compact shelving to industrial and unique storage applications**, we have particular strength in mission-critical furniture like Command & Control Room consoles, IT furniture like tech benches/tables and data enclosures/racks, furnishings for public places like fixed seating, projection screens, and high tech podiums for auditoriums/conference centers, laboratory casework and furnishings, access flooring (both traditional and innovative low profile cable management flooring), acoustical wall treatments, adjustable height furniture, and high performance ergonomic seating.

The Office Planning Group, because of our 25-year commitment to proper ergonomic workspace design, has also provided no-cost workspace assessments to help our clients improve *Health and Wellness in the workplace*. By providing the right kind of workspace design with possible use of adjustable height furniture, ergonomic seating, proper keyboard and monitor placement, and better lighting, employees will realize better health, mental clarity, and productivity. Ask us for information on medical studies that have determined "Sitting is The New Smoking".

The Office Planning Group has been in business for 40 years and anticipates being a viable source of products and services for your company. By providing total solutions selected from over 400 manufacturers, we believe it will benefit your business to partner with our business!

#### TECHNOLOGY

- Mission-Critical Furniture
- Adjustable Height Furniture
- High Performance Seating
- Data Enclosures & Racks
- Access Flooring
- Cable Management Low Profile Flooring

#### SOFTWARE

- On-Demand File Creation
- Bar Code Tracking System
- RFID Tracking Systems
- Asset Tracking Systems

#### FILING & STORAGE

- High Density Shelving
- Storage Shelving
- Specialty Shelving
- Color-Coded Labeling
- Folders & Filing Supplies
- Folder Labeling Software
- Scanning & Imaging
- Paper Records Conversion
- Filing System Analysis & Design
- File Moves & Consolidations



#### ERGONOMICS

- Adjustable Height Furniture
- Seating
- Monitor Arms
- Lighting
- Laptop Holders & Keyboard Trays

#### BREAK & MAIL ROOMS

- Modular Millwork
- Mail Sorters
- Tables & Seating
- Lockers

#### SPECIALTY FURNITURE

- Command Center Furniture
- Mission Critical Furniture
- Laboratory Casework
- Fixed/Auditorium Seating
- Hospitality Furnishings
- Outdoor Furniture

#### EXECUTIVE FURNITURE

- Executive Workstations
- Executive Seating
- Conference Area
- Filing & Storage

#### DEPARTMENTAL FURNITURE

- Modular Workstations
- Cubicle Workstations
- Reception Furniture
- Seating
- Filing & Storage
- Furniture Installations & Moves

#### CONFERENCE & TRAINING ROOMS

- Conference Tables
- Conference Seating
- Conference Center Accessories (Whiteboards, Easels, etc.)
- Modular Millwork
- Flat Screen TV Mounts