

**NEW YORK STATE
OFFICE OF GENERAL SERVICES
PROCUREMENT SERVICES GROUP
38th Floor - Corning Tower Building
Empire State Plaza
Albany, New York 12242**

Contract Award Notification

Title	: Group 21701 - SYSTEMS FURNITURE AND RELATED PRODUCTS (Statewide)
Award Number	: PGB-3675 (Replaces 2111-G)
Contract Period	: November 1, 1998 to September 30, 2001
Bid Opening Date	: October 15, 1998
Date of Issue	: December 23, 1998
Specification Reference	: As Incorporated in the Request for Piggyback Agreement

Address Inquiries To:

All State Agencies	Non-State Agencies
Name : Richard W. Newton	Name Judy Gibbons
Title : Purchasing Officer I	Title Purchase Coordinator
Phone : 518-474-5641	Phone 518-474-6717
Fax : 518-474-5525	Fax 518-474-2437
E-mail : Richard.Newton@ogs.state.ny.us	E-mail customer.services@ogs.state.ny.us

Description

Modular Furniture Systems formerly called Landscape Office Furniture.

PR #9081-T

(continued)

<u>CONTRACT #</u>	<u>CONTRACTOR & ADDRESS</u>	<u>TELEPHONE #</u>	<u>FED.IDENT.#</u>
PC54281	ALLSTEEL (The Hon Company) 200 Oak Street Muscatine, IA 52761	800/248-2026 319/264-7100 Karen Russell FAX No. 800/570-4472 319/262-4530 E-Mail: feltj@honcompany.com	420617510

Contractor offers Electronic Access ordering. Contractor will accept the New York State Purchasing Card for orders.

PC54282	THE HON COMPANY 200 Oak Street Muscatine, IA 52761	800/248-2026 319/264-7100 Karen Russell FAX No. 800/570-4472 319/262-4530 E-Mail: felj@honcompany.com	420617510
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Contractor offers Electronic Access ordering. Contractor will accept the New York State Purchasing Card for orders.

PC54283	HASKELL OF PITTSBURGH, INC. 231 Haskell Drive Verona, PA 15147 Disc.: 2% - 20 Days prompt payment	800/334-8888 Jenine Joyce FAX No.: 800/344-0568	250926801
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Contractor will accept the New York State Purchasing Card for Orders.
Contractor will honor orders for less than the minimum order and shipping cost will be added.

PC54284	HAWORTH, INC. One Haworth Center Holland, MI 49423	212/977-5350 Mark Rohner FAX No.: 616/393-1736	386053093
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Contractor offers Electronic Access ordering. Contractor will honor orders for less than the minimum order.

PC54285	KNOLL, INC. 1235 Water Street East Greenville, PA 18041	202/973-0431 Bay Chamberlain FAX No.: 202/973-0467	133873847
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Contractor will accept the New York State Purchasing Card for orders.

PC54286	STEELCASE, INC. 901 44th Street S.E. Grand Rapids, MI 49508 Disc.: 1% of Net	616/247-3101 Moneca Baehre FAX No.: 616/246-4918 E-Mail: mbaehre@steelcase.com	380819050
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Contractor will accept the New York State Purchasing Card for orders.
Contractor will honor orders for less than the minimum order.

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Cash Discount, If Shown, Should be Given Special Attention.
INVOICES MUST BE SENT DIRECTLY TO THE ORDERING AGENCY FOR PAYMENT.

AGENCIES SHOULD NOTIFY THE PROCUREMENT SERVICES GROUP PROMPTLY IF THE CONTRACTOR FAILS TO MEET THE DELIVERY TERMS OF THIS CONTRACT. DELIVERED ITEMS WHICH DO NOT COMPLY WITH THE SPECIFICATIONS OR ARE OTHERWISE UNSATISFACTORY TO THE AGENCY SHOULD ALSO BE REPORTED TO THE PROCUREMENT SERVICES GROUP.

FOR TAX FREE TRANSACTIONS UNDER THE INTERNAL REVENUE CODE, THE NEW YORK STATE REGISTRATION NUMBER IS **14740026K**.

NOTE TO AGENCY:

The letters SB listed under the Contract Number indicate the contractor is a self-identified small business. Additionally, the letters MBE and WBE indicate the contractor is a certified Minority-owned Business Enterprise and/or Woman-owned Business Enterprise, respectively.

NOTE TO ALL CONTRACT USERS:

The terms and conditions of the solicitation which apply to the award appear at the end of this document. We strongly advise all contract users to familiarize themselves with all terms and conditions before issuing a purchase order.

PRICE:

Price is expressed as a discount from list price and includes all customs duties and charges and is net, F.O.B. destination any point in New York State including dock delivery.

SPECIAL NOTE TO USERS:

General Information and Instructions for users of this contract.

INTENDED USE:

This contract is to be used to obtain modular style office furniture. Included are several manufacturers whose products are currently acceptable to the Federal GSA.

The main component for each manufacturer's product line is the Systems Furniture catalogue however some manufacturers have included associated product lines to complete the office layout. Those associated product lines can only be used as part of the Systems purchase they are in no way intended as stand along catalogues.

PREFERED SOURCE:

Also be aware that CORCRAFT is the Preferred Source for Systems Furniture and as such must be considered first when this type of furniture is planned to be used in your facility.

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SPECIAL NOTE:

Contract users should review and evaluate similar product lines to make intelligent, cost effective decisions based on the following criteria.

The basis for selection among multiple contracts at the time of purchase shall be the most practical and economical alternative and shall be in the State's best interest taking into consideration.

- the form, function and utility needs of the purchaser;
- the price of a given good or service;
- the administrative, training, storage, maintenance or other overhead associated with the good or service;
- the value of warranties, delivery schedules, financing costs and foregone opportunity costs associated with the good or service;
- the life span and associated life cycle costs of the given good and service including but not limited to costs or savings associated with construction, energy use, maintenance, operation, salvage or disposal; and,
- when applicable, the experience of the purchaser with the contractor and/or contract products.

As guided by the procurement record requirements contained in the State Procurement Guidelines, purchasers should document the basis for the contract/product selection for internal purposes.

INSTALLATION:

Installation shall be the responsibility of the ordering agency. All product lines indicated are priced as Dock Delivery only at this time.

RECOMMENDATIONS:

Each installation should be treated as any other required service. The NYS Finance Law, the Procurement Stewardship Act and the Procurement Guidelines should be consulted for the appropriate procedures based on the estimated dollar value of the installation.

If as a result of a competitive bid the authorized dealer is not the installer, a supervisor authorized by the manufacturer may be employed to assure that the installation meets all requirements of the manufacturer and that the warranty is not jeopardized. The supervisor may be compensated up to the level of the prevailing wage rate for his title in the locality of the installation.

Contact the New York State Department of Labor for Wage Rates for your area.

CONFORMANCE WITH LOCAL RULES AND REGULATIONS:

Contract users should make certain that the installation conforms with all local and State building codes. Additionally, the user should endeavor to comply with all local labor regulations.

(continued)

Item	Description	Discount
A	CORCRAFT - Ultraframe	Various - based on size of project

A Wood Framed Panel Hung Systems Product with full utilities capabilities.

Catalogue/Price List Reference Components and Price Catalogue Effective July 1995.

Installation quoted on project by project basis.

Call 1/800/436-6321 or in 518/436-6321 to obtain the name of your local CORCRAFT representative.

Item	Description	Discount (Total List Purchase)	
1	Allsteel Systems Furniture Series 8000	\$257-\$9,999	60%
		\$10,000-\$124,999	64.4%
		\$125,000-\$312,499	66.0%
		\$312,500-\$624,999	69.3%
		\$625,000.00-\$999,999	72.3%
		\$1,000,000-\$4,032,258	75.2%

Design Fee - up to \$45.00 per hour for Layout and specification. Not applicable to travel time.

Guaranteed Delivery - 60 Days A/R/O

Make orders to the Hon Co. c/o the Local Dealer (See A below) or to Allsteel 200 Oak Street, Mascatine, IA 52716

For product information contact the local dealer (See A below) or company representative (See B Below).

Payments shall be remitted to Hon Industries Inc., P.O. Box 92326, Chicago, IL 60675.

Current Price List Identification 8000 Systems 5/3/98, excluding Elba.

Local Dealers		
A.	Albany Office Interiors 39 Krey Blvd. Rennselaer, NY 12144 Phone: 518/286-4122 FAX: 518/283-0803	BT Office Products International 303 W. 10th Street New York, NY 10014 Phone: 914/997-9400 FAX: 212/337-7783
	Donaton Contract Furniture 85-04 Air Park Ronkonkoma, NY 11779 Phone: 516/467-9700 FAX: 516/467-3077	Lane Office Furniture 116 John Street, 32nd Floor New York, NY 10038 Phone: 212/233-4100 FAX: 212/693-2124

(continued)

Item 1: (Cont'd)

Company Representatives		
B.	Debra Smith 1520 York Ave., Apt 17J New York, NY 10028 Phone: 212/772-0221 FAX: 212/734-0595	Drew Nagel 51 Waterford Dr. Montville, NJ 07045 Phone: 973/263-5801 FAX: 973/263-5802
	Gregg Lawrence 43 Sherwood Dr. Ramsey, NJ 07446 Phone: 201/825-1327 FAX: 201/934-3389	David Cernera 15 Ellicott Place Staten Island, NY 10301 Phone: 718/981-5319 FAX: 718/448-2975
	Ron Greene 160 West End Ave., Apt. 22N New York, NY 10023 Phone: 212/496-2961 FAX: 212/496-8961	Rose Merelis 300 Edwards Street, Apt. 2P Roslyn Heights, NY 11577 Phone: 516/625-5608 FAX: 516/625-5609
	Tony Corasaniti 7833 Karakul Lane Fayetteville, NY 13066 Phone: 315/637-2707 FAX: 315/637-2771	

CONTRACTOR, ITEM 1: ALLSTEEL

Item	Description	Discount (Total Net Purchase)
2	Haskell of Pittsburgh, Inc. ADP Furniture Storage and Transportation Items and Multi-Purpose Seating	ADP Furniture Storage and Transportation 54.5% Multi Purpose Seating 50% Quantity discounts Total Purchase at Net Prices \$50,001-\$150,000 1% \$151,001-\$250,000 2% \$251,001-\$350,000 3% \$351,001-\$450,000 4% \$451,001-\$550,000 5% \$550,001-\$650,000 6% \$651,001-\$750,000 7% \$750,001-\$850,000 8% \$850,001-\$950,000 9% \$951,001 plus 10%

Design Fee - up to \$45.00 per hour for Layout and Specification. Not applicable to travel time.

Guaranteed Delivery: 45 Days A/R/O

Catalog Reference #65 Dated 12/1/96 excluding Tables and Desks and only York, Task II, Tercet and Stack V Seating

Associated Furniture Line Contract Period Note: The Multi-Purpose Seating pricing shall expire January 31, 2001.
Contact the Contractor for the Service Representative nearest you.

CONTRACTOR, ITEM 2: HASKELL OF PITTSBURGH

(continued)

Item	Description	Discount (Total List Purchase)
3	Haworth Furniture Systems Multi-Purpose Tables, ADP Furniture Multi-Purpose Seating	<u>Furniture Systems</u> <u>Places/unigroup</u> Normal: up to \$250,000 71.72% \$250,000 and up 75.76% Rush: up to \$100,000 64.65% <u>Places steel casegood/950 Files</u> Normal: 65.66% Rush: 59.60% <u>Premise System</u> Normal: up to \$255,000 65.66% Normal: over \$255,000 68.69% Rush: up to \$70,500 52.53% <u>Premise Casegoods</u> Normal: 60.61% <u>Race System</u> up to \$300,000 67.68% over \$300,000 69.70% <u>Office/Tango Desking Systems</u> Normal: 58.08% Rush: 51.52% <u>ADP Furniture</u> Places/950 same as above <u>Premise Free Standing</u> Normal: 60.61% Rush: 57.08% <u>Crossings</u> up to \$71,266 57.58% over \$71,266 62.63% Multi-Purpose Tables <u>Unigroup/Places/Kinetics/Tactics</u> up to \$37,879 60.40% \$37,880-\$63,776 60.80% \$63,777-\$90,206 61.20% \$90,207-\$130,208 61.60% \$130,209-\$263,157 62.00% over \$263,158 62.40% <u>Mueller, Lumstead</u> 54.55% <u>Accolade, Systems Seating,</u> <u>Catalyst and Comfort Seating</u> Normal Delivery up to \$28,571 64.65% \$28,572-\$142,857 65.35% \$142,858-\$228,571 65.69% \$228,572-\$371,428 66.00% \$371,428 and up 66.40% Rush Deliveries 61.12%

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Item	Description	Discount (Total List Purchase)
		<u>Improv Seating</u>
		Normal Deliveries up
		to \$26,315 61.62%
		\$26,316-\$130,208 61.98%
		\$130,209-\$208,333 62.37%
		\$208,334-\$338,542 62.75%
		\$338,543 and up 63.14%
		Rush Deliveries 58.08%
		<u>Kinetics Seating Products</u>
		Normal Deliveries up
		to \$24,752 59.60%
		\$24,753-\$123,762 60.00%
		\$123,763-\$198,019 60.41%
		\$198,020-\$321,782 60.81%
		\$321,783 and up 62.22%
		Rush Deliveries 56.82%
		<u>Mueller, Myrth Seating</u>
		Normal Deliveries
		up to \$21,978 54.55%
		\$21,979-\$109,890 54.96%
		\$109,891-\$175,824 55.41%
		\$175,025-\$285,714 55.86%
		\$285,715 and up 56.32%
		Rush Deliveries 49.45%

Inside delivery of chairs at time of Installation: 4% additional of list.

Design Fee up to \$50.00 per hour for Layout and Specification Not applicable to travel time.

Guaranteed Delivery: Systems, ADP Furniture, and Seating
 Normal: 90 calendar days A/R/O
 Rush: 14 calendar days A/R/O
 Tables: 45-90 calendar days A/R/O

Catalogue references: December 14, 1996 Commercial Price List

Associated Product Line Contract Period Note:
 Multi-Purpose Tables expires October 31, 1999
 Multi-Purpose Seating January 31, 2001

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Item 3: (Cont'd)

Haworth New York Dealership Listing	
AC Desk Company Inc. 249 Elm Place Mineola, NY 11501 Phone: 516/741-7979 FAX: 516/741-9391 Principal: Mr. Ben Chaite	Accent Furniture 21 Walker Way Albany, NY 12205 Phone: 518/456-3508 FAX: 518/456-3414 Principal: Mr. Arnold Glesman
American Furniture Consultants Div. of American Storage Transport 1860 Walt Whitman Road Melville, NY 11747 Phone: 516/293-1700 FAX: 516/293-3640 Principal: Ed Whelon Contact: Mr. Chris Shea	Bell Yorktown Inc. 333 Adams St. Bedford Hills, NY 10507 Phone: 914/242-7474 FAX: 914/242-7480 Principal: Mr. Peter Mills Contact: Mr. Ben Melahn
Buffalo Office Interiors, Inc. 1418 Niagara Street Buffalo, NY 14213 Phone: 716/883-8222 FAX: 716/881-3359 Principal: Mr. James J. Spano Contact: Mr. Vince Celano VP	CF Rutherford & Associates (WBE) 55 John Street New York, NY 10038 Phone: 212/732-6330 FAX: 212/587-8491 Principal: Ms. Marianne Millanamow Contact: Mr. Gary McKeon
Corporate Environments, Inc. 121 West 19th Street, Floor 10 New York, NY 10011 Phone: 212/255-8141 Contact: 212/989-2286 Principal: Michael Eble	Furniture Consultants Inc. 11 W 19th Street, 9th Floor New York, NY 10011 Phone: 212/229-4500 FAX: 212/807-0036 Principal: Richard Bascetta Contact: Ms. Clare Henry
Key International Inc. 150 East 52nd Street Second Floor New York, NY 10022 Phone: 212/308-6100 FAX: 212/308-8686 Principal: Mr. Kiyoshi Sasaki Contact: Mr. Nobuaki Soi	Lane Office Furniture Inc. 116 John Street 32nd Floor New York, NY 10038 Phone: 212/233-4100 FAX: 212/693-2124 Principal: Mr. Gregory Burke Contact: Mr. Avery Wasoleck
Meadows Office Furniture Co. Inc. (WBE) 71 West 23rd Street, 2nd Floor New York, NY 10010 Phone: 212/741-0333 FAX: 212/741-0303 Principal: Ms. Rosalie Edson Contact: Ms. Melanie Hodgens	MMR Enterprises Inc. 1275 Broadway Albany, NY 12204 Phone: 518/433-0029 FAX: 518/433-0315 Principal: Mr. Ron Lanzetta Contact: Mr. Todd Girvan

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Item 3: (Cont'd)

Haworth New York Dealership Listing	
Signature Office Interiors 1150 University Ave., Bldg. 5 Rochester, NY 14607 Phone: 716/271-3332 FAX: 716/271-8536 Principal: Mr. Vince Sweeney	Syracuse Office Environments 375 Erie Blvd. West Syracuse, NY 13202 Phone: 315/476-9091 FAX: 315/476-9094 Principal: Mr. Vince Sweney
The Atlantic Group 810 7th Avenue, 41st Floor New York, NY 10019 Phone: 212/977-6688 FAX: 212/977-6699 Principal: Mr. Roger Abramson	

CONTRACTOR, ITEM 3: HAWORTH

Item	Description	Discount (Total List Purchase)		
4	HON	<u>Multi-Purpose Seating</u>		
		\$228-\$9,999	56%	
		\$10,000-\$24,999	61.0%	
			<u>Steel</u>	<u>Wood</u>
		\$25,000-\$124,999	62.2%	61.0%
		\$125,000-\$312,499	63.7%	62.2%
		\$312,500 and up	64.1%	62.2%
			<u>ADP Furniture</u>	
		\$228-\$9,999	56.0%	
		\$10,000-\$24,999	61.0%	
			Hon 38000, Station Master Concen	Regent 3800, 6,000 64000, 65000, Adj. Work
			<u>Sys. Desk</u>	<u>Surfaces</u>
		\$25,000-\$124,994	62.2%	61.0%
		\$125,000-\$312,499	63.7%	61.0%
		\$312,500-\$499,999	64.9%	61.4%
\$500,000-\$624,999	64.9%	61.8%		
\$625,000-\$999,999	64.9%	62.2%		
\$1,000,000 and up	65.7%	62.6%		
	<u>Systems Furniture</u>			
\$228-\$9,999	56.0%			
\$10,000-\$24,999	61.0%			

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Item 4: (Cont'd)

Item 4.	Description HON	Discount (Total List Purchase)		
			Concen- <u>Sys.</u>	Simplicity <u>II</u>
		\$25,000-\$124,999	62.2%	62.2%
		\$125,000-\$312,499	63.7%	63.7%
		\$312,500-\$499,999	64.9%	63.7%
		\$500,000-\$624,999	66.9%	64.4%
		\$625,000-\$999,999	68.8%	64.8%
		\$1,000,000 and up	70.8%	65.2%
		<u>Files and Storage</u>		
		\$228-\$9,999	56.0%	
		\$10,000-\$24,999	61.0%	
		\$25,000-\$49,999	63.0%	
			<u>General</u>	Lateral and Vertical <u>Files</u>
		\$50,000-\$124,999	64.9%	64.9%
		\$125,000-\$312,499	65.3%	68.8%
		\$312,500-\$499,999	65.6%	70.8%
		\$500,000-\$624,000	65.6%	70.8%
		\$625,000-\$999,999	66.0%	72.7%
		\$1,000,000 and up	66.3%	74.7%

Guaranteed Delivery: 60 calendar days A/R/O

Catalogue References: Regent dated 10/4/98

Concensys dated 4/5/98, Hon Group List Price dated 10/4/98.

Associated product line contract period note Multi-Purpose Seating pricing expires 1/31/2001.

Make Purchase Orders to The Hon Co. c/o the local servicing representative (see A Below) or to The Hon Co., 200 Oak Street, Muscatine, IA 52761.

For product information contact the local dealer or company representative (See B Below).

Send payments to Hon Industries Inc., P.O. Box 92326, Chicago, IL 60675.

(continued)

Item 4: (Cont'd)

Local Dealers		
A.	BT Office Products International 303 W. 10th Street New York, NY 10014 Phone: 914/997-9400 FAX: 212/337-7783	Deskco Office Furniture 910 Route 110 Farmingdale, NY 11735 Phone: 516/753-3601 FAX: 516/753-0762
	Furniture Consultants Inc. - USOP 11 West 19th Street New York, NY 1001 Phone: 212/229-4500 FAX: 212/463-9411	Superior Office Furniture 1 Dietz Square 400 Tracy Street Syracuse, NY 13204 Phone: 315/442-1076 FAX: 315/422-0620

Company Representatives		
B.	Gregg Lawrence 43 Sherwood Dr. Ramsey, NJ 07446 Phone: 201/825-1327 FAX: 201/934-3389	Drew Nagel 51 Waterford Dr. Montville, NJ 07045 Phone: 973/263-5801 FAX: 973/263-5802
	Debra Smith 1520 York Ave., Apt 17J New York, NY 10028 Phone: 212/772-0221 FAX: 212/734-0595	Ron Greene 160 West End Ave., Apt. 22N New York, NY 10023 Phone: 212/496-2961 FAX: 212/496-8961
	Rose Merelis 300 Edwards Street, Apt. 2P Roslyn Heights, NY 11577 Phone: 516/625-5608 FAX: 516/625-5609	David Cerna 15 Ellicott Place Staten Island, NY 10301 Phone: 718/981-5319 FAX: 718/448-2975
	Tony Corasaniti 7833 Karakul Lane Fayetteville, NY 13066 Phone: 315/637-2707 FAX: 315/637-2771	

CONTRACTOR, ITEM 4: THE HON CO.

(continued)

Item	Description	Discount (Total List Purchase)
5	Knoll	<u>Morrison & Knoll Extra</u> \$0-\$168,750 68% \$468,751 and up 69% Quick Ship 57% <u>Reff</u> \$0 and up 67% Quick Ship 55% <u>Equity</u> \$0-\$550,000 69% \$550,001-\$1,350,000 72% \$1,350,001 and up 76% Quick Ship 57% <u>Currents</u> 0 and up 67.3% No Quick Ship

Design Fee Metropolitan NY up to \$55.00 per hour, rest of NY State up to \$50.00 per hour for Layout and Specification. Not applicable to travel time.

Guaranteed Delivery: 80 calendar days A/R/O
Quick Ship 5 Business Days A/R/O

Catalogue References: Morrison System: 1/97
Equity: 9/96
Knoll Extra: 1998
Currents: 1998
Reff: 1998
Reff Options: 1998
Quick Ship: 1998

Company Representatives:
Downstate (South of Rockland Co.)
 Bill Scheidemann
 212/343-4029
Upstate (Rockland Co. and North)
 Scott Kennedy
 315/548-2240

Authorized Dealers:
Downstate:
 JFD Sales Consulting
 39-24 Bell Blvd.
 Bayside, NY 11361
 Joe Corchado
 718/279-0888
Upstate:
 INE Business Furniture, Inc.
 324 Broadway
 PO Box 618
 Albany, NY 12201-0648
 John Zelinsky
 518/463-1010

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Item 5: (Cont'd)

Orders shall be addressed and mailed to Knoll c/o the appropriate authorized dealer.

Payments shall be sent to: Knoll, Inc., P.O. Box 841366, Dallas, TX 75284-1366

CONTRACTOR, ITEM 5: KNOLL

Item	Description	Discount (Total List Purchase)	
6	Steelcase	<u>Avenir and 9000</u>	
		Standard Delivery	
		\$0-\$300,000	69.0%
		\$300,000-\$1,454,546	72.5%
		\$1,454,547 and up	74.5%
		Quick Ship	
		\$0-\$320,513	61.0%
		\$320,514 and up	63.0%
		<u>Context</u>	
		Standard Delivery	
		\$0-\$140,450	11.0%
		\$140,451 and up	18.2%
		Quick Ship	
		\$0-\$126,250	1.0%
		\$126,251 and up	3.0%
		<u>Details</u>	
		Standard Delivery and	
		Quick Ship	51.0%
		ADP, Ellipse, Filing and Storage, Comp. Support,	
		<u>Ellipse</u>	
		Standard Delivery	
		\$0-\$1,212,121	67.0%
		\$1,212,122 and up	72.5%
		Quick Ship	
		\$0-\$320,512	61.0%
		\$320,513 and up	63.0%
<u>Activity Tables</u>			
Standard Delivery	58.0%		
Quick Ship	53.0%		
<u>Vecta Comp Tables</u>			
Standard Delivery	52.5%		
<u>Personal Harbor</u>			
Actual Cost	\$7,033.35		

(continued)

Item 6: (Cont'd)

Item	Description	Discount (Total List Purchase)	
	Multi-Purpose Seating		
	Styles	<u>Standard Delivery only</u>	
	460, 470, 472,	\$270-\$67,567	63.0%
	473, 475, Max.	\$67,568-\$135,135	63.2%
	Stacker	\$135,136-\$202,702	63.3%
		\$202,703 and up	63.5%
	421, 422, 423,	\$270-\$78,125	68.0%
	433, 453, 454,	\$78,126-\$156,250	68.2%
	457, 458, 474 &	\$156,251-\$234,375	68.3%
	Drive	\$234,376 and up	68.5%
	Gentry,	\$250-\$62,500	60.0%
	England, Deja,	\$62,501-\$125,000	60.2%
	Belmont,	\$125,001-\$187,500	60.4%
	Alcove,	\$187,501 and up	60.6%
	Alerion, Ascot,		
	Masque,		
	Decorum,		
	Theorem,		
	Collaboration,		
	Glendale,		
	Interval, Topez		
	Turnstone	\$250-\$62,500	60.0%
	Springboard	\$62,501-\$125,000	60.2%
		\$125,001-\$187,500	60.4%
		\$187,501 and up	60.6%
	Vecta Seating,	\$212-\$53,191	53.0%
	4 o'clock,	\$53,192-\$94,339	53.2%
	Hampton II,	\$94,340-\$159,574	53.4%
	Kelly, 61, RAF,	\$159,575 and up	53.7%
	Bira Indy.		

Guaranteed Delivery (in calendar days A/R/O)

Avener, 900, context and Details: Standard: 90
Quick Ship: 30

ADP: Standard: 60
Quick Ship: 30

Filing and Storage: Standard: 90
Quick Ship: 30

Multi Purpose Seating: Standard: 60
Quick Ship: Not Available

Price additional for point of use delivery of with dealer installation of System 4% of list.

Price list designation is #148

Orders should be made out to Steelcase c/o the appropriate authorized dealer as listed below and mailed to the authorized dealer.

(continued)

Item 6: (Cont'd)

Payments are to be made to Steelcase and mailed to Steelcase Inc., P.O. box 99315, Chicago, IL 60693

AUTHORIZED DEALERS	COUNTIES
Business Environments by RAS, Inc. 1240 Central Avenue Albany, NY 12205-5307 Phone: 518/458-7922 Contact: Paul Brannigan Web Site: www.bebyras.com	Albany, Schenectady, Renesselaer, Saratoga, Columbia, Greene, Ulster, Orange, Sullivan, Dutchess, Delaware, Fulton, Montgomery, Schoharie, Warren, Washington, Hamilton
Hudson Bay Environments One Fordham Plaza Bronx, NY 10458 Phone: 718/933-3000 Contact: Mark Jozefowski Web Site: www.bebyras.com E-Mail: sales@hbeny.com	Queens, Westchester, Rockland, Bronx, New York, Richmond, Putnam, Kings
William H. Prentice Inc. 472 Franklin Street Buffalo, NY 14202-1302 Phone: 716/884-8452 Contact: Paul Murrett E-Mail: info@whprentice.com	Cattaragus, Chautaugua, Erie, Niagara, Orleans
Corning Office Interiors 19 Denison Parkway East Corning, NY 14830-2605 Phone: 607/936-4122 Contact: John Nary E-Mail: coi@stny.lrun.com	Steuben, Chemung, Schuyler, Allegany
Waldner's Business Environments 125 route 110 Farmingdale, NY 11735 Phone: 516/694-1522 Contact: Larry Gardner Web Site: www.waldners.com	NY City School Construction Authority, Govt. Offices in Nassau & Suffolk counties, Catholic Medical Center of Brooklyn & Queens Towns: Babylon, Brookhaven, East Hampton, Hempstead, Islip, North Hempstead, Oyster Bay, Smithtown, Southhampton
Dancker, Sellew & Douglas 53 Park Place, 11th Floor New York, NY 10007-2475 Phone: 212/619-7171 Contact: Larry Katz Web Site. www.dancker.com	State Insurance Fund., Catholic Medical Center of Brooklyn & Queens
Lockrow's Inc. 187 Margaret Street Plattsburgh, NY 12901-1891 Phone: 518/563-4900 Contact: Kurt Mowry	Clinton, Franklin, St. Lawrence, Essex

(continued)

Item 6: (Cont'd)

AUTHORIZED DEALERS	COUNTIES
Merkel Donohue 200 South Avenue Rochester, NY 14604-1807 Phone: 716/325-7696 Contact: John Donohue	Monroe, Genesee, Wyoming, Wayne, Ontario, Yates, Livingston
Steven's Office Interiors 1449 Erie Boulevard East Syracuse, NY 13210-1250 Phone: 315/479-5595 Contact: John Hope E-Mail: stevens@ppmail.appliedtheory.com	Oneida, Herkimer, Lewis, Otsego, Jefferson, Broome, Chenango, Cayuga, Tomkins, Seneca, Onondaga, Oswego, Madison, Tioga, Cortland
E & I Cooperative 450 Wireless Boulevard Hauppauge, NY 11788 Phone: 516/273-7900 Phone: 1/800/283-2634 Contact: Bob Belknap & Andrea Wasser Web Site: www.eandi.edu	All E & I Accounts in the State of New York

CONTRACTOR, ITEM 6: STEELCASE

REQUEST FOR CHANGE:

Any request by the agency or contractor regarding changes in any part of the contract must be made in writing to the Office of General Services, Procurement Services Group, prior to effectuation.

CONTRACT PAYMENTS:

Payments cannot be processed by State facilities until the contract items have been delivered in satisfactory condition. Payment will be based on any invoice used in the supplier's normal course of business. However, such invoice must contain sufficient data including but not limited to Contract No., description of material, quantity, unit and price per unit as well as Federal Identification Number.

State facilities are required to forward properly completed vouchers to the Office of the State Comptroller for audit and payment. All facilities are urged to process every completed voucher expeditiously giving particular attention to those involving cash discounts.

If the contract terms indicate political subdivisions and others authorized by law are allowed to participate, they are required to make payments directly to the contractor. Prior to processing such payment the contractor may be required to complete the ordering non-State agency's own voucher form.

WAGE RATES:

It is incumbent upon the contractor(s) to pay the prevailing rate of wages as established by the New York State Department of Labor at the time of installation. Rates in effect at the time of the bid opening were contained in the bid documents for this contract award.

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PUBLIC OFFICERS LAW:

All contractors and contractor employees must be aware of and comply with the requirements of the New York State Public Officers Law, all other appropriate provisions of New York State Law and all resultant codes, rules and regulations from State laws establishing the standards for business and professional activities of State employees and governing the conduct of employees of firms, associations and corporations in business with the State. In signing the bid, each contractor has guaranteed knowledge and full compliance with those provisions for this and any other dealings, transactions, sales, contracts, services, offers, relationships, etc. involving the State and/or State employees. Failure to comply with those provisions may result in cancellation of contract, disqualification from the bidding process and in other civil or criminal proceedings as required by law.

NOTE TO CONTRACTOR:

In the event a specified manufacturer's commodity listed in the Contract Award Notification becomes unavailable or cannot be supplied to the State by the contractor for any reason (except as provided for in the Savings Clause of the General Specification) a product deemed by the Office of General Services to be equal to or better than the specified commodity must be substituted by the contractor at no additional cost or expense to the State.

PREFERRED SOURCE ITEMS:

Some items in this contract may be available from one or more preferred sources. Agencies are reminded to comply with the statutory requirements under Section 162 of the State Finance Law and the guidelines issued by the State Procurement Council to afford first priority to products available from preferred sources which meet your form, function and utility.

Contractors are required to include this notice in all price lists and contract updates.

OVERLAPPING CONTRACT ITEMS:

Items available in this contract may also be available from other State contracts. Agencies should select the most cost effective procurement alternative that meets their program requirements and maintain a procurement record documenting the basis for this selection.

CONTRACT PERFORMANCE REPORTS:

A semi annual report of Contract Performance shall be submitted to the Office of General Services to the attention of the Purchasing Officer listed on the Front page beginning 6 months after the issue date. The report shall include but is not limited to the dollar values of purchases by State Agency and Non-State Agency. Further break downs that are available based on the manufacturers reporting capabilities will be included. Areas to be included are sizes of orders, percents of purchase from primary systems catalogue and support products catalogues. These additional report formats will be established prior to the first report due date by mutual agreement between OGS and the Contractor.

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**Office of General Services
PROCUREMENT SERVICES GROUP
Contract Performance Report**

Please take a moment to let us know how this contract award has measured up to your expectations. If reporting on more than one contractor or commodity, please make copies as needed. This office will use the information provided to take any necessary actions. **If necessary, a copy of this form should be provided to the product end user.**

Contractor: _____ Contract No. _____

Commodity provided (please identify): _____

	Excellent	Good	Acceptable	Unacceptable
• Commodity meets your needs				
• Commodity meets contract specifications				
• Pricing				

Contractor

	Excellent	Good	Acceptable	Unacceptable
• Timeliness of delivery				
• Completeness of order (fill rate)				
• Responsiveness to inquiries				
• Employee courtesy				
• Problem resolution				

Comments: _____

_____ (over)

Agency: _____ Prepared by: _____

Title: _____

Address: _____ Date: _____

Phone: _____

E-mail: _____

Please detach or photocopy this form & return by fax (518/474-5525) or mail to:

The Purchasing Officer listed on the front of this contract
OGS PROCUREMENT SERVICES GROUP
Corning 2nd Tower
Empire State Plaza
Albany, New York 12242
* * * * *

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