

April 26, 2021

Tangram Interiors
Attn: Ricky Wolter
9200 Sorensen Ave.
Santa Fe Springs, CA 90670

RE: BID 19/20-1273 FURNITURE: SYSTEMS AND STAND ALONE


Dear Mr. Wolter,

BID# 19/20-1273 Furniture: Systems and Stand Alone was awarded to Tangram Interiors on July 1, 2020 and expires on June 30, 2021. San Bernardino County Superintendent of Schools would like to exercise the (SECOND) one year option and renew the contract for year TWO (2) of the THREE (3) year optional agreement. All conditions of BID# 19/20-1273 will remain in effect for the 2021-2022 fiscal year.

Please confirm the extension of the agreement for the 2021-2022 fiscal year by signing below. A fully executed contract will be returned to you for your records upon acceptance of both parties. The San Bernardino County Superintendent of Schools looks forward to continuing our relationship with your company.


Signature _____ Date 5/3/21

Kevin Garcia, Program Manager
Procurement & Warehouse Services


Signature _____ Date 4.29.21

Vice President of Sales + Education
Title _____

Ricky Wolter
Tangram Interiors

NOTICE CALLING FOR BIDS

**FURNITURE: SYSTEMS AND STAND ALONE
BID NO. 19/20-1273**

BID DEADLINE: WEDNESDAY JUNE 3, 2020 2:00 P.M.

**PLACE OF OPENING: San Bernardino County SUPERINTENDENT of Schools
ATTN: Front Desk Receptionist
760 East Brier Drive
San Bernardino, CA 92408**

Notice is hereby given that the San Bernardino County Superintend of Schools hereafter called **SUPERINTENDENT**, will receive sealed bids up to, but not later than, the time fixed above for procuring furniture: new or refurbished, systems, stand alone and classroom furniture as required by the **SUPERINTENDENT**.

All bids shall be made on the bid form furnished by the **SUPERINTENDENT**.

Each bid must conform and be responsive to all pertinent Bidding and Contract Documents.

Bids shall remain open, valid and subject to acceptance anytime within ninety (90) days after the bid opening date and time unless otherwise stipulated.

The successful **VENDOR** may be required to furnish a Performance Bond in the amount at a level to be determined by the **SUPERINTENDENT**.

Sealed bids will be received by the Front Desk Receptionist, 760 East Brier Drive, San Bernardino, CA 92408, on or before the time and date stated above. Bids will remain sealed until the time and date stated. Bids must be sealed and clearly marked on the outside of the envelope in the lower left-hand corner "**BID ENCLOSED - #19/20-1273 Furniture: Systems and Stand Alone**"

No **VENDOR** may withdraw his bid for a period of 90 days after the date set for the opening thereof.

To request a copy of the Bid document, please contact Procurement Department at (909) 386-9508 or visit <http://www.sbcss.k12.ca.us/index.php/business-services/business-support-services/purchasing-contracts-warehouse/upcoming-bids>

ELECTRONIC SUBMISSION OF BIDS WILL NOT BE ACCEPTED.

Respectfully,

Katie M. Hylton, Program Manager
Procurement & Warehouse Services

Advertisement #1: 5/15/2020
Advertisement #2: 5/22/2020
Questions Due: 5/27/2020, 2:00 p.m.
Bids Due: 6/3/2020



**FURNITURE: SYSTEMS AND STAND ALONE
BID NO. 19/20-1273**

The San Bernardino County Superintendent of Schools (**SUPERINTENDENT**) is seeking a **VENDOR(s)** to supply furniture: new or refurbished, systems, stand alone and classroom furniture as per the requirements of the **SUPERINTENDENT**.

1. INSTRUCTIONS TO VENDORS

VENDORS shall conform to instructions provided in the bid document. All bids must be in a sealed envelope bearing the name and address of the **VENDOR** and must clearly state on the outside of the envelope in the lower left-hand corner "**BID ENCLOSED #19/20-1273 Furniture: Systems and Stand Alone**".

1.1 Delivery Address

San Bernardino Superintendent of Schools
Front Desk Receptionist
760 East Brier Drive
San Bernardino, CA 92408

1.2 Bid Opening

VENDORS must submit all required documents prior to the deadline. Bids received after the deadline will be deemed non-responsive as not meeting with statutory requirements. Bids are due to the Front Desk Receptionist at **2:00 p.m.** on **THURSDAY, MAY 7, 2020**. Bids will be **opened and read at 2:15 p.m. via Webex**. Please email katie.hylton@sbcss.net if you are interested in receiving an invitation and call in information for the virtual bid opening.

1.3 Erasures

Erasures and "whiteouts" are not permitted. Mistakes may be crossed out. Corrections will be noted in the margin and initialed in ink by the person signing the bid. Bids cannot be withdrawn or corrected after being opened. **SUPERINTENDENT** will not be responsible for errors or omissions on the part of **VENDORS** in making up their bids.

1.4 Withdrawal of Bids

Any **VENDOR** may withdraw their bid, by written request any time prior to the scheduled opening date and time. All bids received shall become the property of **SUPERINTENDENT**.

1.5 Bid Preparation Cost

Costs for preparing bid response and any other related material is the responsibility of the **VENDOR** and shall not be chargeable in any manner to **SUPERINTENDENT**.

1.6 Questions Regarding Bid

Questions should be reduced to writing and faxed or e-mailed to Amber Arias, Procurement Services at amber.arias@sbcss.net or (909) 386-9512.

1.7 Bid Content – All bids submitted shall include:

- Signature Page/Bid Form
- Non-Collusion Declaration
- Workers Compensation Certification
- Drug Free Workplace Certification
- Resellers Permit and/or manufacturer authorization letter

2.0 INTERPRETATION OF DOCUMENTS

Any interpretation or correction of the bid documents will be made only by addendum duly issued and a copy of such addendum will be delivered to each person receiving a set of the bid documents. No person is authorized to make any oral interpretation of any provision in the bid documents to any **VENDOR** and no **VENDOR** is authorized to rely on any such unauthorized oral interpretation.

Changes in, or additions to, the bid form, recapitulations of work bid upon, alternative proposals or any other modification of the bid form which is not specifically called for in the bid documents may result in **SUPERINTENDENT'S** rejection of the bids as not being responsive. No oral or telephonic modification of any bid submitted will be considered.

3.0 AWARD

SUPERINTENDENT reserves the right to reject any or all bids, or to waive any irregularities or informalities in any bids or in the bidding. The award, if made by **SUPERINTENDENT** may be to more than one **VENDOR** who meets all requested criteria, based on the needs of the **SUPERINTENDENT**.

4.0 VENDORS INTERESTED IN MORE THAN ONE BID

No person, firm or corporation shall be allowed to make, file or be interested in more than one bid for the same project unless alternate bids are specifically called for.

5.0 LENGTH OF CONTRACT

Length of contract shall be for a period of one (1) year with an option for up to two (2) additional one-year renewals in accordance with provisions contained in Education Code Section 17596.

6.0 PRICES

6.1 Prices shall remain firm for the entire term of the contract.

6.2 Bid is structured as a percentage off current manufacturer's list price with items to be ordered on an as needed basis.

6.3 Bid prices are to include shipping, F.O.B. San Bernardino County Superintendent of Schools, except when District's shipping destination is a radius of 100 or more miles from Bidder's distributing warehouse. Awarded **VENDOR** shall deliver and install all office furniture, classroom furniture, accessories, and sundries at no charge to the **SUPERINTENDENT**. Any additional installation charges (ie., stair carry, wall attachment, in-ground bench placement) must be disclosed in writing and approved at the time of purchase. No additional delivery or installation charges will be paid for by the **SUPERINTENDENT**.

7.0 TAXES

If under federal excise tax law, any transaction hereunder constitutes a sale on which a federal excise tax is imposed and the sale is exempt from such excise tax because it is a sale to a state or local government for its exclusive use, **SUPERINTENDENT** upon request will execute a certificate of exemption which will certify that **SUPERINTENDENT** is a political subdivision of the state for the purposes of such exemption and that the sale is for the exclusive use of **SUPERINTENDENT**. No excise tax for such materials shall be included in any bid price. California State Sales Tax should not be included in the **VENDOR's** quotation. Public school districts are exempt from Federal Excise Tax.

8.0 INVOICES AND PAYMENTS

Invoices shall be submitted under the same firm name as shown on the purchase order. Invoice format shall be approved by **SUPERINTENDENT'S** authorized representative. **SUPERINTENDENT** shall make payment for materials, supplies or equipment furnished under the purchase order within a reasonable and proper time after acceptance.

9.0 DELIVERY

Destination will be designated within the boundaries of the San Bernardino County Superintendent of Schools. Actual delivery dates should be coordinated with the **SUPERINTENDENT**. All shipments shall be accompanied by a packing slip. Purchase order number shall appear on all packing slips,

invoices, and packages. There shall be no minimum quantities required in order for the **SUPERINTENDENT** to place orders as needed. **Bid all items F.O.B., San Bernardino County Superintendent of School.** Destination will be designated within the boundaries of the San Bernardino County **SUPERINTENDENT** of Schools.

The right is reserved to reject and return at the risk and expense of the **VENDOR** such portions of any shipment which may be defective or fail to comply with specifications without invalidating the remainder of the order.

10.0 BRAND NAMES

This bid is a percentage off **VENDOR's** catalog pricing. **VENDOR** will provide a list of manufacturer's and/or manufacturer's products, with a percentage discount off of their current catalog pricing.

11.0 SAMPLES

Samples, when requested, must be furnished at no expense or obligation to **SUPERINTENDENT**. Samples should be plainly marked with **VENDOR** name, item number and description. The return of samples (if not destroyed in testing) shall be arranged by the **VENDOR** at no cost to **SUPERINTENDENT**.

In addition, any and all product tests performed by **SUPERINTENDENT** are, and will be, considered sufficient to meet the terms of this section.

12.0 RESOURCE CONSERVATION

SUPERINTENDENT is fully committed to providing a safe and healthy school or work environment for students, families and staff. **SUPERINTENDENT** will promote the conservation of resources through "Green Practices" and take a proactive and preventative approach in the areas of purchasing, new construction, maintenance and operations. A form for this purpose will be provided to the awarded **VENDOR(s)**.

13.0 QUANTITIES

SUPERINTENDENT does not guarantee quantities.

14.0 SAFETY REQUIREMENTS

All items proposed in response to this bid must conform with the Safety Order of the State of California, Division of Industrial Safety and CAL-OSHA regulations in effect at the time of bid. **VENDORs** receiving awards of items subject to Chapter 4 (Industrial Safety Orders) California Administrative Code, Title 8, Division of Industrial Relations, must submit to the Procurement Office of **SUPERINTENDENT**, Material Safety Data Sheets (MSDS) for those items, when requested.

15.0 HOLD HARMLESS

VENDOR agrees, at its own expense, cost and risk, to indemnify, defend, save and hold harmless **SUPERINTENDENT**, its agents, employees and officers against any and all personal injuries, damages, liabilities, costs, suits or expenses, including reasonable attorney's fees, arising out of any act or omission or the condition of any property owned or controlled by the **VENDOR** in the

performance of this contract. It is understood that employees of the **VENDOR** in its performance under this contract are not agents or employees of **SUPERINTENDENT**.

16.0 DEFAULT BY VENDOR

If the successful **VENDOR** fails or neglects to furnish and/or deliver the supplies at the prices quoted, or at the times and places agreed upon, or otherwise fails to comply with the terms, conditions and specifications of this bid document in its entirety, **SUPERINTENDENT** reserves the right to cancel existing orders of any items affected by such default; and procure the supplies from other sources and deduct from any unpaid balance due to the successful **VENDOR** or collect against his sureties. The price paid shall be considered the prevailing market price at the time such purchase is made.

17.0 ASSIGNMENT

VENDOR shall not assign this contract or any part thereof without prior written consent of **SUPERINTENDENT**. Any assignment of money to become due under this contract shall be subject to a prior lien for services rendered or materials supplied for performance of work called for under said contract by all persons, firms or corporations rendering such services or supplying such materials to the extent that claims are filed pursuant to the Code of Civil Procedure and the Government Code.

18.0 NOTICE OF TERMINATION

SUPERINTENDENT shall have the right, upon ten (10) days prior written notice to **VENDOR**, to terminate this Agreement at any time and without cause prior to complete delivery. Such termination shall be without any obligation or liability to **VENDOR** other than payment of outstanding invoices for products delivered prior to notice of termination.

Any notice from one party to the other under the contract shall be in writing and shall be dated and signed by party giving such notice or by duly authorized representative of such party and sent certified mail.

19.0 CLAIMS/DISPUTES

Claims, disputes, or other matters in question between the parties to the contract or breach thereof shall be subject to mediation under the auspices of a recognized, neutral third party professional mediation service, or other mediation method acceptable to both parties, prior to undertaking any legal action. The cost of the mediation services shall be borne equally by the parties.

20.0 OTHER AGENCIES: PIGGYBACK CLAUSE

Other public entities in the State of California may procure items off this bid under the same terms and conditions stated in the bid, pursuant to Public Contract Code Section 20118 and 20651 to 20659. Said public entities shall process their purchase orders and warrants directly to the successful **VENDOR** upon agreement by the public entity and the **VENDOR**.

21.0 SEVERABILITY

If any provision of the Agreement shall be unlawful, void, or for any reason, unenforceable, it shall be deemed severable from, and shall in no way effect the validity or enforceability of the remaining provisions of this Agreement, which shall remain valid and enforceable according to its term.

22.0 GOVERNING LAW

This Agreement shall be governed and interpreted in accordance with the laws of the State of California.

23.0 PROVISIONS REQUIRED BY LAW DEEMED INSERTED

Each and every provision of law and clause required by law to be inserted in this contract shall be deemed to be inserted herein and the contract shall be read and enforced as though it were included herein. If through mistake or otherwise any such provision is not inserted, or is not correctly inserted, then upon application of either party the contract shall forthwith be physically amended to make such insertion or correction.

24.0 AMENDMENTS

No amendment to this Agreement shall be effective unless it is in writing and signed by duly authorized representatives of both parties.

25.0 ENTIRE AGREEMENT

This Agreement contains all of the understandings between the parties with respect to the subject matter. Any prior agreements, representations, statements, negotiations or undertakings whether oral or written are superseded hereby. Nothing modifying the terms and conditions will be binding unless made in writing and agreed to by both parties.

26.0 EFFECT OF WAIVER

No term or provision shall be waived, and no breach excused, unless consent is in writing and signed by both parties. Any consent to waive or excuse shall not constitute consent or waiver of any other subsequent breach.

27.0 COVENANT AGAINST GRATUITIES

VENDOR warrants by signing hereon that no gratuities (in the form of entertainment, gifts, or otherwise) were offered or given by the **VENDOR** or any agent or representative of the **VENDOR**, to any officer or employee of **SUPERINTENDENT** with a view toward securing the contract or securing favorable treatment with respect to any determinations concerning the performance of the contract. For breach or violation of this warranty, **SUPERINTENDENT** shall have the right to terminate the contract, either in whole or in part. Any loss or damage sustained by **SUPERINTENDENT** in procuring on the open market any items which **VENDOR** agreed to supply shall be borne and paid for by the **VENDOR**. The rights and remedies of **SUPERINTENDENT** provided in the clause shall not be exclusive and are in addition to any other rights and remedies provided by law or under the contract.

28.0 PROTEST

VENDORs may protest the recommended award, provided the protest is in writing, contains the bid number and is delivered to the address listed for submission of bid documents, and submitted within five (5) calendar days of the date on which the bid was opened.

Grounds for a protest is that **SUPERINTENDENT** failed to follow the selection procedures and adhere to requirements specified in the RFB or any addenda or amendments; there has been a violation of conflict of interest as provided in California Government Code Section 87100 et. Seq.; or violation of any State or Federal law. Protests will not be accepted on any other grounds. All protests will be handled by a panel comprised of **SUPERINTENDENT** staff.

SUPERINTENDENT will consider only these specific issues addressed in the written protest. A written response will be directed to the protesting **VENDOR** within seven (7) calendar days of receipt of the protest, advising of the decision with regard to the protest and the basis for the decision.

29.0 NON-COLLUSION

Any efforts to restrain competition and the making of false sworn statements in connection with the submission of bids are unlawful. Public Contract Code 7106 requires all **VENDORs** to submit a non-collusion declaration. A form for this purpose is furnished with the bid documents.

30.0 PERFORMANCE BOND

Performance Bond may be required to be maintained during the life of the contract at the level to be determined by **SUPERINTENDENT**. A form for this purpose is furnished with the bid documents.

31.0 FINGERPRINTING REQUIREMENTS

This bid is subject to the provisions of Education Code Section 45125.1 and 45122.1. **VENDORs'** employees are required to submit fingerprints to the Department of Justice where an employee may come into contact with students at any site. The Department of Justice will ascertain whether the employee has a pending criminal proceeding for a violent or serious felony or has been convicted of a violent or serious felony as they are defined in Penal Code Sections 667.5c) and 1192.7c), respectively. **VENDOR** shall not permit an employee to come in contact with students until the Department of Justice has ascertained that the employee has not been convicted of a felony. **SUPERINTENDENT** may request the removal of an employee from a site at any time. Failure to comply with this provision may result in termination of the contract. Acknowledgment of the fingerprinting requirements is included in the bid documents as Certification Page 14.

32.0 PUBLIC LIABILITY AND PROPERTY DAMAGE INSURANCE

VENDOR shall take out and maintain during the life of the contract such public liability and property damage insurance as shall protect him and **SUPERINTENDENT** from all claims for property damage arising from operations under the contract.

All policies shall contain additional endorsements naming the **SUPERINTENDENT** and its officers, employees, agents and volunteers as additional insured with respect to liabilities arising out of the performance of services hereunder.

33.0 WARRANTY/QUALITY

VENDOR shall guarantee the product or service performed against all defects or failures of materials and workmanship for a minimum period of one (1) year from the actual delivery date.

34.0 PREVAILING WAGES

The assembly and delivery required in this bid will NOT generally require the payment of prevailing wage. If the **VENDOR** or **SUPERINTENDENT** determines that a service falls within the labor code section 1773 or SB 854, Prevailing wage labor may be deemed necessary. When prevailing wage labor is needed, a separate quote for said labor will be provided by the **VENDOR** at that time.

35.0 MANUFACTURER AUTHORIZED RESELLER DISTRIBUTOR

VENDORs must be either manufacturers or factory authorized resellers/distributors for brands they are bidding and must be able to show proof of information (submit with bid). The manufacturer's letter(s) shall indicate authorization to market, sell, distribute, warrant, or supply any product or service offered by the manufacturer through the **VENDOR** named in the bidding documents. If **VENDOR** is not an authorized dealer and is not in good financial standing, the line and/or catalog discount will not be awarded to the dealer and will result to the next lowest bidder whom is authorized to represent the specific manufacturer. The **SUPERINTENDENT** reserves the right to disqualify the entire bid of the dealer if they misrepresent pricing or falsely claim to be an authorized dealer.

36.0 UNFORESEEN CONDITIONS STORAGE

After an order is placed, an unforeseen circumstance could occur where the location for delivery is not clean, safe, or properly prepared to receive delivery (construction delays, force majeure, etc.). **SUPERINTENDENT** asks for the option to store the order in **VENDORs** bonded, insured warehouse facility no longer than 60 days.

37.0 REFUSE/DUNNAGE REMOVAL

No additional charges will be allowed for refuse/dunnage removal during delivery. **VENDOR** will be responsible for removing cardboard, packing materials, pallets, etc. offsite at no additional cost to **SUPERINTENDENT**.

SIGNATURE PAGE/BID FORM

(Please type or print)

The undersigned having carefully examined the Notice Calling for Bids, the Specifications, and all contract documents for the proposed furniture: new or refurbished, systems, stand-alone and classroom furniture bid the following:

ADDENDA: The undersigned has thoroughly examined any and all Addenda issued during the bid period and is thoroughly familiar with all contents thereof and acknowledges receipt of the following Addenda: (**VENDOR** to list all addenda).

Addendum No. ____	Date Received _____	Addendum No. ____	Date Received _____
Addendum No. ____	Date Received _____	Addendum No. ____	Date Received _____

BID AMOUNT: Please provide percentage discount and name of manufacturer below.

_____ % off _____ manufacturer's list price

_____ % off _____ manufacturer's list price

_____ % off _____ manufacturer's list price

_____ % off _____ manufacturer's list price

_____ % off _____ manufacturer's list price

_____ % off _____ manufacturer's list price

_____ * labor and installation fees

_____ * Stair carry fees

_____ * shipping costs (if over 100 miles from distribution warehouse)

YES _____ NO _____ * Unforeseen Conditions storage per 36.0

*** Required information – even if the answer is Zero (0), bidder must fill out all lines marked with an asterisk**

IF VENDOR CARRIES MORE LINES, PLEASE INDICATE MANUFACTURER NAME AND PERCENTAGE OFF THEIR PRODUCT AND ATTACH TO BID FORM.

COMPANY INFORMATION

Company Name: _____

Authorized Representative: _____
(Please type or print)

Company Address: _____

Telephone Number: (____) _____ Fax Number (____) _____

E-mail Address: _____

Authorized Representative's Signature: _____

Frequently Asked Questions (FAQ)

Q1. Section 6.3 states that the “Awarded vendor shall deliver and install all office furniture, classroom furniture, accessories, and sundries at no charge to the superintendent.” There is also a line for “Labor and Installation fees” on the Signature Page/Bid Form. Can you please clarify the purpose of the “Labor and Installation fees”?

A. **SUPERINTENDENT** may opt to purchase additional items from **VENDOR** that are not included in the awarded group of manufacturer’s products.

Also, Section 6.3 states “Bid prices are to include shipping, F.O.B. San Bernardino County Superintendent of Schools, except when District’s shipping destination is a radius of 100 or more miles from Bidder’s distributing warehouse. Awarded **VENDOR** shall deliver and install all office furniture, classroom furniture, accessories, and sundries at no charge to the **SUPERINTENDENT**. Any additional installation charges (ie., stair carry, wall attachment, in-ground bench placement) must be disclosed in writing and approved at the time of purchase. No additional delivery or installation charges will be paid for by the **SUPERINTENDENT**.”

Please notate on the bid form if there are any conditions where **VENDOR** may charge “Labor and Installation Fees”, and what those fees might entail (hourly rate, flat fee based on thresholds of dollar amount purchased, etc).

Q2. Section 34 states that when prevailing wage is required, a separate quote for the prevailing wage labor will be provided by the vendor at that time.

- Does this mean prevailing wage labor is considered separate from the “labor and installation fees” line on the Bid Signature Page?
- Will vendors be allowed to provide a quote for prevailing wage labor for each separate prevailing wage job at the time of the order? If so, should we note on the Signature Page/Bid Form that all prevailing wage labor will be quoted and provided to the purchaser at the time of purchase?

A. The “labor and installation fees” line on the Bid Signature Page refers to any additional labor charges for delivery as described in Question 1.

SUPERINTENDENT may purchase modular or cubicle furniture that would fall under prevailing wage labor requirements described in labor code sections 1773 or SB 854. In this circumstance, a quote will be requested of the **VENDOR** for prevailing wage labor, as described in Section **34.0 PREVAILING WAGES**. It is not necessary to note on the Signature Page/Bid Form that prevailing wage labor will be quoted/provided at time of purchase.

Q3. Will a Vendor’s answer to Section 36: Unforeseen Conditions Storage impact whether or not the manufacturer/bid is awarded to the vendor?

A. No

Q4. Please confirm if this is only a catalog bid or a catalog and line item bid.

A. This is only a catalog bid, with costs based on a percentage off current catalog pricing.

- Q5. Is a Manufacture able to submit a proposal and assign Authorized Resellers that would be able to Receive, Deliver and Invoice Purchase orders on our behalf? Currently we have several of our Resellers working with the San Bernardino County Superintendent of Schools and would like them all to be able to continue to offer their services.
- A. This bid is for authorized **VENDORs** to provide pricing based on a percentage of the manufacturer's list or catalog price. We would ask your resellers to provide a response to Bid 19/20-1273.
- Q6. The Bid #19/20-1273 Furniture: Systems and Stand Alone is due **June 3, 2020**. Can you confirm someone will be in office to accept the bid from UPS? If not, will you be able to accept an electronic copy of our submission?

With the current pandemics are you still requiring a bid to be dropped off in person?

- A. **SUPERINTENDENT's** buildings are open for business; however, the conference rooms are not open to gatherings of more than 10 people due to COVID 19 directives. Bids are due to the Front Desk Receptionist Wednesday, June 3, 2020 at 2:00 p.m., 760 East Brier Drive, San Bernardino, CA 92408. Bid delivery can be made in person; USPS, UPS, Fed Ex, and all other delivery service providers are making daily deliveries to this location. If you want to be a part of the virtual bid opening for Bid # 19/20-1273, please email katie.hylton@sbcss.net. You will be emailed call in information via Webex to hear and see the bid opening; the virtual bid opening **will begin at 2:15 p.m.** Wednesday, June 3, 2020.

NON-COLLUSION DECLARATION
(To Be Submitted with Bid)

The undersigned declares:

I am the _____ of _____, the party making the foregoing bid.

The Bid is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization or corporation. The Bid is genuine and not collusive or sham. The **VENDOR** has not directly or indirectly induced or solicited any other **VENDOR** to put in a false or sham bid. The **VENDOR** has not directly or indirectly colluded, conspired, connived or agreed with any **VENDOR** or anyone else to put in a sham bid, or to refrain from bidding. The **VENDOR** has not in any manner, directly or indirectly, sought by agreement, communication or conference with anyone to fix the bid price of the **VENDOR** or any other **VENDOR**, or to fix any overhead, profit or cost element of the bid price, or of that of any other **VENDOR**. All statements contained in the bid are true. The **VENDOR** has not, directly or indirectly, submitted his or her bid price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, to any corporation, partnership, company, association, organization, bid depository, or to any member or agent thereof, to effectuate a collusive or sham bid, and has not paid, and will not pay, any person or entity for such purpose.

Any person executing this declaration on behalf of a **VENDOR** that is a corporation, partnership, joint venture, limited liability company, limited liability partnership, or any other entity, hereby represents that he or she has full power to execute, and does execute, this declaration on behalf of the **VENDOR**.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct and that this declaration is executed on:

_____, at _____, _____ (date)
(city) (state)

X _____

WORKERS' COMPENSATION CERTIFICATION
(To Be Submitted with Bid)

Labor Code Section 3700:

Every employer except the State shall secure the payment of compensation in one or more of the following ways:

- (a) By being insured against liability to pay compensation in one or more insurers duly authorized to write compensation insurance in the State.
- (b) By securing from the Director of Industrial Relations a certificate of consent to self-insure, which may be given upon furnishing proof satisfactory to the Director of Industrial Relations of ability to self-insure and to pay any compensation that may become due to his employees.

I am aware of the provisions of Section 3700 of the Labor Code which require every employer to be insured against liability for worker's compensation or to undertake self-insurance in accordance with the provisions of that code, and I will comply with such provisions before commencing the performance of the work of this contract.

Date: _____

VENDOR

By: _____

Signature

(In accordance with Article 5 (commencing at Section 1860), Chapter 1, Part 7, Division 2 of the Labor code, the above certificate must be signed and filed with the awarding body prior to performing any work under this contract.)

CERTIFICATE REGARDING DRUG-FREE WORKPLACE
(To Be Submitted with Bid)

This Drug-Free Workplace Certification form is required from all successful **VENDORS** pursuant to the requirements mandated by Government Code Section 8350 et seq., the Drug-Free Workplace Act of 1990 requires that every person or organization awarded a contract or grant for the procurement of any property or service from any State agency must certify that it will provide a drug-free workplace by doing certain specified acts. In addition, the Act provides that each contract or grant awarded by a State agency may be subject to suspension of payments or termination of the contract or grant, and the contractor or grantee may be subject to debarment from future contracting, if the contracting agency determines that specified acts have occurred.

Pursuant to Government Code Section 8355, every person or organization awarded a contract or grant from a State agency shall certify that it will provide a drug-free workplace by doing all of the following:

- a) publishing a statement notifying employees that the unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance is prohibited in the person's or organization's workplace and specifying actions which will be taken against employees for violations of the prohibition;
- b) establishing a drug-free awareness program to inform employees about all of the following
 - 1) the dangers of drug abuse in the workplace;
 - 2) the person's or organization's policy of maintaining a drug-free workplace;
 - 3) the availability of drug counseling, rehabilitation and employee-assistance programs;
 - 4) the penalties that may be imposed upon employees for drug abuse violations.
- c) requiring that each employee engaged in the performance of the contract or grant be given a copy of the statement required by subdivision (1) and that, as a condition of employment on the contract or grant, the employee agrees to abide by the terms of the statement.

I, the undersigned, agree to fulfill the terms and requirements of Government Code Section 8355 listed above and will publish a statement notifying employees concerning (a) the prohibition of controlled substances at the workplace, (b) establishing a drug-free awareness program, and (c) requiring that each employee engaged in the performance of the contract be given a copy of the statement required by Section 8355(a) and requiring that the employee agrees to abide by the terms of that statement.

I also understand that if the SUPERINTENDENT determines that I have either (a) made a false certification herein, or (b) violated this certification by failing to carry out the requirements of Section 8355, that the contract awarded herein is subject to termination, suspension of payments, or both. I further understand that, should I violate the terms of the Drug-Free Workplace Act of 1990, I may be subject to debarment in accordance with the requirements of Section 8350 et. seq.

I acknowledge that I am aware of the provisions of Government Code Section 8350 et. seq., and hereby certify that I will adhere to the requirements of the Drug-Free Workplace Act of 1990.

Date:

Signature, Vendor

PERFORMANCE BOND

KNOW ALL MEN BY THESE PRESENTS: That WHEREAS, the San Bernardino County SUPERINTENDENT of Schools identified as "SUPERINTENDENT", has given to _____ hereinafter designated as the "Principal", a Notice of Intent to Award Contract for the work described as follows:

**FURNITURE: SYSTEMS AND STAND ALONE
BID NO. 19/20-1273**

WHEREAS, said Principal is required under the terms of said Notice to furnish a Bond for the faithful performance of such Notice.

NOW THEREFORE, we, the Principal and _____ as Surety, an admitted Surety insurer pursuant to Code of Civil Procedure, Section 995.120, legally doing business in California at _____, are held and

firmly bound unto the SUPERINTENDENT, in the sum of _____ DOLLARS (\$ _____), lawful money of the United States of America, for the payment of which sum well and truly to be made, we bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

THE CONDITION OF THIS OBLIGATION IS SUCH that if the above bound Principal, his or its heirs, executors, administrators, successors or assigns, shall in all things stand to and abide by and will and truly keep and perform, the covenants, conditions and agreements as defined in the said contract and any alteration thereof made as therein provided, on his or their part, to be kept and performed at the times and in the manner therein specified, and in all respects according to their true intent and meaning, and shall indemnify and save harmless the SUPERINTENDENT, its officers and agents, as therein stipulated, then this obligation shall become null and void, otherwise, it shall be and remain in full force and virtue.

As a condition precedent to the satisfactory completion of the Contract, the above obligation shall hold good for a period of one (1) year after the acceptance of the Work by SUPERINTENDENT, during which time if Principal shall fail to make full, complete, and satisfactory repair and replacements and totally protect the SUPERINTENDENT from loss or damage made evident during the period of one (1) year from the date of acceptance of the Work, and resulting from or caused by defective materials or faulty workmanship, the above obligation in penal sum thereof shall remain in full force and effect. However, nothing in this paragraph shall limit the obligation of the surety and the obligation of the Surety shall continue so long as any obligation of Principal remains.

And the said surety, for value received, hereby stipulates and agrees that no change, extension of time, alteration or addition to the terms of the Contract or to the work to be performed thereunder, or the specifications accompanying the same, shall in any way affect its obligation on this bond, and it does hereby waive notice of any such change, extension of time, alteration or addition to the terms of the Contract, or to the work, or to the Specifications.

In the event suit is brought upon this bond by the SUPERINTENDENT and judgment is recovered, the Surety shall pay all costs incurred by the SUPERINTENDENT in such suit, including a reasonable attorneys' fee to be fixed by the court.

IN WITNESS WHEREOF, this instrument has been duly executed by the Principal and Surety above named, on the _____ day of _____, 2020.

(Corporate Seal) PRINCIPAL _____
BY _____
TYPED/PRINTED NAME _____

(Corporate Seal) TITLE _____
SURETY _____
BY _____

(Attach Attorney-in Fact Certificate)
TYPED/PRINTED NAME _____
TITLE _____

CONTRACTOR CERTIFICATION REGARDING BACKGROUND CHECKS

I understand and will comply with fingerprinting requirements as per Education Code Section 45125.1, 45215.2 and 45122.1

_____, certifies that it has performed one of the following:
(Company Name)

Pursuant to Education Code Section 45125.1, VENDOR has conducted criminal background checks, through the California Department of Justice, of all employees providing services to the San Bernardino County Superintendent of Schools, pursuant to the agreement number _____, and that none have been convicted of serious or violent felonies, as specified in Penal Code Sections 1192.7(c) and 667.5(c) respectively.

OR

Pursuant to Education Code Section 45125.2, VENDOR will ensure the safety of pupils by one or more of the following methods:

The installation of a physical barrier at the worksite to limit contact with pupils.

Continual supervision and monitoring of all employees of the entity by an employee of the entity whom the Department of Justice has ascertained has not been convicted of a violent or serious felony.

I declare under penalty of perjury under the laws of the United States that the foregoing is true and correct.

Printed Name

Authorized Signature

Date

Ki Contract Pricing

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All Terrain® Bins All Terrain® Markerboards All Terrain® Screens Flat Screen Support System Isle Power Tower Parsec Desktop Lights					
All folding Tables Folding Tables	42	46	49	50	>= Tier 4
Premier® Heritage™ Emissary® DuraLite® Value® ValueLite® Storage & Accessories					
All Tables Contract Tables	42	46	49	50	>= Tier 4
Athens® Barron® DataLink® Multipurpose Enlite™ Hurry Up!® Inquire® Portico™ Synthesis® Trek® Venue®					
Folding Chair Folding Table and Chairs	42	46	49	50	>= Tier 4
Pirouette Tables Pirouette Tables	42	46	49	50	>= Tier 4
Serenade Conference Serenade Conference	42	46	49	50	>= Tier 4
Workzone Workzone Desking	42	46	49	50	>= Tier 4
Auditorium /Fixed Seating & Tables					
Fixed Seating and Tables	50	50	50	50	>= Tier 4
Hi5 Spectator Seating	50	50	50	50	>= Tier 4
Concerto Auditorium Seating	50	50	50	50	>= Tier 4
Lancaster Auditorium Seating	50	50	50	50	>= Tier 4
*Architectural products are not quoted with installation and transportation charges.					
*Installation and Transportation charges are quoted on a project basis.					
Demountable Walls					
*Architectural products are not quoted with installation and transportation charges.					
Lightline & Genius	42	46	49	50	>= Tier 4
*Installation and Transportation charges are quoted on a project basis.					
Residence Hall					
Roomscape Residence Hall	42	46	49	50	>= Tier 4
Healthcare					
Healthcare Healthcare	42	46	49	50	>= Tier 4
Flex LaResta Day Bed Perth Rose Solstice Three					
Dante Casegoods Dante Casegoods	42	46	49	50	>= Tier 4
Freestanding Classroom and School Furniture					
*** ALL CLASSROOM PRODUCT MUST BE QUOTED AS "CARTONED" TO THE END USER***					
All Classroom Collection Classroom Collection	32.5	40.5	43	44	>= Tier 4
Intellect® Classroom Furniture Ivy League® Classroom Furniture					
Intellect Wave Classroom Collection	32.5	40.5	43	44	>= Tier 4
All Classroom Ped. Stools & Chairs, & Combination Desks Classroom Collection	22.5	31.5	36	37.5	>= Tier 4
Ruckus Ruckus Collection	22.5	31.5	36	37.5	
360® Classroom Furniture Classroom Collection	41	45	48	49	>= Tier 4
KI Instruct Teaching Stations Classroom Collection	41	45	48	49	>= Tier 4
Learn2 Learn2 Seating	41	45	48	49	>= Tier 4
All Classroom Tables and Seating Classroom Table and Chairs	41	45	48	49	>= Tier 4
Activity Tables Intellect® Activity Tables 1000 Series Chairs					

Laptop Garage	Powered Tables	42	46	49	50	>= Tier 4
Connection Zone	Connection Zone	42	46	49	50	>= Tier 4
Inquire	Contract Tables	42	46	49	50	>= Tier 4
Trellis	Trellis System	42	46	49	50	>= Tier 4
WorkUp	Workup	42	46	49	50	>= Tier 4
Toggle	Toggle Table	42	46	49	50	>= Tier 4
Backbone	Backbone	42	46	49	50	>= Tier 4
Pillar	Pillar	42	46	49	50	>= Tier 5
Systems/Modular Furniture						
700 Series Desks	700 Series Desking System	42	46	49	50	>= Tier 4
Genesis	Genesis	42	46	49	50	>= Tier 4
True Desking	True Desking	42	46	49	50	>= Tier 4
Aristotle	Aristotle Casegoods	42	46	49	50	>= Tier 4
Darwin	Veneer Casegoods	42	46	49	50	>= Tier 4
System3000	System 3000	42	46	49	50	>= Tier 4
Unite Systems	Unite Systems	42	46	49	50	>= Tier 4
WireWorks	WireWorks Panel System	42	46	49	50	>= Tier 4
Wharton Lectern	Powered Tables	42	46	49	50	>= Tier 4
Library Furniture						
Sway Collection		42	46	49	50	>= Tier 4
Crossroads	Crossroads	42	46	49	50	>= Tier 4
Occasional Tables	Occasional Tables	42	46	49	50	>= Tier 4
Flex™						
Rado™						
Solstice®						
Lobby and Lounge Furniture	Lobby & Lounge Seating	42	46	49	50	>= Tier 4
Arissa®						
Cody™						
Hancock Benches						
Hub™						
Jessa™						
Lyra®						
Mesa™						
Neena Benches						
Relax™						
Sela™						
Solstice®						
Tea Cup™						
Three Benches						
MyPlace	MyPlace	42	46	49	50	>= Tier 4
Cafeteria Furniture						
All Folding Tables	Folding tables	42	46	49	50	>= Tier 4
Premier®						
Heritage™						
Emissary® DuraLite®						
Value®						
ValueLite®						
Storage & Accessories						
Uniframe	Folding tables	34	37	39	41	>= Tier 4
Convertible Benches	Folding tables	34	37	39	41	>= Tier 4
CafeWay Cafeteria Tables	CafeWay Cafeteria Tables	34	37	39	41	>= Tier 4
Site Furnishings	Site Furnishings	42	46	49	50	>= Tier 4
Logix® System						
Promenade® Seating System						
Reclaim Recycling Containers and Centers						
Early Childhood Furniture						
Oxford Activity Tables	Classroom Tables and Chairs	42	46	49	50	>= Tier 4
* Also see Freestanding Classroom furniture	Classroom Collection					
Audio Visual Furniture						
Trek Tables	Contract Tables	42	46	49	50	>= Tier 4
All Terrain Screens	Accessories	42	46	49	50	>= Tier 4
Training Furniture						
KI Instruct	Classroom Collection	42	46	49	50	>= Tier 4
600,700,800 Series Stools	Folding chairs and Stools	42	46	49	50	>= Tier 4
Stools	Task Seating	42	46	49	50	>= Tier 4
Apply Task Stool						
Engage Task Stool						
Grazie Task Stool						
Impress Task Stool						
Impress Ultra Task Stool						
Kismet Task Stool						
Sift Task Stool						
Strive Task Stool						
Torsion Air Task Stool						
Torsion Task Stool						
Inquire Tables	Contract Tables	42	46	49	50	>= Tier 4
Intellect Activity Tables	Classroom Tables and Chairs	42	46	49	50	>= Tier 4
Oxford Activity Tables	Classroom Tables and Chairs	42	46	49	50	>= Tier 4
Educational Office Furniture						
Accessories	Accessories	42	46	49	50	>= Tier 4

Ki Contract Pricing

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Zone 5 - Furniture 031715-KII 08/02/17		Tier 1	Tier 2	Tier 3	Tier 4	Tier 5
Product Line	Price List	Delv/Tailgate \$0 - \$15K	Delv/Tailgate \$15,001 - \$50K	Delv/Tailgate \$50,001 - \$100K	Delv/Tailgate \$100,001 - \$200K	Delv/Tailgate \$200,001 - above
Seating						
All Stack and Guest Seating	Stack and Guest Seating	42	46	49	50	>= Tier 4
AerDyn						
Apply™						
Bantam™						
Dorsal® and Doni						
Grazie						
Maestro®						
Matrix®						
Opt4™						
Perry®						
Piretti Stack						
Rapture®						
Silhouette®						
Strive®						
Strive® High-density Stack						
Torsion® on the Go®						
Torsion®						
Torsion Air®						
Versa®						
Versa® Junior						
Versa® XL						
Xylon®						
All Task Seating	Task Seating	42	46	49	50	>= Tier 4
Altus™						
Apply™						
Avail®						
Cinturon™ Task						
Engage®						
Grazie						
Impress®						
Impress® Ultra						
Kismet® Mesa™ Task						
Pilot						
Sift						
Strive® Task						
Torsion® Task						
Torsion Air® Task						
All Lobby & Lounge Seating	Lobby & Lounge Seating	42	46	49	50	>= Tier 4
Arisa®						
Cody™						
Hancock Benches						
Hub™						
Jessa™						
Lyra® Mesa™						
Neena Benches						
Relax™						
Sela™						
Solstice®						
Tea Cup™						
Three Benches						
MyWay	MyWay Lounge Collection	42	46	49	50	>= Tier 4
Blu Sky	Blu Sky Collection	42	46	49	50	>= Tier 4
Solstice Metal	Solstice Metal Collection	42	46	49	50	>= Tier 4
Affina	Affina Collection	42	46	49	50	>= Tier 4
Folding Chairs and Stools	Folding Chairs & Stools	42	46	49	50	>= Tier 4
100 Series						
300 Series						
700 Series®						
Auditorium						
Design Line						
DuraMesh®						
Folding Chairs 05						
Front Row Seats®						
Novite						
Storage & Accessories						
Multiple Seating	Multiple Seating	42	46	49	50	>= Tier 4
Dorsal® Operational Tandem						
Flex™						
GateOne®						
Perth® Piretti Torsion® Tandem						
Solstice®						
Strive® Tandem						
Three®						
Storage						
700 Series	700 Series Files and Storage	42	46	49	50	>= Tier 4
All Terrain Storage	All Terrain Files and Storage	42	46	49	50	>= Tier 4
U-Series Storage	U-Series	42	46	49	50	>= Tier 4
Technology Support furniture						
Workzone	Workzone Desking	42	46	49	50	>= Tier 4
All Powered Tables	Powered Tables	42	46	49	50	>= Tier 4
Activ®						
DataLink®						
Flat Screen Garage®						
InTandem®						
Smart Lift™						
Workzone Accessories						

Norva Nivel Contract Pricing

Norva Nivel Project Pricing

51% off List price for all orders

\$250 flat fee for all orders of \$5000 List and lower

8% x List price for all orders over \$5000 List. For all orders, if lift gate delivery is required, please add \$100 to the freight cost.

For all orders, if inside delivery is required, please add \$100 to the freight cost. (separate from the lift gate charge)

We use premium carriers, which accounts for the premium rate.

MIEN Contract Pricing

MIEN Project Pricing

32% off List price for all orders below 5K

51% off List price for all order over 5K.

\$250 flat fee for all orders of \$5000 List and lower

8% x List price for all orders over \$5000 List. For all orders, if lift gate delivery is required, please add \$100 to the freight cost.

For all orders, if inside delivery is required, please add \$100 to the freight cost. (separate from the lift gate charge)

We use premium carriers, which accounts for the premium rate.

Steelcase Contract Pricing

PRODUCTS AND PRICING (continued)

DEALER SERVICES AND RATES (continued)

SERVICE FEES	RATES
MAINTENANCE/REPAIR/REFURBISHING	
Maintenance* - Servicing accessories: locks, chairs, keyboards, monitor arms, etc. <i>*Added Terms may apply, minimums, after hours, Sundays, holidays, etc.</i>	\$80.00/hr. Std. Straight Time \$120.00 hr. Time & Half \$160.00 hr. Double-time
Maintenance* - Repair, Refinishing, Touch up, trim repainting; laminate trim edge repairs <i>*Added Terms may apply, minimums, after hours, Sundays, holidays, etc.</i>	\$80.00-\$130.00 hour Std. Straight Time Plus Travel
Fabric Cleaning*: seating and panel <i>*Added Terms may apply, minimums, after hours, Sundays, holidays, etc.</i>	\$35.00 each piece* Plus Travel
Seating fabric-guarding* (task, desk, and side chairs) <i>*Added Terms may apply, minimums, after hours, Sundays, holidays, etc.</i>	\$35.00 per chair* Plus Travel
Leather Seating Upholstery Cleaning	Quoted to scope
MISCELLANEOUS	
Supplier Personnel travel expenses	Member's Prior Approval
Disposal/Recycling	Quoted to scope

Travel expenses will be quoted extra.

Additional Services

Rates submitted for services are ceiling-based rates which will vary based on pricing variables such as varying site conditions, hours of installation, size of projects, and other factors. These rates are ceiling-based, and therefore we encourage Sourcewell Members to negotiate lower rates for these services on a project-by-project basis with authorized Steelcase Dealers, when more specific project information is known.

Union or Prevailing Wage

Where applicable, servicing Dealers will abide by union or prevailing wage rates and quote accordingly.

Customer Own Material ("COM")

Customer Own Material ("COM") includes fabric, laminates, and non-contracted ancillary products. COMs are allowed and may include an associated dealer mark-up and in some cases a freight charge, depending on the COM selected by the Member. COM mark-up will have a 35% ceiling.

Additional Charges May Apply For:

- Orders of an aggregate unit quantity, example of 1 - 10 chairs, desks, files, peds, etc. - CB \$300 fee per delivery.
- Major Metro Markets and any non-ground floor installation: CB 1% - 3.5% of list product value
 - Major Metro Markets include large population centers and urban environments.
- Installation in a clinical medical environment: CB 1% - 3.5% of list product value
- Special restrictions or limits established by local laws, ordinances, or the directions of the Member, including yet not limited to restrictions on transportations of materials, street access to the job site and or dock facilities: CB 1% - 3.5% of list product value
- Installations outside normal service area, which is typically a 25-mile radius of the servicing dealer: CB 2% of list product value.
- Local Prevailing Wage and or Union Labor Rates
- Any additional charges shall be quoted by the dealer and approved by the Member prior to performance of the work.
- "CB" Ceiling Based

PRODUCTS AND PRICING (continued)

DEALER SERVICES AND RATES

The rates below are subject to periodic rate increases, subject to prior written notification from Steelcase. Other terms may apply due to specific scope and will be quoted by the Dealer on a case-by-case basis. Rates are ceiling-based rates.

SERVICE FEES	RATES
UNION/PREVAILING WAGE INSTALLATION/REPAIR/DELIVERY	
Standard Straight Time, per hour*	Per Local Rates
Time and Half, per hour*	Per Local Rates
Double Time, per hour*	Per Local Rates
<i>*Added Terms may apply, minimums, after hours, Sundays, holidays, etc.</i>	
NON-UNION WAGE INSTALLATION/REPAIR/DELIVERY	
Standard Straight Time, per hour*	\$80.00
Time and Half, per hour*	\$120.00
Double Time, per hour*	\$160.00
<i>*Added Terms may apply, minimums, after hours, Sundays, holidays, etc.</i>	
PROJECT MANAGEMENT/COORDINATION & DESIGN SERVICES	
Project Management/Coordination, per hour	\$100.00
Field Verifications	\$90.00 per hour
Floor Core locations	
Inventory of existing product in field	
Coordination of electrical	
Design Programming with schematic design	
Space Planning	
Occupancy Planning/CAD Drafter	
Test Fits	
Accessorizing	
Architectural Finish Selection	
Strategic Planning Services	\$150.00
Reconfiguration of existing product with or without new product	\$125.00
Furniture Renderings: depending on type requested	\$150 to \$600 each
Virtual Reality Simulation	Quoted to scope
WAREHOUSE & ASSET MANAGEMENT	
Storage	\$5 per cubic ft per month
Asset Management	\$90.00 per hour
Long Term Asset Management of products (per separate Agreement)	Quoted to scope
Ins and Outs	
On-Site Asset Management	
MOVE MANAGEMENT	
Decommissioning Services	Quoted to scope
Move Management Services	

Steelcase Contract Pricing

Steelcase Products

Price List / Order Size (in CAD/USD)

Discounts off List

	Drop Ship		
	\$1 - \$50,000 List	\$50,001 - \$150,000 List	\$150,001 list and above
Service Parts Coalesse	35.00%	35.00%	35.00% or more*
Carl Hansen Seating/Tables	45.00%	47.00%	47.00% or more*
Hosu Lounge Seating	48.00%	50.00%	50.00% or more*
Lagunitas	48.00%	50.00%	50.00% or more*
Balance of Coalesse (other than Exceptions below)	48.42%	50.00%	50.00% or more*
Lessthanfive	48.42%	50.00%	50.00% or more*
Massaud Collection	48.42%	50.00%	50.00% or more*
Massaud Conference Collect	48.42%	50.00%	50.00% or more*
Montara650	48.42%	50.00%	50.00% or more*
Potrero415	48.42%	50.00%	50.00% or more*
Balance of Orangebox Acoustic Pods (other than Exceptions below)	42.75%	44.25%	44.25% or more*
Balance of Orangebox Other (other than Exceptions below)	42.75%	45.00%	45.00% or more*
Flow	40.00%	41.00%	41.00% or more*
Motif	40.00%	41.00%	41.00% or more*
Sans	40.00%	41.00%	41.00% or more*
Balance of Polyvision by Designtex (other than Exceptions below)	41.56%	44.21%	44.21% or more*
Service Parts Steel	35.00%	35.00%	35.00% or more*
Brody Lounge Seating	43.00%	45.00%	45.00% or more*
Thread Floor Power System	43.00%	44.00%	44.00% or more*
media:scape	44.00%	45.00%	45.00% or more*
media:scape Lounge	44.00%	45.00%	45.00% or more*
Sylvi Lounge	44.38%	46.95%	46.95% or more*
Umami	45.00%	47.00%	47.00% or more*
B Free - Furniture	46.00%	48.00%	48.00% or more*
B Free - Seating	46.00%	48.00%	48.00% or more*
c:scape	46.00%	51.23%	51.23% or more*
Flex	47.00%	51.95%	51.95% or more*
Flex Had	47.00%	51.95%	51.95% or more*

Steelcase Contract Pricing

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Steelcase Products

Price List / Order Size (in CAD/USD)

Discounts off List

Drop Ship

	\$1 - \$50,000 List	\$50,001 - \$150,000 List	\$150,001 list and above
Universal Wardrobe Cabinets	57.93%	60.84%	60.84% or more*
Universal Workstation Verticals	57.93%	60.84%	60.84% or more*
Universal Storage Acc.	57.93%	60.84%	60.84% or more*
200 Series Laterals	58.00%	62.00%	62.00% or more*
Adj Tables - Airtouch	58.00%	62.00%	62.00% or more*
Montage	58.00%	62.00%	62.00% or more*
Duo Storage for Answer	58.00%	63.25%	63.25% or more*
Univ System WKSF-Wood	58.00%	63.25%	63.25% or more*
Duo Storage for Montage	58.51%	60.50%	60.50% or more*
Duo Storage for Post & B	58.51%	60.50%	60.50% or more*
462 Leap	58.75%	59.75%	59.75% or more*
Kick	59.00%	62.00%	62.00% or more*
Kick Freestanding Casegoods	59.00%	62.00%	62.00% or more*
Avenir	60.00%	62.00%	62.00% or more*
TS Laterals	60.12%	62.38%	62.38% or more*
Answer Beam	61.00%	63.03%	63.03% or more*
Answer Fence	61.00%	63.03%	63.03% or more*
Standard Lighting	61.00%	64.50%	64.50% or more*
Utility Lighting	61.00%	64.50%	64.50% or more*
453 Criterion	61.00%	62.00%	62.00% or more*
Answer	61.00%	63.03%	63.03% or more*
Answer Freestanding Desking	61.00%	63.03%	63.03% or more*
Univ ITC/OTC Bins/Shelves	61.00%	63.03%	63.03% or more*
Univ Pedestals	61.00%	63.03%	63.03% or more*
Universal System Screens	61.00%	63.03%	63.03% or more*
Universal System Worksurface	61.00%	63.03%	63.03% or more*
Universal Tables	61.00%	63.03%	63.03% or more*
Akira Tables	48.41%	51.75%	51.75% or more*
Architectural Modular Power	51.18%	53.56%	53.56% or more*
FitWork	43.00%	44.70%	44.70% or more*
Kart Seating	48.41%	51.36%	51.36% or more*
Low Profile Floor	51.18%	53.56%	53.56% or more*
Pathways Power & Communication	57.21%	61.30%	61.30% or more*
Premium Whiteboard	49.36%	52.12%	52.12% or more*
QT Pro	51.18%	53.56%	53.56% or more*
RoomWizard 2.0	46.52%	46.52%	46.52% or more*
Runner Tables	48.41%	51.75%	51.75% or more*
Steelcase Series 1	55.62%	57.00%	57.00% or more*
TS Bins & Shelves	60.12%	61.75%	61.75% or more*
TS Fixed Pedestals	60.12%	61.75%	61.75% or more*
TS Large Storage Cabinets	60.12%	62.05%	62.05% or more*
TS Mobile Pedestals	60.12%	61.75%	61.75% or more*
TS Tower Too	60.12%	61.75%	61.75% or more*
TS Underworksurface Latera	60.12%	61.75%	61.75% or more*
TS Worksurfaces	60.12%	61.75%	61.75% or more*
Service Parts Steelcase Health	35.00%	35.00%	35.00% or more*
Balance of Steelcase Health (other than Exceptions below)	45.00%	47.00%	47.00% or more*
Ainsley	45.00%	47.00%	47.00% or more*
Convey	45.00%	47.00%	47.00% or more*
Cura Seating	45.00%	47.00%	47.00% or more*
Davenport	45.00%	47.00%	47.00% or more*
Embold	45.00%	47.00%	47.00% or more*
Empath Recliner Seating	45.00%	47.00%	47.00% or more*
Exchange Tables	45.00%	47.00%	47.00% or more*

Steelease Products

Price List / Order Size (in CAD/USD)
Discounts off List

	Drop Ship		
	\$1 - \$50,000 List	\$50,001 - \$150,000 List	\$150,001 list and above
Ology Bench	47.00%	51.95%	51.95% or more*
Ology Desk	47.00%	51.95%	51.95% or more*
Wiesner Hager Nooi	47.50%	49.70%	49.70% or more*
Divisio Screens	47.72%	51.23%	51.23% or more*
Univ Privacy Screens	48.00%	53.61%	53.61% or more*
Sarto Privacy Screens	48.00%	53.00%	53.00% or more*
V.I.A. Lsg	48.10%	51.00%	51.00% or more*
V.I.A.	48.10%	51.00%	51.00% or more*
Irys	48.75%	50.00%	50.00% or more*
Pw Lsg	48.75%	50.00%	50.00% or more*
SILQ Seating	48.75%	52.74%	52.74% or more*
Adj Tables - Series 5	49.00%	50.00%	50.00% or more*
Adj Tables - Series 7	49.00%	50.00%	50.00% or more*
Bottomline Task Light	49.00%	50.00%	50.00% or more*
LED Linear	49.00%	50.78%	50.78% or more*
LED Personal Task Light	49.00%	50.00%	50.00% or more*
LED Shelf Light	49.00%	50.00%	50.00% or more*
Privacy Walls	49.00%	51.00%	51.00% or more*
Series Benches	49.00%	53.75%	53.75% or more*
Underline Task Light	49.00%	50.00%	50.00% or more*
464 Leap Work Lounge	50.00%	52.00%	52.00% or more*
FrameOne	50.50%	53.70%	53.70% or more*
475 Player	52.00%	54.00%	54.00% or more*
Migration SE Bench	52.00%	53.50%	53.50% or more*
cobi	52.00%	54.00%	54.00% or more*
i2i	52.00%	54.00%	54.00% or more*
Migration	52.00%	53.50%	53.50% or more*
Migration SE Desk	52.00%	53.50%	53.50% or more*
Verb	52.00%	55.00%	55.00% or more*
eno Accessories	52.00%	52.00%	52.00% or more*
Node	52.50%	54.50%	54.50% or more*
Node Health	52.50%	54.50%	54.50% or more*
487 Cachet Seating	53.00%	54.00%	54.00% or more*
490 Move	53.00%	54.00%	54.00% or more*
Gesture	53.00%	54.00%	54.00% or more*
QiVi	53.00%	54.00%	54.00% or more*
Groupwork	54.00%	57.00%	57.00% or more*
eno Whiteboards	54.00%	54.00%	54.00% or more*
Amia	54.50%	56.00%	56.00% or more*
Think - Task	54.50%	56.00%	56.00% or more*
466 Reply	54.88%	56.27%	56.27% or more*
Max Stacker III	57.00%	60.00%	60.00% or more*
Post & Beam System	57.00%	60.00%	60.00% or more*
Balance of Steelease Steel (other than Exceptions below)	57.00%	60.00%	60.00% or more*
800 Laterals	57.93%	60.84%	60.84% or more*
900 Laterals	57.93%	60.84%	60.84% or more*
High Density Storage	57.93%	60.84%	60.84% or more*
Overfile Cabinets	57.93%	60.84%	60.84% or more*
Universal Bookcases	57.93%	60.84%	60.84% or more*
Universal Combination Cabinets	57.93%	60.84%	60.84% or more*
Universal Lateral Files	57.93%	60.84%	60.84% or more*
Universal Storage Cabinets	57.93%	60.84%	60.84% or more*
Universal Storage Laminate	57.93%	60.84%	60.84% or more*
Universal Towers	57.93%	60.84%	60.84% or more*

Steelcase Products

Price List / Order Size (in CAD/USD)
Discounts off List

	Drop Ship		
	\$1 - \$50,000 List	\$50,001 - \$150,000 List	\$150,001 list and above
Folio	45.00%	47.00%	47.00% or more*
Leela	45.00%	47.00%	47.00% or more*
Mineral Recliner Seating	45.00%	47.00%	47.00% or more*
Mobile Overbed Tables	45.00%	47.00%	47.00% or more*
Opus	45.00%	47.00%	47.00% or more*
Park	45.00%	47.00%	47.00% or more*
Pocket	45.00%	47.00%	47.00% or more*
Regard	45.00%	47.00%	47.00% or more*
Senza	45.00%	47.00%	47.00% or more*
Sonata	45.00%	47.00%	47.00% or more*
Surround	45.00%	47.00%	47.00% or more*
Sync	45.00%	47.00%	47.00% or more*
Tava	45.00%	47.00%	47.00% or more*
Waldorf	45.00%	47.00%	47.00% or more*
Service Parts Turnstone	35.00%	35.00%	35.00% or more*
Balance of Turnstone (other than Exceptions below)	54.00%	57.00%	57.00% or more*
Balance of West Elm (other than Exceptions below)	49.00%	50.50%	50.50% or more*
Service Parts Wood	35.00%	35.00%	35.00% or more*
Victor2	50.00%	51.83%	51.83% or more*
Mackinac	50.50%	55.00%	55.00% or more*
FlexFrame	52.00%	55.00%	55.00% or more*
Verlay	52.50%	54.57%	54.57% or more*
Currency	54.00%	57.00%	57.00% or more*
Payback	54.00%	57.00%	57.00% or more*
Sawyer	54.00%	57.00%	57.00% or more*
Elective Elements	54.88%	57.93%	57.93% or more*
Siento Seating	50.17%	52.94%	52.94% or more*
Balance of Wood (other than Exceptions below)	50.17%	52.94%	52.94% or more*
Service Parts Worktools	35.00%	35.00%	35.00% or more*
Mobile Power	48.13%	51.22%	51.22% or more*
Balance of Worktools (other than Exceptions below)	49.00%	52.29%	52.29% or more*

Partner Products

Price List / Order Size (in CAD/USD)
Discounts off Partner MSRP

	Drop Ship		
	\$1 - \$50,000 Partner MSRP	\$50,001 - \$150,000 Partner MSRP	\$150,001 Partner MSRP and above
Mooui Carpets	6.88%	9.76%	9.76% or more*
Mooui	6.88%	9.76%	9.76% or more*
Uhuru	6.88%	9.76%	9.76% or more*
Bolia	8.75%	10.98%	10.98% or more*
Mitchell Gold + Bob W.	18.75%	21.95%	21.95% or more*
Extremis	22.50%	24.39%	24.39% or more*
FLOS Lighting	6.25%	8.54%	8.54% or more*

Steelcase Contract Pricing

Smart + Connected Products

Price List / Order Size (in CAD USD)

	Discounts off List		
	Drop Ship		
	\$1 - \$50,000 List	\$50,001 - \$150,000 List	\$150,001 list and above
Workplace Advisor Hardware	33.33%	36.54%	36.54% or more*
Smart Connected Subscription	47.06%	50.00%	50.00% or more*
Live Map Setup	37.50%	39.63%	39.63% or more*

*Mutually agreed upon discount to be arrived at between Member, Dealer, and Steelcase. However, the discount to Member shall be no less than the discount in the preceding tier of that pricing category.

EXCEPTIONS

- All Price Lists: New Products.
- Coalesce Price Lists: Arzu, Nanimarquina Collection.

OTHER

- Terms and conditions for the delivery and installation of architectural products will be negotiated on a project-by-project basis.
- Orders from more than one Price List may be combined for the purpose of defining Order Size (e.g. Steelcase Steel, Steelcase Wood, and Steelcase Worktools.)