



**STATE OF UTAH "BEST VALUE" COOPERATIVE CONTRACT
CONTRACT NUMBER: MA147 Page 1 of 8**

March 2, 2015

Revision number: 4

Purchasing Agent: Terri O'Toole
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Item: OFFICE FURNITURE (Systems and Accessories, Desks, Tables, Seating, Filing, Storage, Case-Goods)

Vendor: 01434J Midwest Commercial Interiors (Authorized dealer for Steelcase)
987 South West Temple
Salt Lake City, UT 84101

Internet Homepage: www.steelcase.com

Contact: Steve Peterson
Telephone: 801-359-7681
Fax number: 801-355-2713
Email address: Stevep@mwciutah.com

Contact: Kevin Loubert
Telephone: 616-246-9455
Fax number: 616-246-4143
Email address: kloubert@steelcase.com

Usage Report Contact: Erick Hernandez
Email address: rebates@steelcase.com

Reporting Type: Line-Item

Brand/trade name: Steelcase

Price: Discount from Steelcase Price List 178
Terms: NET 30 DAYS
Effective dates: 12/21/2012 thru 10/31/2015
Renewal options remaining: One 2 Year renewal option
Days required for delivery: Lead times dependent on product
Price guarantee period: 1 year
Freight: FOB Destination, Freight Prepaid. Freight included in price
Minimum order: None
Min shipment without charges: None

Revision #4: Product Additions: Coalesse, Reed LED lighting, and replace the Express 12 program with the new and improved Rapid5.

BID #TO11013 WSCA Office Furniture

NOTE TO AGENCIES:

Multiple Award:



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Order Specification Fee \$30.25/Hour

Design and layout services for new product include:

1. DESIGN PROGRAMMING. This is the research and decision-making process that identifies the scope of work to be designed. In many cases a sales representative can gather this information to pass onto designers, however, depending on the size, scope or complexity of a project a designer may be called in to participate in programming meetings.
2. FIELD VERIFICATION of facility dimensions, this includes going on site to inspect and measure the space along with updating the customer provided CAD drawings to reflect accurate dimensions, or creating the CAD drawings if they don't exist.
3. FURNITURE SPACE PLANNING, LAYOUT, and 3D RENDERING, this may include multiple revisions based on customer feedback. Space planning may include preliminary block plans to determine space utilization or may include specific product application and design. Designers ensure that drawings meet all building, electrical and fire codes, and may obtain approval from building department as required.
4. FURNITURE SPECIFICATION, this includes creating parts lists based on the layout of the space, application of CMF, and specification/coordination of electrical/data. This also includes a double check of work to make sure all specifications meet code and match the requested finishes, quantities and sizes on the floor plan. This may also include time to research and present multiple product options as requested. Each time the layout or CMF is revised the specification must also be revised. A proposal is created from final specifications and allows an order to be placed.
5. COLOR, MATERIAL and FINISH (CMF) recommendations. This may include time to research and present multiple options as requested. When a customer's own material (COM) is selected, a designer must spend time verifying yardage and application of COM along with availability and compatibility on product. Each time colors or finishes are revised by a customer the specification must also be revised.
6. FINAL FLOOR PLANS are created and used for customer sign off and installation, to include furniture layout, electrical/data locations, etc. These may be provided to a customer as a printed copy or electronic PDF format.

Additional Requirements:

- Fabric, paint, and finishes shall be available electronically and incorporated in CAD drawings to aid in the selection process. The accuracy of all facility dimensions, obstructions, and attributes shall be the responsibility of the Authorized Dealer for each Participating Entity.
- The Authorized Dealer shall be responsible for overages, shortages or all other ordering errors resulting from orders based on the design work completed by the Authorized Dealer. Approval of design work by the Purchasing Entity does not constitute responsibility for the Authorized Dealer design or ordering process.
- If the Authorized Dealer for each Participating Entity is found to have designed and specified a new furniture installation which does not fit properly due to inaccurate floor plans, it shall be the Authorized Dealer for each Participating Entity's responsibility



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(financially and logistically) to resolve the matter to the Purchasing Entity's satisfaction. No payment shall be made until the issue is fully resolved and approved by the Purchasing Entity's project manager for any Participating Entity.

- The Authorized Dealer for each Participating Entity shall provide an installation plan showing in detail, the position of all new furniture products, wall heights, colors, types of panels, and voice/data outlets. The Purchasing Entity's project manager for any Participating Entity shall approve, in writing, the final plan.
- The Authorized Dealer shall be responsible for all plans and their review for correct product application and stability. The Authorized Dealer is responsible for notify the Purchasing Entity's project manager immediately of any deviations or inconsistencies with product capabilities, including unusual assembly requirements.

The Authorized Dealer is responsible for accurately specifying all necessary products including parts, components, connectors, fillers, trim pieces, and other items in the plan and on the component list. If parts are missing at assembly time, the OEM's Authorized Dealer is responsible for the quick shipment (within the agreed upon timeframe) of the missing parts.

Specification services for new product, existing product or a mix of existing and new product include:

Specification services required for RECONFIGURATION of existing furniture or REWORK of existed product blended with new product may include:

1. **PRODUCT INVENTORY.** A designer is required to go out to the existing space and assess/inventory the existing furniture layout and products. A drawing and specification list of the existing furniture layout is required prior to beginning a reconfigure.
 - a. If the original design was completed by MWCI and the drawings/design are on file, we will verify the existing layout against the drawings then update the drawings to for RECONFIGURATION or REWORK utilizing the existing furniture inventory and any necessary new product.
 - b. If the original design was not completed by MWCI or the drawings/design is not on file then a new furniture plan will need to be created that reflects the current furniture layout prior to beginning the RECONFIGURATION or REWORK.
 - c. Research or verification of existing specifications, standards and finish materials.
 - d. Compliance with ADA or other necessary jurisdictional requirements.

Specification services required for NEW furniture product may include:

1. Selection of finish materials and colors, fabrics and upholstery selection, testing of fabrics and upholstery, reservations of COM's and COL's, custom stain formulations and testing, yardage calculations for upholstered goods, specifications of "engineering specials" or non-standard product or sizing, specification or electrical and/or audio/visual components or connections, seismic bracing hardware or detailing as required by jurisdictional authorities



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- a. Research or verification of existing specifications, standards and finish materials.
- b. Compliance with ADA or other necessary jurisdictional requirements.

Installation Services

\$34.25/Hour

The Authorized Dealer shall take precautions during the installation of any product not to damage the premises or the property of the Purchasing Entity. If damages do occur as a result of operations under this contract, the Authorized Dealer is responsible for ensuring that the affected area/item(s) are returned/restored to their original condition or the Authorized Dealer shall make restitution, as agreed upon by the parties.

General:

- a. The Authorized Dealer shall be fully responsible for the assembly team and the supervision of the team.
- b. The Authorized Dealer is responsible for ordering any missing, damaged, or incorrect items upon discovery.
- c. The Purchasing Entity shall incur no additional charges as a result of the Authorized Dealer's error.
- d. The Purchasing Entity reserves the right to hire or make arrangements for additional cleaning personnel if the Contracted Supplier is not able to properly clean and ready the site for occupation by the designated move in date. The Purchasing Entity shall notify the Authorized Dealer of their intent to hire additional cleaning personnel, and give the Authorized Dealer the opportunity to correct any inadequate cleaning issues. If required, the cost of additional cleaning shall be fully reimbursed by the Authorized Dealer.

Specific to Systems Furniture and Accessories:

- a. The Contracted Supplier or Authorized Dealer must work cooperatively with the Purchasing Entity and participate in the final walk-through inspection and provide a punch out checklist if requested.
- b. The punch out written checklist shall be a listing of any missing, incorrect, or damaged items.
- c. The Authorized Dealer is responsible to ensure that a final cleaning will be completed prior to the final walk-through and shall include a wet wipe down of all surfaces, vacuuming of carpet or broom sweeping of solid surface flooring, and any other cleaning required for the work stations to be in move-in condition.

Specific to Seating:

- a. The Authorized Dealer shall be fully responsible for the assembly of the product. Installed items must be fully assembled and ready for use within the agreed upon timeframe of the Purchasing Entity.



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- b. The Authorized Dealer is responsible for ensuring that a final cleaning will be completed prior to the final walk-through and acceptance of the seating items.

Specific to Desks, Tables, Filing, Metal Storage and Wooden Case-Goods:

- a. The Authorized Dealer shall be fully responsible for the assembly of installed product. Installed product must be fully assembled and ready for use the agreed upon timeframe of the Purchasing Entity.
- b. The Authorized Dealer must place all desk, tables, filing, metal storage and wooden case-goods in the location designated by the Design Plan or Purchasing Entity.
- c. The Authorized Dealer is responsible to ensure that a final cleaning will be completed prior to the final walk-through and acceptance of all purchased items.



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ATTACHMENT II					
State of Utah - Western States Contracting Alliance PA - Contract No. MA147					
Steelcase Product and Discount Summary					
	Discount from List Price - Drop Ship %				
February 2015	\$1-\$50,000	\$50,001-\$100,000	\$100,001-\$200,000	\$200,001-\$500,000	\$500K +
5.2 Systems Furniture and Accessories					
Monolithic Systems & Accessories					
Series 9000, Avenir, Montage and Standard & Utility Lighting	63.82%	63.82%	64.83%	64.83% or more **	64.83% or more **
Kick Systems & Kick Freestanding, TS Worksurfaces	59.80%	59.80%	63.82%	63.82%	64.83% or more **
Frame and Tile & Accessories					
Answer, Universal Worksurfaces & Pedestals	64.83%	64.83%	64.83% or more **	64.83% or more **	64.83% or more **
Ellipse	61.81%	61.81%	63.82%	63.82% or more **	63.82% or more **
Bottomline/Underline Task Lights, LED Shelf & LED Personal Task Lighting	50.76%	51.76%	51.76% or more**	51.76% or more**	51.76% or more**
Balance of Steelcase Steel Systems Products (with some Exceptions)	57.79%	57.79%	59.80%	59.80% or more **	59.80% or more **
Balance of Details Products (with some Exceptions)	50.76%	51.76%	51.76% or more**	51.76% or more**	51.76% or more**
5.3 Seating					
Criterion, 433 Protégé, 472 Max-Stacker, 473 Max-Stacker II and 475 Player, Snodgrass, Snodgrass Wood	63.82%	63.82%	64.83%	64.83% or more **	64.83% or more **
Amia, Move, Cachet, Leap, Think, Cobi, Node, Reply, Qivi and Gesture	52.77%	52.77%	54.78%	54.78% or more **	54.78% or more **
i2i	47.74%	47.74%	51.76%	51.76% or more**	51.76% or more**
media:lounge	41.71%	41.71%	44.73%	44.73% or more **	44.73% or more **
Balance of Steelcase Steel Seating Products (with some Exceptions)	57.79%	57.79%	59.80%	59.80% or more **	59.80% or more **
Steelcase Wood Seating including Siento	48.75%	48.75%	51.76%	51.76% or more **	51.76% or more **
Sawyer	57.79%	57.79%	59.80%	59.80% or more **	59.80% or more **
Turnstone Seating, including Buoy	53.77%	53.77%	57.79%	57.79% or more **	57.79% or more **
Coalesse Seating (with some Exceptions)	47.74%	49.75%	49.75%	50.76% or more**	50.76% or more**
Steelcase Health Seating, including Regard	44.73%	46.74%	46.74% or more**	46.74% or more**	46.74% or more**
5.4 Desks and Tables					
c:scape, Verb	45.73%	45.73%	49.75%	49.75% or more**	49.75% or more**
FrameOne	47.74%	47.74%	49.75%	49.75% or more**	49.75% or more**
media:tables	41.71%	41.71%	44.73%	44.73% or more **	44.73% or more **
Balance of Steelcase Steel Desk/Table Products (with some Exceptions)	57.79%	57.79%	59.80%	59.80% or more **	59.80% or more **
Elective Elements	51.76%	51.76%	54.77%	54.77% or more **	54.77% or more **
Walden Products, Steelcase Wood Desks/Tables including Flexframe	48.75%	48.75%	51.76%	51.76% or more **	51.76% or more **
Groupwork, Currency, Payback and Sawyer Desks/Tables	57.79%	57.79%	59.80%	59.80% or more **	59.80% or more **
Turnstone Desks and Tables, including Bivi	53.77%	53.77%	57.79%	57.79% or more **	57.79% or more **
E-Table 2	48.75%	49.75%	49.75%	50.76% or more**	50.76% or more**
Coalesse Products (with some Exceptions)	47.74%	49.75%	49.75%	50.76% or more**	50.76% or more**
Steelcase Health Table Products	44.73%	46.74%	46.74% or more**	46.74% or more**	46.74% or more**
Details Airtouch Adjustable Tables	56.79%	56.79%	60.81%	60.81% or more**	60.81% or more**
Balance of Details Products (with some Exceptions)	50.76%	51.76%	51.76% or more**	51.76% or more**	51.76% or more**
5.5 Filing, Storage and Casegoods					
TS Bins & Shelves	59.80%	59.80%	63.82%	63.82%	64.83% or more **
200, 800 & 900 Laterals and Overfile Cabinets	61.81%	61.81%	63.82%	63.82% or more **	63.82% or more **
Steelcase Universal Pedestals and Curved/ITC/OTC Bins & Shelves Steelcase Universal: Pedestals, Curved/ITC/OTC Bins & Shelves, Bookcases, Combination Cabinets, Lateral Files, Storage Cabinets, Towers, Wardrobe Cabinets, Workstation Verticals, Storage Accessories	64.83%	64.83%	64.83% or more **	64.83% or more **	64.83% or more **
Balance of Steelcase Steel Storage Products (with some Exceptions)	57.79%	57.79%	59.80%	59.80% or more **	59.80% or more **
Elective Elements	51.76%	51.76%	54.77%	54.77% or more **	54.77% or more **
Walden Products	48.75%	48.75%	51.76%	51.76% or more **	51.76% or more **
Steelcase Wood Storage Products	57.79%	57.79%	59.80%	59.80% or more **	59.80% or more **
Currency & Payback Filing/Storage, TS Mobile Pedestals, TS Fixed Pedestals, TS Tower Too, TS Underworksurface Laterals	57.79%	57.79%	59.80%	59.80% or more **	59.80% or more **
Balance of Turnstone Filing/Storage	53.77%	53.77%	57.79%	57.79% or more **	57.79% or more **
Coalesse Filing/Storage Products (with some Exceptions)	47.74%	49.75%	49.75%	50.76% or more**	50.76% or more**
Steelcase Health Casegood Products, including Regard	44.73%	46.74%	46.74% or more**	46.74% or more**	46.74% or more**
Other					
Service Parts for all of the above	34.68%	34.68%	34.68%	34.68%	34.68%

EXCEPTIONS

- Steelcase Steel and Wood Price Lists: New Products, Divisio Screens, Leap Worklounge and Ottoman, Education Technology Products, Eno, Other Technology Products, Room Wizard 2.0, Static Products
- Turnstone Price Lists: New Products.
- Coalesse Price Lists: New Products, Carl Hansen, Arzu.
- Details Price Lists: New Products, Fitwork.
- Steelcase Health Price Lists: New Products.

OTHER

- Only orders from Steelcase Steel and Wood Price Lists may be combined for the purpose of defining order size.



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FINET COMMODITY CODE(S): For Agency use only.

42503000000 - BOOKCASES AND BOOKSHELVES, METAL

42506000000 - CHAIRS, METAL

42513000000 - CREDENZA UNIT, METAL

42520000000 - DESKS AND TABLES, METAL

42540000000 - FILING CABINETS, METAL: CARD, JUMBO, LATERAL, LEGAL AND LETTER

42594000000 – WORK STATIONS, MODULAR, SYSTEMS FURNITURE

REVISION HISTORY: