



Office of State Procurement
112 Administration Building
50 Sherburne Avenue
St. Paul, MN 55155
Voice: 651.296.2600
Fax: 651.297.3996

August 25, 2020

Mr. Kevin Loubert
Steelcase
901 44th Street,
Grand Rapids, MI 49508

Dear Mr. Loubert:

The following document is enclosed for you to complete and return:

- Amendment to SWIFT Contract No. 141112, Release No. F-379(5).
- Workforce Certificate Information Form.
- Equal Pay Certificate Information Form

Please sign and return **one set** of documents, **via DocuSign**, to
Karen McIntyre at karen.mcintyre@state.mn.us by **August 31, 2020**.

If the Amendment is not properly executed it will be returned to you. Upon receipt of the properly executed document, and after signatures are obtained from the appropriate State authorities, a copy of the completed Amendment will be sent to your company.

If you have any questions, please feel free to contact me.

Sincerely,

A handwritten signature in cursive script that reads 'Karen McIntyre'.

Karen McIntyre
Buyer
Enclosure

AMENDMENT NO. 2 TO CONTRACT NO. 141112, RELEASE NO. F-379(5)

THIS AMENDMENT is by and between the State of Minnesota, acting through its commissioner of Administration ("State"), and Steelcase, 901 44th Street, Grand Rapids, MI 49508 ("Contract Vendor").

WHEREAS, the State has a Contract with the Contract Vendor identified as Contract No. 141112, August 22, 2018, through 1/21/2023 ("Contract"), to provide Furniture: Seating, Systems, Office and Related Services; and

WHEREAS, Minn. Stat. § 16C.03, subd. 5, affords the commissioner of Administration, or delegate pursuant to Minn. Stat. § 16C.03, subd. 16, the authority to amend contracts; and

WHEREAS, the terms of the Contract allow the State to amend the Contract as specified herein, upon the mutual agreement of the Office of State Procurement and the Contract Vendor in a fully executed amendment to the Contract.

NOW, THEREFORE, it is agreed by the parties to amend the Contract as follows:

1. That Contract No. 141112 is amended to add the following authorized dealership and locations:

Connect Interiors LLC
3803 Main Ave
Fargo, ND 58103
Phone: (701) 277-7222

Connect Interiors LLC
2902 Gateway Drive
Grand Forks, ND 58203
Phone: (701) 746-6466

Connect Interiors LLC
920 Washington Avenue
Detroit Lakes, MN, 56501
Phone: (218) 844-4570

2. The authorized dealership below is deleted from the contract.
Hannaher's Inc.
3803 Main Ave., Fargo, ND 58103
Phone: 701.277.7222

3. All other prices, terms, conditions and specifications remain the same.

This Amendment is effective beginning September 1, 2020 or upon the date that the final required signatures are obtained, whichever occurs later, and shall remain in effect through contract expiration, or until the Contract is canceled, whichever occurs first.

Except as herein amended, the provisions of the Contract between the parties hereto are expressly reaffirmed and remain in full force and effect.

IN WITNESS WHEREOF, the parties have caused this Amendment to be duly executed intending to be bound thereby.

1. STEELCASE

The Contractor certifies that the appropriate person(s) have executed this Amendment on behalf of the Contractor as required by applicable articles, bylaws, resolutions, or ordinances.

By: Eddy Schmitt
Signature 379CADE0735D461...

Eddy Schmitt

Printed Name

Title: Senior VP, Americas

Date: 8/31/2020

By: _____
Signature

Printed Name

Title: _____

Date: _____

2. OFFICE OF STATE PROCUREMENT

In accordance with Minn. Stat. § 16C.03, subd. 3.

By: Karen E McIntyre

AEF46840CAC2428...

Title: Acquisition Management Specialist / Buyer

Date: 8/31/2020

3. COMMISSIONER OF ADMINISTRATION

Or delegated representative

DocuSigned by:

By: Kia Xiong

094FBA5001D42F...

Date: 8/31/2020

State of Minnesota - Equal Pay Certificate

If your response could be in excess of \$500,000, please complete and submit this form with your submission. **It is your sole responsibility to provide the information requested and when necessary to obtain an Equal Pay Certificate (Equal Pay Certificate) from the Minnesota Department of Human Rights (MDHR) prior to contract execution. You must supply this document with your submission.**

Please contact MDHR with questions at: 651-539-1095 (metro), 1-800-657-3704 (toll free), 711 or 1-800-627-3529 (MN Relay) or [email](mailto:compliance.MDHR@state.mn.us) at compliance.MDHR@state.mn.us.

Option A – If you have employed 40 or more full-time employees on any single working day during the previous 12 months in Minnesota or the state where you have your primary place of business, please check the applicable box below:

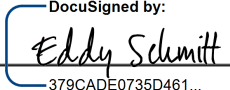
- ☐ Attached is our current MDHR Equal Pay Certificate.
- ☐ Attached is MDHR's confirmation of our Equal Pay Certificate application.

Option B – If you have not employed 40 or more full-time employees on any single working day during the previous 12 months in Minnesota or the state where you have your primary place of business, please check the box below.

- ☐ We are exempt. We agree that if we are selected we will submit to MDHR within five (5) business days of final contract execution, the names of our employees during the previous 12 months, date of separation if applicable, and the state in which the persons were employed. Documentation should be sent to compliance.MDHR@state.mn.us.

The State of Minnesota reserves the right to request additional information from you. **If you are unable to check any of the preceding boxes, please contact MDHR to avoid a determination that a contract with your organization cannot be executed.**

Your signature certifies that you are authorized to make the representations, the information provided is accurate, the State of Minnesota can rely upon the information provided, and the State of Minnesota may take action to suspend or revoke any agreement with you for any false information provided.

Authorized Signature:  Date: 8/31/2020
379CADE0735D461...

Printed Name: Eddy Schmitt Title: Senior VP, Americas

Organization Steelcase MN/Fed Tax ID: 380819050

Issuing Entity Project # or Lease Address

STATE OF MINNESOTA – WORKFORCE CERTIFICATE INFORMATION

Required by state law for ALL bids or proposals that could exceed \$100,000

Complete this form and return it with your bid or proposal. The State of Minnesota is under no obligation to delay proceeding with a contract until a company becomes compliant with the Workforce Certification requirements in Minn. Stat. §363A.36.

BOX A – COMPANIES that have employed more than 40 full-time employees WITHIN MINNESOTA on any single working day during the previous 12 months, check one option below:

- ☐ Attached is our current Workforce Certificate issued by the Minnesota Department of Human Rights (MDHR).
- ☐ Attached is confirmation that MDHR received our application for a Minnesota Workforce Certificate on _____ (date).

BOX B – NON-MINNESOTA COMPANIES that have employed more than 40 full-time employees on a single working day during the previous 12 months in the state where it has its primary place of business, check one option below:

- ☐ Attached is our current Workforce Certificate issued by MDHR.
- ☐ We certify we are in compliance with federal affirmative action requirements.

BOX C – EXEMPT COMPANIES that have not employed more than 40 full-time employees on a single working day in any state during the previous 12 months, check option below if applicable:

- ☐ We attest we are exempt. If our company is awarded a contract, upon request, we will submit to MDHR within 5 business days after the contract is fully signed, the names of our employees during the previous 12 months, the date of separation, if applicable, and the state in which the persons were employed. Send to compliance.MDHR@state.mn.us.

By signing this statement, I certify that the information provided is accurate and that I am authorized to sign on behalf of the company.

Name of Company: Steelcase DocuSigned by: _____ Date: 8/31/2020

Authorized Signature: Eddy Schmitt Telephone number: 616-247-2424

Printed Name and Title: Eddy Schmitt, Senior VP, Americas Email: 616-247-2424

For assistance with this form, contact:

Minnesota Department of Human Rights, Compliance Services

Web: <http://mn.gov/mdhr/>

Email: compliance.mdhr@state.mn.us

TC Metro: 651-539-1095

Toll Free: 800-657-3704

TTY: 651-296-1283