

HURON VALLEY SCHOOLS

RFQ RESPONSE | 12.05.24



**interior
environments**

MAC
MICHIGAN ASSOCIATION OF COURTES

imv
ARCHITECTURE

HVS
HURON VALLEY
SCHOOLS

WHY IE?



WE'RE MORE THAN A DEALERSHIP

At our core, Interior Environments is all about creating spaces that reflect and elevate the people that actually use them.

We collectively strive to craft memorable experiences—where every encounter leaves a lasting impression, and every space is a testament to the power of genuine connections.

We do things differently by prioritizing people, showing up with value and authenticity, pushing the boundaries of design, and expertly understanding your unique needs.

We are creators willing to drop conventional methods and deliver what no other dealership can.

ABOUT IE

3RD

LARGEST
ALLSTEEL
DEALERSHIP

25

YEARS IN
BUSINESS

4

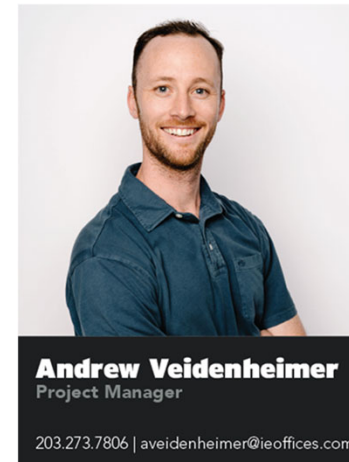
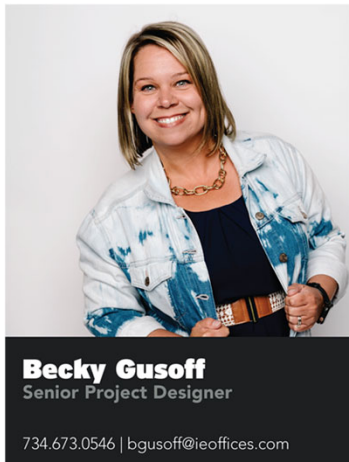
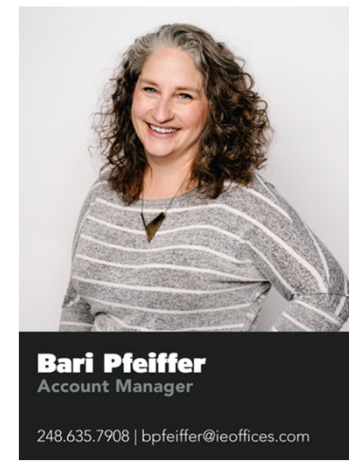
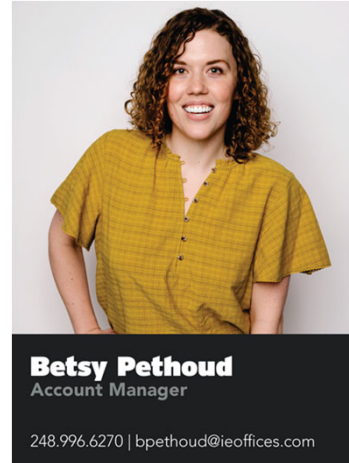
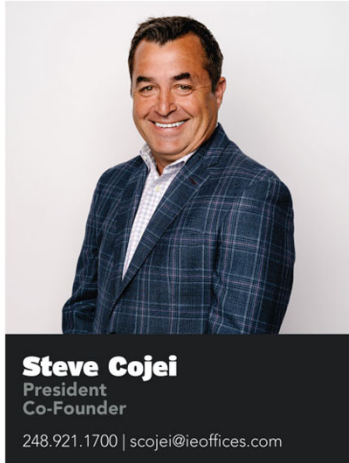
LOCATIONS
· DETROIT
· DENVER
· BOISE
· ATLANTA

100+

EMPLOYEES
ACROSS ALL
LOCATIONS

INTERIOR ENVIRONMENTS K12 TEAM

Our team of specialists were hired based on technical skillsets to create spaces that encompass innovative, unique and creative solutions. We look forward to collaborating with the Huron Valley Schools, TMP Architecture, and Michigan Association of Counties teams towards a common mission of creating exceptional results.



PATH TO PARTNERSHIP

01

MARKET
INTELLIGENCE



EXPLORATION



STATEMENT
OF WORK



PARTNERSHIP



DESIGN

02

EDU WORKSHOP



SCHEMATIC
DESIGN



DESIGN
DEVELOPMENT



SELECT &
FINALIZE



DOCUMENT
&
APPROVE



LAUNCH

03

ORDER ENTRY



COORDINATION &
SCHEDULING



INSTALLATION



MOVE IN



PUNCH &
CLOSE OUT



LONG-TERM RELATIONSHIP

04

POST
OCCUPANCY
FEEDBACK



FUTURE
THOUGHT
LEADERSHIP



CONTINUOUS
IMPROVEMENT



DAY 2 SERVICE
& ORDERS



CRAFTING
YOUR FUTURE
EDU DESIGN



01

MARKET INTELLIGENCE



We aim to help you succeed and share the latest about bond programs and technology shifts. We have years of experience in modern learning environments and flexible classroom spaces essential to student success.

EXPLORATION



Every one of our classrooms and projects is different from the last and unique in its own way. We get to know you and your district and what you care about most to guide you through the process. Our experience inspires us to ask the right questions and bring innovate ideas to the project.

STATEMENT OF WORK



With a deep understanding of your district and curriculum we prioritize your goals, timing, budget and decision-making process. We will share our approach to your project and map out your EDU Workshop.

PARTNERSHIP



If you agree we are the right partner, we kick off the project by committing to each other, bringing in your new dedicated team and initiating our investment into your project's success!

02


EDU WORKSHOP


SCHEMATIC
DESIGN


DESIGN
DEVELOPMENT


SELECT &
FINALIZE


DOCUMENT &
APPROVE

Pre-planned, organized workshop with questions and an agenda to deeper understand your curriculum, district outline, goals, priorities, and fears. We will document hard-to-get-at information that K12 designers need know. We will uncover working styles and challenges at the district level and at the classroom level by assessing how employees, teachers, and students work best.

- Refine Goals & Explore Solutions
- . Initial Space Plans
 - . Programming Review
 - . Concept Imagery
 - . General Project Vision

- Fine Tune Scope, Budget & Vision
- . Develop Floorplans
 - . Product Recommendations
 - . 3D Renderings
 - . Budget Check
 - . Technology Review
 - . Power/Data Coordination

- Finalize Details
- . Final Floorplan
 - . Final Product Recommendations
 - . Finish & Material Selections
 - . Budget Approval

- Preparation of Specs & Drawings
- . Installation Drawings
 - . Furniture Validation
 - . Furniture Proposal
 - . Deposit

OUR FOUR STAGE PROCESS

The order is executed starting with a pre-order meeting where lead-times, site conditions, and client expectations are all reviewed. Purchase orders are issued and projected ship dates are requested.

Your designated PM will be in contact 2-3 weeks after the order is placed to discuss occupancy dates, transit times of product, building access hours etc. All aspects such as permits, data/electrical and construction schedules are considered.

The PM is the lead contact on site and will resolve any unforeseen issues, site conditions or delays. Once complete we will schedule the final walk through and begin to document any punch items. Project is invoiced.

The day we have all been waiting for is here we are nervous and excited to share the space with your students and team. We love to be a part of this process to share the space and the new features and benefits.

An itemized checklist of outstanding tasks will be provided to you as well as a close out packet with warranty and cleaning information. We are committed to helping you navigate any future issues.

03

ORDER ENTRY



COORDINATION & SCHEDULING



INSTALLATION



MOVE IN



PUNCH & CLOSE OUT



OUR FOUR STAGE PROCESS

Design is fluid and so is your school district. It is important to check in to ensure the designs deliver the expectations we had created. Are students using the space as intended. Do we need to consider making any changes?

Education design has made many shifts over the years. We commit to bringing you new ideas and products that we believe will enhance your classrooms. We will continue to develop our resources bringing you the latest and greatest concepts.

It is very common for districts to continue to invest into their facilities. We will create a flexible and future proof design simplifying all moves, adds and tweaks. Allowing your classrooms to adapt to your changing curriculum needs.

We are experts in quality assurance and pride ourselves in making warranty claims and service requests as simple as possible. Your dedicated team will prioritize these requests and resolve the issues as quickly as possible.

Today's learning environments may serve a different purpose now than it will in the future. Our goal is to ensure that we are evaluating your spaces and sharing ideas of how it can evolve to match your future learning needs.

04

POST OCCUPANCY FEEDBACK



FUTURE THOUGHT LEADERSHIP



CONTINUOUS IMPROVEMENT



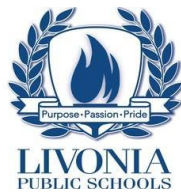
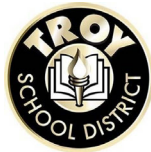
DAY 2 SERVICE & ORDERS



CRAFTING YOUR FUTURE EDU DESIGN



OUR K12 CLIENTS



A wide-angle photograph of a modern school library interior. The space is bright and open, featuring a high ceiling with exposed wooden beams and large windows. The floor is covered in a patterned carpet. In the foreground, there are several colorful, modular seating options, including a long blue sofa, a green and orange ottoman, and a blue armchair. In the middle ground, there is a large, curved sofa with a colorful geometric pattern. To the right, there are bookshelves with colorful covers and a digital display showing weather information. The overall atmosphere is clean, modern, and inviting.

BLOOMFIELD HILLS SCHOOLS









SALINE HIGH SCHOOL

ETHICAL & RESPONSIBLE CITIZEN

COMMUNICATION

TECH INTEGRATION

GLOBALY CONNECTED

CREATIVE INNOVATION

MOTIVATED & SELF-DIRECTED

LEARNING SPACE
CRITICAL THINKING

POSITIVE COMMUNITY

HARVEST
ELEMENTARY
SCHOOL

Woodland
Meadows







GIBRALTAR SCHOOL DISTRICT
CARLSON HIGH SCHOOL







CLIENT TESTIMONIAL



LIVONIA
PUBLIC SCHOOLS

15125 Farmington Road • Livonia • MI • 48154

Phone (734) 744-2500

November 6, 2023

This letter serves as a recommendation for Interior Environments (I.E.), Novi, Michigan. Livonia Public Schools has worked with I.E. for many years across a variety of projects, some small and other quite large. For example, in 2021, LPS renovated our Administration Building and we chose I.E. as our partner in filling the newly renovated space with new office furniture. The building's physical renovation turned out beautifully, and the chairs, sit/stand desks, files, and the furniture package in totality absolutely complemented the beauty and functionality LPS was aiming for in this project.

More recently, LPS committed to replacing the desk/chair setup for every teacher and administrator in the district. Inspired by what was done in the Administration Building previously, every administrator's office received beautiful and functional pieces. Additionally, every teacher received a new desk/task chair/table package that replaced decades old furniture. We have received nothing but praise and gratitude from staff.

I believe a big reason for the success of these projects is rooted in the partnership we have with I.E. They dug deep into the research, presented us with options, and honed down finishes. Beyond that, the team visited every building, repeatedly, to ensure accuracy in ordering, delivery, and installation. The personalized help Bari, Becky, Betsy, Andrew, and others have given me, and more importantly, building staff, is what ensures a successful project. I greatly appreciate all their communication, research, and hard work. Staff often thank me and praise their new furniture, and I, in turn, thank and praise Interior Environments for being our partners.

Sincerely,

Phillip Francis
Assistant Superintendent of District Services

Purpose, Passion, Pride

WE PROMISE TO

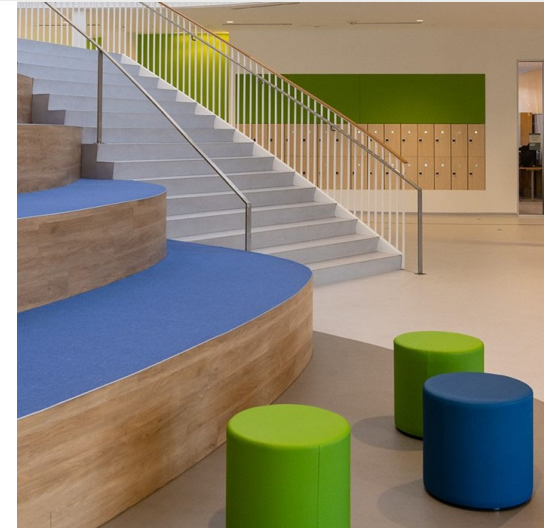
COMMIT

To deliver an amazing experience, we will not share details about your project. In return, we ask that you work solely with us and not share our work with our competitors.



COMMUNICATE

We will always be available and will respond in a timely manner. We will create a clear path of how to make decisions and move forward. In return, we ask that you follow that timeline and share the information we need to do our best work.



BE TRANSPARENT

We will always be straightforward and forthcoming. We will have hard conversation while still having fun along the way. In return, we ask that you share any concerns or threats to the project as they arise.



INVEST

Design is our biggest investment in your project, its what makes us different and our projects a success. We ask that once we decide to work together you understand the value of that investment.

If the project goes on hold for an extended time period, gets canceled or you opt to work with a competitor you agree to reimburse us for the time we have invested.



PREMIER MANUFACTURER
PARTNERS

PREMIER MANUFACTURER PARTNERS

At IE, we believe in forming long-term partnerships based on transparency and superior service. We believe there is benefit from our strategic supplier relationships forged over twenty years of doing business together. By doing so, we increase the variety of choice as well as your spending power within our strategic partnerships. This will result in higher volume discounts and bigger project savings.

Allsteel

HON.

artcobell

MOORECO

O F S

PARAGON
FURNITURE

SURFACEWORKS

BIFIT

SAFCO

NorvaLevel



PREMIER PARTNERSHIP

Designed to do more.

Allsteel transforms workplaces for the better, in a collaborative and human-centric way, by designing for real people and their ambitions.



Allsteel®

Gunlocke®

HON

normann
COPENHAGEN

zilenziO

HBF

HBF
TEXTILES

DPG

CORRAL

Allsteel is bigger than one brand and collaborates with businesses to help solve complex workplace challenges. Their growing portfolio of workplace furnishings is designed and manufactured around the world with our breadth of brands comprised of Allsteel, Gunlocke, HBF, HBF Textiles, and HNI Global, as well as partnerships with Corral, ZilenziO, and Norman Copenhagen – all backed by the Design Public Group technology platform.

ALLSTEEL PRODUCT OVERVIEW

Allsteel manufactures a full line of contract office furnishings, including seating, workspaces, tables, storage, architectural products, and accessories.



SEATING

We believe seating should unlock a user's productivity the moment they take a seat. The Allsteel seating portfolio is curated to solve for a variety of workplace and ergonomic challenges.

WORKSPACES

Comprehensive workplace solutions that successfully address everyday challenges of the modern workplace. From technology to ergonomics to adaptability, Allsteel's workspace solutions are designed to support the work of individuals, teams, and organizations.

TABLES

What you place your work on and where you spend your time working, eating, or taking a meeting should not be overlooked. The Allsteel portfolio of tables addresses the unique challenges of modern workspaces, designed to tackle any problem, from a lack of power sources to the desired flexibility of table-height, and everything in between.

STORAGE

For the things we need, but don't need in front of us. Allsteel's collection of storage solutions allows you to customize the right fit to store the important things, while always giving you space to adapt and grow.

ARCHITECTURAL PRODUCTS

In response to today's modern offices, Allsteel has developed a large collection of architectural solutions, tools, and structures. This allows you to adjust accordingly to new demands and adapt appropriately to today's ever-changing workplace needs.

ACCESSORIES

We believe there is no detail too small, or too large, that can be overlooked. For all the extras we need, and the aesthetics we want, there is the expertly curated Allsteel collection of accessories, so that no detail is left untouched.

K12 MANUFACTURER PARTNER

HON[®]

HON didn't become the most recognized name in office furniture overnight. Since 1944 our products have helped doers like you achieve more workday victories. HON's award-winning designers and forward-thinking engineers never stop tinkering. That curiosity creates furniture that's easier to use. And more importantly, furniture that makes you more comfortable.

We value lasting partnerships and make it a priority to listen and grow our relationships with the people who work tirelessly each day to help today's learners become tomorrow's leaders.

We design smart solutions for inclusive classrooms, offering creative configurations, versatile applications, and reliable craftsmanship that performs under pressure to support all teaching styles. And that confidence applies to every space throughout the school.

Hon is invested in making an inclusive difference. Our classroom furniture and tools support each individual's unique understanding of the world around them, ensuring everyone has a seat at the table.

HON's experience and scale have been an industry gold standard for 75 years. We believe in trusted partnerships, impeccable quality, and consistent, best-in-class reliability.

[Learn more →](#)

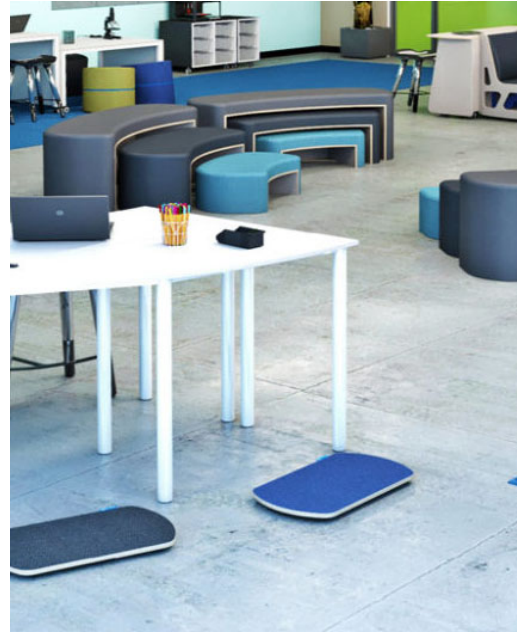


K12 MANUFACTURER PARTNER



Made and manufactured in the United States, our sole mission is to invigorate the environment where learning takes place. Curiosity is at our core along with an endless passion for inquisition. From our inception, we have been committed to becoming monarchs of a movement that propels equitable learning towards its exciting future.

Learn more →





Level up the learning that happens in your spaces with SurfaceWorks.

At SurfaceWorks, we haven't become market leaders by accident. When it comes to manufacturing, contract-grade tables, we get it. We know having the broadest product offering is just as important as offering the largest opportunities to customize. We know the end product is equal-parts dependent on design and delivery. And we know service with a smile is an age-old model that never gets old.

Education has fewer defined parameters than ever before. Twenty years ago, most people would have described classrooms in a similar, orderly way: rows of desks or tables oriented toward an obvious front of the classroom. Today's students have encountered a wide variety of learning spaces throughout their educational journey. Often, a single classroom even changes throughout the course of a day. Not only do instructors have more options and flexibility, today's students experience learning as active, collaborative, and personal. Having spaces that can adapt and support new ways of teaching and learning is critical for students of every age.

At SurfaceWorks, we've identified some of the key developments shaping the future of education, and we're connecting the dots between those changes and the spaces that will support them.

[Learn more →](#)



K12 MANUFACTURER PARTNER

SitOnIt • Seating

We're a leading manufacturer of commercial solutions in the U.S. — and #1 in task chairs. We've been the go-to destination for comprehensive, build-to-order solutions for almost 25 years. We combine award-winning design with the fastest lead times around. We can build almost any specification you want, deliver it when you need it and offer a price no one can match. It's all part of our indie California spirit and drive to help you do more.

When designing for learning, we understand education is active, engaging and always moving forward — and its solutions should be, too. Even the most tried-and-true institutions must keep up to avoid becoming old school. We are providing the next generation of students with a new generation of products to ensure students have everything they need to succeed at the next level.

[Learn more →](#)





PRICING

ATTACHMENT B - CATALOG PRICING

Failure to complete Table 1: Pricing Structure 1: Percentage Off Catalog Pricing, may result in your Bid being deemed non-responsive and rejected without further evaluations.

COMPANY NAME: INTERIOR ENVIRONMENTS

Table 1: Pricing Structure 1: Percentage Off Catalog Pricing: Vendors are required to provide a percentage discount off their standard catalog prices. The discount should be applied to the Manufacturer’s Suggested Retail Price (MSRP) or the most current catalog price. Add lines as needed. Also, please include catalogs with proposal as Exhibit A.

Line Item	Category	Subcategory	Catalog/Brand	Manufacturer / Model#	Baseline Price	Discount Percentage	Discounted Price
1	Furniture	Systems	Allsteel	Allsteel	\$3,000	63%	\$1,110
2	Furniture	Tables	Allsteel	Alsteel	\$1,800	61%	\$702
3	Furniture	Storage	Allsteel	Allsteel	\$2,500	60%	\$1,000
4	Furniture	Tables	HON	HON	\$1,500	52%	\$720
5	Furniture	Storage	HON	HON	\$1,200	54%	\$552
6	Furniture	Seating	Norva	Norva	\$1,000	50%	\$500
7	Furniture	Seating	Sit On It	Sit On It	\$800	55%	\$360

Table 2: Pricing Structure 2: Specific List of Designated Items: Vendors are requested to provide pricing for the specific list of items.

SEE ATTACHMENT C - SPECIFIED PRICING

Table 3: Installation / Labor / Design: Vendors are requested to provide any installation and/or labor and/or design charges if they are not included with the purchase of any items. **Add lines as needed.**

Line Item	Description	Unit of Measure	Quantity	Price
1	Installation - PW (Carpenter)	Hour	1	\$110.00
2	Installation - PW(Furniture Laborer Category)	Hour	1	\$70.00

ATTACHMENT C - SPECIFIED PRICING

<u>Dealer</u>	<u>Manufacturer</u>	<u>Model Number</u>	<u>Description</u>	<u>Finishes</u>	<u>List Price</u>	<u>Discount Percentage</u>	<u>Discounted Price</u>
76	Interior Environments						
	Item Q1	Allsteel	ELF436NA	Essentials Lateral File - 4 Drawers Size: 36" w x 18" d x 52-1/2" h with Arc Pull Keyed Alike by Building	Paint: Titanium Pull: Matte Silver		
77					\$2,714.00	60.09%	\$1,083.20
	Item Q2	Allsteel	ELF436NA	Essentials Lateral File - 4 Drawers Size: 36" w x 18" d x 52-1/2" h with Arc Pull Keyed Alike by Building	Paint: Pebble Pull: Matte Silver		
78					\$2,714.00	60.09%	\$1,083.20
	Item Q3	Allsteel	(2) CEP2429F (1) CS724 (1) CDG (1) CSL2429F (1) T52460S (1) T5922ER (1) Z5SC72 (1) YPLP283018FFM (1) YPPM271518BBFMA (1) ESC530A (2) EBC42 (1) AMPTLF48RND (1) AMPTXL29G	Principal's Office - Country Oak Elem. Comprised of the following: Freestanding 24" d x 9-1/2" h End Panel Support Half Height 14" h x 72" w Modesty Panel Gueest - One Pair Freestanding 24" d x 29-1/2" h Support Leg Primary 24" d x 60" w Flat Edge Laminate w/Grommets with (2) Oval Metal Grommets, Matte Silver Corner Cove 36" x 72"-24" Left /24" Right Extended RH Flat w/Grommet 60" w External Support Channel for 72" w Worksurface Align 28" h x 30" w x18" d, 2H Lateral Plinth Metal Front Recessed Plinth Arch Pull, Anodized Silver B/B/F Mobile Ped 27" h x 15" w x 18" d Metal Front Arch Pull, Anodized Silver Essentials 64-1/4Hx30W Storage Cabinet Arch Pull Arch Pull, Anodized Silver Essentials Bookcase 34-1/2" w x 12-5/8" d x 41" h, 3-Shelf Structure 48" Diameter Round Laminate Table Top, Square Edge Structure X Base Large Seated Height with Glides **All Storage shall be keyed alike**	Laminate: Brazilwood Edge: Brazilwood Metal: Titanium		
79					\$11,650.00	62.23%	\$4,400.16
	Item Q4	Allsteel	(2) CEP2429F (1) CS724 (1) CDG (1) CSL2429F (1) T52460S (1) T5922ER (1) Z5SC72 (1) YPPM271518BBFMA (1) YPLP283018FFM (1) EBC42 (1) AMPTLF36RND (1) AMPTXM29G	Private Office - Country Oaks Elementary Comprised of the following: Freestanding 24" d x 29-1/2" h End Panel Support Half Height 14" h x 72" w Modesty Panel Gusset - One Pair Freestanding 24" d x 29-1/2" h Support Leg Primary 24" d x 60" w Flat Edge Laminate w/Grommets with (2) Oval Metal Grommets, Matte Silver Corner Cove 72" x 36"-24" Left /24" Right Extended Right Hand Flat w/Grommets 60" w External Support Channel for 72" w Worksurfaces B/B/F Mobile Ped 27" h x 15" w x 18" d Metal Front Arch Pull, Anodized Silver Align 28" h x 30" w x 18" d, 2H Lateral Plinth Metal Front Recessed Plinth Arch Pull, Anodized Silver Essentials Bookcase 34-1/2" w x 12-5/8" d x 41" h, 3-Shelf Structure 36" Diameter Round Laminate Tables Top, Square Edge Structure X Base Medium Seated Height with Glides **All Storage shall be keyed alike**	Laminate: Brazilwood Edge: Brazilwood Metal: Titanium		
80					\$9,133.00	64.03%	\$3,285.44

81	Item Q5	Allsteel	<p>(2) CEP2429F</p> <p>(1) CS724</p> <p>(1)CDG</p> <p>(1) CSL2429F</p> <p>(1) T52460S</p> <p>(1) T5922ER</p> <p>(1) Z5SC72</p> <p>(1) YPPM271518BBFMA</p> <p>(1) YPLP283018FFM</p> <p>(1) ESC530A</p> <p>(2) EBC42</p> <p>(1) AMPTLF48RND</p> <p>(1) AMPTXL29G</p>	<p>Principal's Office - Heritage Elementary Comprised of the following:</p> <p>Freestanding 24" d x 29-1/2" h End Panel Support Half Height 14" h x 72" w Modesty Panel Gusset - One Pair Freestanding 24" d x 29-1/2" h Support Leg Primary 24" d x 60" w Flat Edge Laminate w/Grommets with (2) Oval Metal Grommets, Matte Silver Corner Cove 72" x 36"-24" Left /24" Right Extended Right Hand Flat w/Grommets 60" w External Support Channel for 72" w Worksurface B/B/F Mobile Ped 27" h x 15" w x 18" d, Metal Front Arch Pull, Anodized Silver Align 28" h x 30" w x 18" d, 2H Lateral Plinth Metal Front Recessed Plinth Arch Pull, Anodized Silver Essentials 64-1/4" h x 30" w Storage Cabinet Arch Pull, Anodized Silver Essentials Bookcase 34-1/2" w x 12-5/8" d x 41" h, 3-Shelf Structure 48" Diameter Round Laminate Table Top Sqare Edge Structure X Base Large Seated Height with Glides</p> <p>**All Storage shall be keyed alike**</p>	<p>Laminate: Brazilwood Edge: Brazilwood Metal: Titanium</p>	\$11,674.00	63.23%	\$4,262.64
82	Item Q6	Allsteel	<p>(2) CEP2429F</p> <p>(1) CS724</p> <p>(1)CDG</p> <p>(1) CSL2429F</p> <p>(1) T52460S</p> <p>(1) T5922ER</p> <p>(1) Z5SC72</p> <p>(1) YPPM271518BBFMA</p> <p>(1) YPLP283018FFM</p> <p>(1) EBC42</p> <p>(1) AMPTLF36RND</p> <p>(1) AMPTXM29G</p>	<p>Private Office - Heritage Elementary Comprised of the following:</p> <p>Freestanding 24" d x 29-1/2" h End Panel Support Half Height 14" h x 72" w Modesty Panel Gusset - One Pair Freestanding 24" d x 29-1/2" h Support Leg Primary 24" d x 60" w Flat Edge Laminate w/Grommets with (2) Oval Metal Grommets, Matte Silver Corner Cove 72" x 36"-24" Left /24" Right Extended Right Hand Flat w/Grommets 60" w External Support Channel for 72" w Worksurfaces B/B/F Mobile Ped 27" h x 15" w x 18" d Metal Front Arch Pull, Anodized Silver Align 28" h x 30" w x 18" d, 2H Lateral Plinth Metal Front Recessed Plinth Arch Pull, Anodized Silver Essentials Bookcase 34-1/2" w x 12-5/8" d x 41" h, 3-Shelf Structure 36" Diameter Round Laminate Tables Top, Sqare Edge Structure X Base Medium Seated Height with Glides</p> <p>**All Storage shall be keyed alike**</p>	<p>Laminate: Brazilwood Edge: Brazilwood Metal: Titanium</p>	\$8,919.00	64.14%	\$3,198.24
83	Item Q7	Allsteel	<p>(2) CEP2429F</p> <p>(1) CS724</p> <p>(1) CSL2429F</p> <p>(1) T52460S</p> <p>(1) T5922ER</p> <p>(1) Z5SC72</p> <p>(1) YPPM271518BBFMA</p> <p>(1) YPLP283018FFM</p> <p>(1) ESC530A</p> <p>(2) EBC42</p> <p>(1) AMPTLF48RND</p> <p>(1) AMPTXL29G</p> <p>(1)CDL29</p> <p>(1)CRK29</p> <p>(1)CS369</p> <p>(1)CS669</p> <p>(1)CS729</p>	<p>Principal's Office - Kurtz Elementary Comprised of the following:</p> <p>Freestanding 24" d x 29-1/2" h End Panel Support Half Height 14" h x 72" w Modesty Panel Freestanding 24" d x 29-1/2" h Support Leg Primary 24" d x 60" w Flat Edge Laminate w/Grommets with Oval Metal Grommets, Matte Silver Corner Cove 36" x 72"-24" Left /24"Right Extended Right Hand Flat w/Grommets 60" w External Support Channel for 72" w Worksurface B/B/F Mobile Ped 27" h x 15" w x 18" d Metal Front Arch Pull, Anodized Silver Align 28" h x 30" w x 18" d, 2H Lateral Plinth Metal Front Recessed Plinth Essentials 64-1/4" h x 30" w Storage Cabinet Arch Pull, Anodized Silver Essential Bookcase 34-1/2" w x 12-5/8" d x 41" h, 3-Shelf Structure 48" Diameter Round Laminate Table Top Sqare Edge Structure X Base Large Seated Height with Glides Corner Desk Leg 29-1/2" h Return Kit 29-1/2" h Full Height Modesty Panel 36"w x 29-1/2"h Full Height Modesty Panel 66"w x 29-1/2"h Full Height Modesty Panel 72"w x 29-1/2"h</p> <p>**All Storage shall be keyed alike**</p>	<p>Laminate: Brazilwood Edge: Brazilwood Metal: Titanium</p>	\$12,753.00	63.63%	\$4,637.92

84	Item Q8	Allsteel	<p>Private Office - Kurtz Elementary Comprised of the following:</p> <p>(2) CEP2429F Freestanding 24" d X 29-1/2" h End Panel Support (1) CS724 Half Height 14" h x 72" w Modesty Panel (1) CSL2429F Freestanding 24" d x 29-1/2" h Support Leg (1) T52460S Primary 24" d x 60" w Flat Edge Laminate w/Grommets (1) T5822ER with (2) Oval Metal Grommets, Matte Silver Corner Cove 72" x 36"-24" Left /24" Right Extended Right Hand Flat w/Grommets (1)Z5SC72 60" wExternal Support Channel for 72" w worksurface (1)CDG Gussets - One Pair (1) YPPM271518BBFMA B/B/F Mobile Ped 27" h x 15" w x 18" d Metal Front (1) YPLP283018FFM Arch Pull, Anodized Silver Align 28" h x 30" w x 18" d, 2H Lateral Plinth Metal Front Recessed Plinth Arch Pull, Anodized Silver Essentials Bookcase 34-1/2" w x 12-5/8" d x 41" h, 3-Shelf (1) EBC42 Structure 36" Diameter Round Laminate Table Top, Square Edge (1) AMPTLF36RND Structure X Base Medium Seated Height with Glides (1) AMPTXM29G</p> <p>**All Storage shall be keyed alike**</p>	Laminate: Brazilwood Edge: Brazilwood Metal: Titanium	\$8,816.00	64.10%	\$3,165.28
85	Item Q9	Allsteel	<p>Principal's Office - Spring Mills Elementary Comprised of the following:</p> <p>(1) CDG Gussets - One Pair (2) CEP2429F Freestanding 24" d x 29-1/2" h End Panel Support (1) Z5SC72 60" w External Support Channel for 72" w Worksurface (1) CSL2429F Freestanding 24" d x 29-1/2" h Support Leg (1) CS724 Half Height 14" h x 72" w Modesty Panel (1) T5922ER Corner Cove 36" x 72"-24" Left /24"Right Extended Right Hand Flat w/Grommets (1) T52460S Primary 24" d x 60" w Flat Edge Laminate w/Grommets (1) YPPM271518BBFMA with (2) Oval Metal Grommets, Matte Silver B/B/F Mobile Ped 27" h x 15" w x 18" d Metal Front (1) YPLP283018FFM Arch Pull, Anodized Silver Align 28" h x 30" w x 18" d, 2H Lateral Plinth Metal Front Recessed Plinth Arch Pull, Anodized Silver (1) ESC530A Essentials 64-1/4" h x 30" w Storage Cabinet Arch Pull, Anodized Silver Essentials Bookcase 34-1/2" w x 12-5/8" d x 41" h, 3-Shelf (2) EBC42 Structure 48" Diameter Round Laminate Table Top Square Edge AMPTLF48RND Structure X Base Large Seated Height with Glides AMPTXL29G</p> <p>**All Storage shall be keyed alike**</p>	Laminate: Brazilwood Edge: Brazilwood Metal: Titanium	\$12,900.00	62.92%	\$4,783.04
86	Item Q10	Allsteel	<p>Private Office - Spring Mills Elementary Comprised of the following:</p> <p>(2) CEP2429F Freestanding 24" d x 29-1/2" h End Panel Support (1) CS604 Half Height 14" h x 60" w Modest Panel (1) CSL2429F Freestanding 24" d x 29-1/2" h Support Leg (1) T52466S Primary 24" d x 66" w Flat Edge Laminate w/Grommets (1) T5822ER with (2) Oval Metal Grommets, Matte Silver Corner Cove 60" x 36"-24" Left /24" Right Extended Left Hand Flat w/Grommets (1) Z5SC60 48" w External Support Channel for 60" w Worksurface (1) YPPM271518BBFMA B/B/F Mobile Ped 27" h x 15" w x 18" d Metal Front (1) YPLP283018FFM Arch Pull, Anodized Silver Align 28" h x 30" w x 18" d, 2H Lateral Plinth Metal Front Recessed Plinth Arch Pull, Anodized Silver (1) EBC42 Essentials Bookcase 34-1/2" w x 12-5/8" d x 41" h, 3-Shelf (1) AMPTLF36RND Structure 36" Diameter Round Laminate Table Top Square Edge (1) AMPTXM29G Structure X Base Medium Seated Height with Glides</p> <p>**All Storage shall be keyed alike**</p>	Laminate: Brazilwood Edge: Brazilwood Metal: Titanium	\$8,651.00	64.02%	\$3,112.48

87	Item Q11	Allsteel	(1) CDG (2) CEP2429F (1) Z5SC72 (1) CSL2429F (1) CS724 (1) T5922ER (1) T52460S (1) YPPM271518BBFMA (1) YPLP283018FFM (1) ESC530A (2) EBC42 AMPTLF48RND AMPTXL29G	Principal's Office - Apollo ECC Comprised of the following: Gussets - One Pair Freestanding 24" d x 29-1/2" h End Panel Support 60" w External Support Channel for 72" w Worksurface Freestanding 24" d x 29-1/2" h Support Leg Half Height 14" h x 72" w Modesty Panel Corner Cove 36" x 72"-24" Left /24"Right Extended Right Hand Flat w/Grommets Primary 24" d x 60" w Flat Edge Laminate w/Grommets with (2) Oval Metal Grommets, Matte Silver B/B/F Mobile Ped 27" h x 15" w x 18" d Metal Front Arch Pull, Anodized Silver Align 28" h x 30" w x 18" d, 2H Lateral Plinth Metal Front Recessed Plinth Arch Pull, Anodized Silver Essentials 64-1/4" h x 30" w Storage Cabinet Arch Pull, Anodized Silver Essentials Bookcase 34-1/2" w x 12-5/8" d x 41" h, 3-Shelf Structure 48" Diameter Round Laminate Table Top Square Edge Structure X Base Large Seated Height with Glides **All Storage shall be keyed alike**	Laminate: Brazilwood Edge: Brazilwood Metal: Titanium	\$11,674.00	63.30%	\$4,292.64
88	Item Q12	Allsteel	(2) CEP2429F (1) CS604 (1) CDG (1) CSL2429F (1) T52466S (1) T5822ER (1) Z5SC60 (1) YPPM271518BBFMA (1) YPLP283018FFM (1) EBC42 (1) AMPTLF36RND (1) AMPTXM29G	Private Office - Apollo ECC Comprised of the following: Freestanding 24" d x 29-1/2" h End Panel Support Half Height 14" h x 60" w Modest Panel Gusset - One Pair Freestanding 24" d x 29-1/2" h Support Leg Primary 24" d x 66" w Flat Edge Laminate w/Grommets with (2) Oval Metal Grommets, Matte Silver Corner Cove 60" x 36"-24" Left /24" Right Extended Left Hand Flat w/Grommets 48" w External Support Channel for 60" w Worksurface B/B/F Mobile Ped 27" h x 15" w x 18" d Metal Front Arch Pull, Anodized Silver Align 28" h x 30" w x 18" d, 2H Lateral Plinth Metal Front Recessed Plinth Arch Pull, Anodized Silver Essentials Bookcase 34-1/2" w x 12-5/8" d x 41" h, 3-Shelf Structure 36" Diameter Round Laminate Table Top Square Edge Structure X Base Medium Seated Height with Glides **All Storage shall be keyed alike**	Laminate: Brazilwood Edge: Brazilwood Metal: Titanium	\$8,547.00	63.97%	\$3,079.20
89	Q13	Allsteel	ESC530A	Essentials 64-1/4" h x 30" w Storage Cabinet Keyed Alike by Building	Metal: Titanium	\$2,215.00	60.11%	\$883.60
90	Item Q13B	Allsteel	ESC530A	Essentials 64-1/4" h x 30" w Storage Cabinet Keyed Alike by Building	Metal: Pebble	\$2,215.00	60.11%	\$883.60
91	Item Q15A	Allsteel	(1) T52460S (1) T5922EL (1) CSL2429F (2) CDG (1) CEP2429F (1) Z5SC72 (1) CS724 (1) YPLP283018FFM (1) YPPM271518BBFM (1) EBC42 (1) AMPTLF36RND (1) AMPTXM29G	Private Office - Milford HS. Comprised of the following: Primary 24Dx60W Flat Eg Lam w/ Grommets Corner Cove 72x36-24L/s4R Extd LH Flat w/ Grommets Freestanding 24Dx29-1/2H Sup Leg Gussets Freestanding 24Dx29-1/2H End Panel Sup 60W External Supt Channel for 72W W/S Half Height 14Hx72W Modesty Panel Align 28x30x18 2H Lateral Plinth Metal Front Align Ped 27x15x18 BBF Metal Front Mobile Essentials Bookcase 34-1/2Wx12-5/8x41H 3- Shelf Structure 36" Diameter Round Top Laminate Structure X BAs Med Seated Height with Glides **All Storage shall be keyed alike**	Laminate: Brazilwood Edge: Brazilwood Metal: Pebble	\$8,879.00	64.12%	\$3,185.44

92	Item Q16	Allsteel	<p>(4) CEP2429F</p> <p>(2) CS724</p> <p>(2) CDG</p> <p>(2) CSL2429F</p> <p>(2) T52460S</p> <p>(2) T5922ER</p> <p>(2) Z5SC72</p> <p>(2) YPPM271518BBFMA</p> <p>(2) YPLP283018FFM</p> <p>(2) AMPTLF36RND</p> <p>(2) AMPTXM29G</p> <p>(2) ESC530A</p>	<p>Private Office - Milford HS. Comprised of the following:</p> <p>Freestanding 24" d x 29-1/2" h End Panel Support</p> <p>Half Height 14" h x 72" w Modesty Panel Gusset - One Pair</p> <p>Freestanding 24" d x 29-1/2" h Support Leg</p> <p>Primary 24" d x 60" w Flat Edge Laminate w/Grommets</p> <p>with (2) Oval Metal Grommets, Matte Silver</p> <p>Corner Cove 72" x 36"-24" Left /24" Right</p> <p>Extended Right Hand Flat w/Grommets</p> <p>60" w External Support Channel for 72" w</p> <p>Worksurfaces</p> <p>B/B/F Mobile Ped 27" h x 15" w x 18" d Metal</p> <p>Front Arch Pull, Anodized Silver</p> <p>Align 28" h x 30" w x 18" d, 2H Lateral Plinth</p> <p>Metal Front, Recessed Plinth</p> <p>Arch Pull, Anodized Silver</p> <p>Structure 36" Diameter Round Laminate</p> <p>Tables Top, Sqare Edge</p> <p>Structure X Base Medium Seated Height with</p> <p>Glides</p> <p>Essentials 64 1/4"Hx30W Storage Cabinet</p> <p>Arch Pull</p> <p>**All Storage shall be keyed alike**</p>	<p>Laminate: Brazilwood</p> <p>Edge: Brazilwood</p> <p>Metal: Pebble</p>	\$19,833.10	63.74%	\$7,191.52
93	Item Q17A	Allsteel	<p>(1) T52460S</p> <p>(1) T5922EL</p> <p>(1) CSL2429F</p> <p>(1) CDG</p> <p>(2) CEP2429F</p> <p>(1) Z5SC72</p> <p>(1) CS724</p> <p>(1) YPPM271518BBFM</p> <p>(1) YPLP283018FFM</p> <p>(1) ESC530A</p> <p>(2) EBC42</p> <p>(1)AMPTLF48RND</p> <p>(1) AMPTXL29G</p>	<p>Principal's Office - Milford HS. Comprised of the following:</p> <p>Primary 24Dx60W Flat Edge Laminate w/</p> <p>Grommets</p> <p>Corner Cove 72x36-24L/24R Extd LH Flat</p> <p>with Grommets</p> <p>Freestanding 24Dx29-1/2H Sup Leg</p> <p>Gussets</p> <p>Freestanding 24Dx29-1/2H End Panel</p> <p>60W External Supt Channel for 72W W/S</p> <p>Half Height 14Hx72W Modesty Panel</p> <p>Align Pedestal 27x15x18 BBF Metal Front</p> <p>Mobile</p> <p>Align 28x30x18 2H Lateral Plinth Metal Front</p> <p>Essentials 64-1/4Hx30W Storage Cabinet.</p> <p>Arch Pull</p> <p>Essentials Bookcase 34-1/2Wx12-5/8Dx41H</p> <p>3 Shelf</p> <p>Structure 48" Round Top Laminate Square</p> <p>Edge</p> <p>Structure X Base Large Seated Height with</p> <p>Glides</p> <p>**All Storage shall be keyed alike**</p>	<p>Laminate: Brazilwood</p> <p>Edge: Brazilwood</p> <p>Metal: Pebble</p>	\$12,900.00	62.92%	\$4,783.04
94	Item Q17B	Allsteel	<p>(1) T52460S</p> <p>(1) T5922ER</p> <p>(1) CSL2429F</p> <p>(1) CDG</p> <p>(2) CEP2429F</p> <p>(1) Z5SC72</p> <p>(1) CS724</p> <p>(1) YPPM271518BBFM</p> <p>(1) YPLP283018FFM</p> <p>(1) ESC530A</p> <p>(2) EBC42</p> <p>(1) AMPTLF48RND</p> <p>(1) AMPTXL29G</p>	<p>2nd Floor Private Office - Milford HS. Comprised of the following:</p> <p>Primary 24Dx60W Flat Edge Laminate w/</p> <p>Grommets</p> <p>Corner Cove 72x36-24L/24R Extd RH Flat</p> <p>with Grommets</p> <p>Freestanding 24Dx29-1/2H Sup Leg</p> <p>Gussets</p> <p>Freestanding 24Dx29-1/2H End Panel</p> <p>60W External Supt Channel for 72W W/S</p> <p>Half Height 14Hx72W Modesty Panel</p> <p>Align Pedestal 27x15x18 BBF Metal Front</p> <p>Mobile</p> <p>Align 28x30x18 2H Lateral Plinth Metal Front</p> <p>Essentials 64-1/4Hx30W Storage Cabinet.</p> <p>Arch Pull</p> <p>Essentials Bookcase 34-1/2Wx12-5/8Dx41H</p> <p>3 Shelf</p> <p>Structure 48" Round Top Laminate Square</p> <p>Edge</p> <p>Structure X Base Large Seated Height with</p> <p>Glides</p> <p>**All Storage shall be keyed alike**</p>	<p>Laminate: Brazilwood</p> <p>Edge: Brazilwood</p> <p>Metal: Pebble</p>	\$12,900.00	62.92%	\$4,783.04
95	Item Q18	Allsteel	<p>(1) T52460S</p> <p>(1) T5922EL</p> <p>(1) CSL2429F</p> <p>(1) CDG</p> <p>(2) CEP2429F</p> <p>(1) Z5SC72</p> <p>(1) CS724</p> <p>(1) YPPM271518BBFM</p> <p>(1) YPLP283018FFM</p> <p>(1) AMPTLF48RD</p>	<p>Private Office - Milford HS. Comprised of the following:</p> <p>Primary 24Dx60W Flat Edge Laminate w/</p> <p>Grommets</p> <p>Corner Cove 72x36-24L/24R Extd LH Flat</p> <p>with Grommets</p> <p>Freestanding 24Dx29-1/2H Sup Leg</p> <p>Gussets</p> <p>Freestanding 24Dx29-1/2H End Panel</p> <p>60W External Supt Channel for 72W W/S</p> <p>Half Height 14Hx72W Modesty Panel</p> <p>Align Pedestal 27x15x18 BBF Metal Front</p> <p>Mobile</p> <p>Align 28x30x18 2H Lateral Plinth Metal Front</p> <p>Structure 48" Diameter Round Top Table</p> <p>**All Storage shall be keyed alike**</p>	<p>Laminate: Brazilwood</p> <p>Edge: Brazilwood</p> <p>Metal: Pebble</p>	\$6,981.00	64.92%	\$2,448.85

96	Item Q19A	Allsteel	(1) T52460S (1) T5922EL (1) CSL2429F (1) CDG (2) CEP2429F (1) Z5SC72 (1) CS724 (1) YPPM271518BBFM (1) YPLP283018FFM (1) EBC42 (1) AMPTZL29G	Private Office - Milford HS. Comprised of the following: Primary 24Dx60W Flat Edge Laminate w/ Grommets Corner Cove 72x36-24L/24R Extd LH Flat with Grommets Freestanding 24Dx29-1/2H Sup Leg Gussets Freestanding 24Dx29-1/2H End Panel 60W External Supt Channel for 72W W/S Half Height 14Hx72W Modesty Panel Align Pedestal 27x15x18 BBF Metal Front Mobile Align 28x30x18 2H Lateral Plinth Metal Front Essentials Bookcase 34-1/2" w x 12-5/8" d x 41" h, 3-Shelf Structure X Base Large Seated with Glides **All Storage shall be keyed alike**	Laminate: Brazilwood Edge: Brazilwood Metal: Pebble	\$8,464.00	61.44%	\$3,009.68
97	Item Q19B	Allsteel	(1) T52460S (1) T5922ER (1) CSL2429F (1) CDG (2) CEP2429F (1) Z5SC72 (1) CS724 (1) YPPM271518BBFM (1) YPLP283018FFM (1) EBC42 (1) AMPTZL29G	Private Office - Milford HS. Comprised of the following: Primary 24Dx60W Flat Edge Laminate w/ Grommets Corner Cove 72x36-24L/24R Extd RH Flat with Grommets Freestanding 24Dx29-1/2H Sup Leg Gussets Freestanding 24Dx29-1/2H End Panel 60W External Supt Channel for 72W W/S Half Height 14Hx72W Modesty Panel Align Pedestal 27x15x18 BBF Metal Front Mobile Align 28x30x18 2H Lateral Plinth Metal Front Essentials Bookcase 34-1/2" w x 12-5/8" d x 41" h, 3-Shelf Structure X Base Large Seated with Glides **All Storage shall be keyed alike**	Laminate: Brazilwood Edge: Brazilwood Metal: Pebble	\$9,356.00	63.73%	\$3,393.20
98	Item Q20	Allsteel	(1) T52460S (1) T5922EL (1) CSL2429F (2) CEP2429F (1) Z5SC72 (1) CSCMP7229 (1) CS369 (1) CS609 (1) CDL29 (1) YPPM271518BBFM (1) YPLP283018FFM (1) ESC530A (1) EBC42 (1) AMPTLF36RND (1) AMPTXM29G	Private Office - Record Room - Milford HS. Comprised of the following: Primary 24Dx60W Flat Edge Laminate with Grommets Corner Cove 72x36-24L/24R Extd LH Flat w/Groms Freestanding 24Dx29-1/2H Sup Leg Freestanding 24DX29-1/2H End Pnl Sup 60W External Supt Channel for 72W W/S Stand-Alone Cnr 29-1/2Hx72W Mod Pnl Full-Hgt 29-1/2Hx36W Mod Pnl Full-Hgt 29-1/2Hx60W Mod Pnl Corner Desk Leg 29-1/2H Align Ped 27x15x18 BBF MetFront Mobile Align 28x30x18 2H Lateral Plinth MetFront Essentials 64-1/4Hx30W Storage Cabinet Arch Pull Ess Bookcase 34-1/2Wx12-5/8Dx41H 3-Shelf Structure 36" Diameter Round Top Lam SqrEdge Structure X Base Med. Seated Height with Glides **All Storage shall be keyed alike**	Laminate: Brazilwood Edge: Brazilwood Metal: Pebble	\$11,993.00	63.52%	\$4,375.40
99	Item Q21	Allsteel	(9)T52460S (9) T5922ER (9) CSL2429 (9) CDG (18) CEP2429F (9) Z5SC72 (9) CS724 (9) YPLP283018FFM (9) YPPM271518BBFM (18) OH1536FDA (18) TWTH (9) EBC42 (9) AMPTLF36RND (9) AMPTXM29G (18) ZWMTB2036	Private Office - Milford HS. Comprised of the following: Primary 24Dx60W Flat Eg Laminate w/ Grommets Corner Cove 36x72x24L/24R Extd RH Flat w/ Grommet Freestanding 24Dx29-1/2H Sup Leg Gussets Freestanding 24Dx29-1/2H End Panel Sup 60W External Supt Channel for 72W W/S Half Hgt 14Hx72W Mod Pn Align 28x30x18 2H Lateral Plinth Metal Front Align Ped 27x15x18 BBF Metal Front, Mobile 15H x36W Flipper Door Overhead-Arch Pull Horizontal Wall Track Ess Bookcase 34-1/2Wx12-5/8Dx41H 3-Shelf Structure 36" Diameter Round Top Laminate Square Edge Structure X Base Med. Seated Height with Glides Strd 20Hx36W Wall-Mounted Tackboard **All Storage shall be keyed alike**	Laminate: Brazilwood Edge: Brazilwood Metal: Titanium Fabric: Noble	\$121,069.00	62.90%	\$44,912.66

100	Item Q22A	Allsteel	<p>Private Office - Lakeland High School Comprised of the following:</p> <p>(2) CEP2429F Freestanding 24" d x 29-1/2" h End Panel Support (1) CS604 (1) CSL2429F Freestanding 24" d x 29-1/2" h Support Leg (1) T52466S Primary 24" d x 66" w Flat Edge Laminate w/Grommets with (2) Oval Metal Grommets, Matte Silver (1) T5822EL Corner Cove 60" x 36"-24"/24" Left Extended Left Hand Flat w/Grommets (1) Z5SC60 48" w External Support Channel for 60" w Worksurface (1) YPPM271518BBFM B/B/F Mobile Ped 27" h x 15" w x 18" d Metal Front Arch Pull, Anodized Silver (1) YPLP283018FFM Align 28" h x 30" w x 18" d, 2H Lateral Plinth Metal Front Recessed Plinth Arch Pull, Anodized Silver (1) EBC42 Essentials Bookcase 34-1/2" w x 12-5/8" d x 41" h, 3-Shelf (1) AMPTLF36RND Structure 36" Diameter Round Laminate Table Top Square Edge (1) AMPTXM29G Structure X Base Medium Seated Height with Glides (1) CDG Gussets (1PR) **All Storage shall be keyed alike**</p>	<p>Private Office - Lakeland High School Comprised of the following:</p> <p>(2) CEP2429F Freestanding 24" d x 29-1/2" h End Panel Support (1) CS604 (1) CSL2429F Freestanding 24" d x 29-1/2" h Support Leg (1) T52466S Primary 24" d x 66" w Flat Edge Laminate w/Grommets with (2) Oval Metal Grommets, Matte Silver (1) T5822ER Corner Cove 60" x 36"-24"/24" Right Extended Left Hand Flat w/Grommets (1) Z5SC60 48" w External Support Channel for 60" w Worksurface (1) YPPM271518BBFM B/B/F Mobile Ped 27" h x 15" w x 18" d Metal Front Arch Pull, Anodized Silver (1) YPLP283018FFM Align 28" h x 30" w x 18" d, 2H Lateral Plinth Metal Front Recessed Plinth Arch Pull, Anodized Silver (1) EBC42 Essentials Bookcase 34-1/2" w x 12-5/8" d x 41" h, 3-Shelf (1) AMPTLF36RND Structure 36" Diameter Round Laminate Table Top Square Edge (1) AMPTXM29G Structure X Base Medium Seated Height with Glides (1) CDG Gussets (1PR) **All Storage shall be keyed alike**</p>	Laminate: Brazilwood Edge: Brazilwood Metal: Titanium	\$8,804.00	64.11%	\$3,159.84
101	Item Q22B	Allsteel	<p>Private Office - Lakeland High School Comprised of the following:</p> <p>(2) CEP2429F Freestanding 24" d x 29-1/2" h End Panel Support (1) CS604 (1) CSL2429F Freestanding 24" d x 29-1/2" h Support Leg (1) T52466S Primary 24" d x 66" w Flat Edge Laminate w/Grommets with (2) Oval Metal Grommets, Matte Silver (1) T5822ER Corner Cove 60" x 36"-24"/24" Right Extended Left Hand Flat w/Grommets (1) Z5SC60 48" w External Support Channel for 60" w Worksurface (1) YPPM271518BBFM B/B/F Mobile Ped 27" h x 15" w x 18" d Metal Front Arch Pull, Anodized Silver (1) YPLP283018FFM Align 28" h x 30" w x 18" d, 2H Lateral Plinth Metal Front Recessed Plinth Arch Pull, Anodized Silver (1) EBC42 Essentials Bookcase 34-1/2" w x 12-5/8" d x 41" h, 3-Shelf (1) AMPTLF36RND Structure 36" Diameter Round Laminate Table Top Square Edge (1) AMPTXM29G Structure X Base Medium Seated Height with Glides (1) CDG Gussets (1PR) **All Storage shall be keyed alike**</p>	<p>Private Office - Lakeland High School Comprised of the following:</p> <p>(2) CEP2429F Freestanding 24" d x 29-1/2" h End Panel Support (1) CS604 (1) CSL2429F Freestanding 24" d x 29-1/2" h Support Leg (1) T52466S Primary 24" d x 66" w Flat Edge Laminate w/Grommets with (2) Oval Metal Grommets, Matte Silver (1) T5822ER Corner Cove 60" x 36"-24"/24" Right Extended Left Hand Flat w/Grommets (1) Z5SC60 48" w External Support Channel for 60" w Worksurface (1) YPPM271518BBFM B/B/F Mobile Ped 27" h x 15" w x 18" d Metal Front Arch Pull, Anodized Silver (1) YPLP283018FFM Align 28" h x 30" w x 18" d, 2H Lateral Plinth Metal Front Recessed Plinth Arch Pull, Anodized Silver (1) EBC42 Essentials Bookcase 34-1/2" w x 12-5/8" d x 41" h, 3-Shelf (1) AMPTLF36RND Structure 36" Diameter Round Laminate Table Top Square Edge (1) AMPTXM29G Structure X Base Medium Seated Height with Glides (1) CDG Gussets (1PR) **All Storage shall be keyed alike**</p>	Laminate: Brazilwood Edge: Brazilwood Metal: Titanium	\$8,804.00	64.11%	\$3,159.84
102	Item Q23	Allsteel	<p>Private Office - Lakeland High School Comprised of the following:</p> <p>(1) T52466S Primary 24Dx66W Flat Eg Lam w/Grommets (1) T5822EL Corner Cove 60x36-24L/24R Extd LH Flat with Grommets (1) CDG Gussets (1Pr) (2) CEP2429F Freestanding 24DX29-1/2H End Pnl Sup (1) CSL2429F Freestanding 24Dx29-1/2H Sup Leg (1) Z5SC60 48W External Supt Channel for 60W W/S (1) CS604 Half Hgt 14Hx60W Mod Pnl (1) YPLP283018FFM Align 28x30x18 2H Lateral Plinth MetFront (1) YPPM271518BBFM Align Ped 27x15x18 BBF MetFront Mobile (1) EBC42 Ess Bookcase 34-1/2Wx12-5/8Dx41H 3-Shelf **All Storage shall be keyed alike**</p>	<p>Private Office - Lakeland High School Comprised of the following:</p> <p>(1) T52466S Primary 24Dx66W Flat Eg Lam w/Grommets (1) T5822EL Corner Cove 60x36-24L/24R Extd LH Flat with Grommets (1) CDG Gussets (1Pr) (2) CEP2429F Freestanding 24DX29-1/2H End Pnl Sup (1) CSL2429F Freestanding 24Dx29-1/2H Sup Leg (1) Z5SC60 48W External Supt Channel for 60W W/S (1) CS604 Half Hgt 14Hx60W Mod Pnl (1) YPLP283018FFM Align 28x30x18 2H Lateral Plinth MetFront (1) YPPM271518BBFM Align Ped 27x15x18 BBF MetFront Mobile (1) EBC42 Ess Bookcase 34-1/2Wx12-5/8Dx41H 3-Shelf **All Storage shall be keyed alike**</p>	Laminate: Brazilwood Edge: Brazilwood Metal: Titanium	\$7,492.00	64.67%	\$2,646.96
103	Item Q24A	Allsteel	<p>Private Office - Lakeland High School Comprised of the following:</p> <p>(1) T52466S Primary 24Dx66W Flat Eg Lam w/Grommets (1) T5822EL Corner Cove 60x36-24L/24R Extd LH Flat w/Groms (1) CDL29 Corner Desk Leg 29-1/2H (1) CSL2429F Freestanding 24Dx29-1/2H Sup Leg (2) CEP2429F Freestanding 24DX29-1/2H End Pnl Sup (1) Z5SC60 48W External Supt Channel for 60W W/S (1) CS369 Full-Hgt 29-1/2Hx36W Mod Pnl (1) CSCMP6029 Stand-Alone Cnr 29-1/2Hx60W Mod Pnl (1) CS669 Full-Hgt 29-1/2Hx66W Mod Pnl (1) YPLP283018FFM Align 28x30x18 2H Lateral Plinth MetFront (1) YPPM271518BBFM Align Ped 27x15x18 BBF MetFront Mobile **All Storage shall be keyed alike**</p>	<p>Private Office - Lakeland High School Comprised of the following:</p> <p>(1) T52466S Primary 24Dx66W Flat Eg Lam w/Grommets (1) T5822EL Corner Cove 60x36-24L/24R Extd LH Flat with Groms (1) CDL29 Corner Desk Leg 29-1/2H (1) CSL2429F Freestanding 24Dx29-1/2H Sup Leg (2) CEP2429F Freestanding 24DX29-1/2H End Pnl Sup (1) Z5SC60 48W External Supt Channel for 60W W/S (1) CS369 Full-Hgt 29-1/2Hx36W Mod Pnl (1) CSCMP6029 Stand-Alone Cnr 29-1/2Hx60W Mod Pnl (1) CS669 Full-Hgt 29-1/2Hx66W Mod Pnl (1) YPLP283018FFM Align 28x30x18 2H Lateral Plinth MetFront (1) YPPM271518BBFM Align Ped 27x15x18 BBF MetFront Mobile **All Storage shall be keyed alike**</p>	Laminate: Brazilwood Edge: Brazilwood Metal: Titanium	\$6,907.00	65.81%	\$2,361.68

104	Item Q24B	Allsteel	(1) T52466S (1) T5822ER (1) CDL29 (1) CSL2429F (2) CEP2429F (1) Z5SC60 (1) CS369 (1) CSCMP6029 (1) CS669 (1) YPLP283018FFM (1) YPPM271518BBFM	Private Office - Lakeland High School Comprised of the following: Primary 24Dx66W Flat Eg Lam w/Grommets Corner Cove 60x36-24L/24R Extd RH Flat w/Groms Corner Desk Leg 29-1/2H Freestanding 24Dx29-1/2H Sup Leg Freestanding 24DX29-1/2H End Pnl Sup 48W External Supt Channel for 60W W/S Full-Hgt 29-1/2Hx36W Mod Pnl Stand-Alone Cnr 29-1/2Hx60W Mod Pnl Full-Hgt 29-1/2Hx66W Mod Pnl Align 28x30x18 2H Lateral Plinth MetFront Align Ped 27x15x18 BBF MetFront Mobile **All Storage shall be keyed alike**	Laminate: Brazilwood Edge: Brazilwood Metal: Titanium	\$6,867.00	65.82%	\$2,347.28
105	Item Q25A	Allsteel	(2) T52466S (2) T5822EL (2) CDG (4) CEP2429F (2) CSL2429F (1) Z5SC60 (2) CS604 (2) YPLP283018FFM (2) YPPM271518BBFM	Private Office - Lakeland High School Comprised of the following: Primary 24Dx66W Flat Eg Lam w/Grommets Corner Cove 60x36-24L/24R Extd LH Flat w/Groms Gussets (1 Pr) Freestanding 24DX29-1/2H End Pnl Sup Freestanding 24Dx29-1/2H Sup Leg 48W External Supt Channel for 60W W/S Half Hgt 14Hx60W Modesty Panel Align 28x30x18 2H Lateral Plinth MetFront Align Ped 27x15x18 BBF MetFront Mobile **All Storage shall be keyed alike**	Laminate: Brazilwood Edge: Brazilwood Metal: Titanium	\$12,327.00	65.57%	\$4,244.32
106	Item Q25B	Allsteel	(1) T52466S (1) T5822ER (1) CDG (2) CEP2429F (1) CSL2429F (1) Z5SC60 (1) CS604 (1) YPLP283018FFM (1) YPPM271518BBFM	Private Office - Lakeland High School Comprised of the following: Primary 24Dx66W Flat Eg Lam w/Grommets Corner Cove 60x36-24L/24R Extd RH Flat w/Groms Gussets (1 Pr) Freestanding 24DX29-1/2H End Pnl Sup Freestanding 24Dx29-1/2H Sup Leg 48W External Supt Channel for 60W W/S Half Hgt 14Hx60W Modesty Panel Align 28x30x18 2H Lateral Plinth MetFront Align Ped 27x15x18 BBF MetFront Mobile **All Storage shall be keyed alike**	Laminate: Brazilwood Edge: Brazilwood Metal: Titanium	\$6,226.00	65.89%	\$2,123.43
107	Item Q26	Allsteel	(2) T52460S (2) T5922ER (2) CDG (4) CEP2429F (2) CSL2429F (2) Z5SC72 (2) CS724 (2) YPLP283018FFM (2) YPPM271518BBFM (2) YPTP652424LBBFM (4) EBC42 (2) AMPTLF48RND (2) AMPTXL29G	IA and Lakeland Principal's Private Office - Comprised of the following: Primary 24Dx60W Flat Eg Lam w/Grommets Corner Cove 36x72-24L/24R Extd RH Flat w/Grom Gussets (1 Pr) Freestanding 24DX29-1/2H End Pnl Sup Freestanding 24Dx29-1/2H Sup Leg 60W External Supt Channel for 72W W/S Half Hgt 14Hx72W Mod Pnl Align 28x30x18 2H Lateral Plinth MetFront Align Ped 27x15x18 BBF MetFront Mobile Align 65x24x24 Personal Twr MetFront Plinth Ess Bookcase 34-1/2Wx12-5/8Dx41H 3-Shelf Structure 48" Diameter Round Top Lam SqrEdge Structure X Base Large Seated Height with Glides **All Storage shall be keyed alike**	Laminate: Brazilwood Edge: Brazilwood Metal: Titanium	\$29,021.00	62.58%	\$10,859.52
108	Item Q27	Allsteel	YPTP652424LBBFM	Personal Tower Align 65x24x24 With Metal Front Plinth	Titanium Anodized Silver Hardware	\$3,897.00	60.06%	\$1,556.40
109	Item Q28	Allsteel	YPPM271524BBFM--A-PR0- \$(P1)-.P8T-\$(MATCH)-.NA- X	Reception + Student Services Align Ped 27x15x24 BBF Metal Front Mobile. Arch Pull Keyed Alike per Building	Lakeland HS Metal: Titanium Milford HS Metal: Pebble	\$1,235.00	68.00%	\$395.20
110	Item Q29	Allsteel	YPPM271524FFM--A-PR0- \$(P1)-.P8T-\$(MATCH)-.NA- X	Reception + Student Services Align Ped 27x15x24 FF Metal Front Mobile. Arch Pull Keyed Alike per Building	Lakeland HS Metal: Titanium Milford HS Metal: Pebble	\$1,235.00	68.00%	\$395.20
111	Item Q30	Allsteel	CSDC25--\$(P1)-.P27-.STD	Reception + Student Services Center Drawer 24-3/4Wx14-3/4Dx3H with Lock Random Key	Black	\$314.00	68.00%	\$100.48
112	Item Q31	Allsteel	(1) T52460S (1) T5922ER (1) CDG (2) CEP2429F (1) CSL2429F (1) Z5SC72 (1) CS724 (1) YPLP283018FFM (1) YPPM271518BBFM (1) YPTP652424LBBFM (2) EBC42 (1) AMPTLF48RND (1) AMPTXL29G (2) OH1536FDA (2) TWTH (2) ZWMTB2036	Primary 24Dx60W Flat Eg Lam w/Grommets Corner Cove 36x72-24L/24R Extd RH Flat w/Grom Gussets (1 Pr) Freestanding 24DX29-1/2H End Pnl Sup Freestanding 24Dx29-1/2H Sup Leg 60W External Supt Channel for 72W W/S Half Hgt 14Hx72W Mod Pnl Align 28x30x18 2H Lateral Plinth MetFront Align Ped 27x15x18 BBF MetFront Mobile Align 65x24x24 Personal Twr MetFront Plinth Ess Bookcase 34-1/2Wx12-5/8Dx41H 3-Shelf Structure 48" Diameter Round Top Lam SqrEdge Structure X Base Large Seated Height with Glides 15H x 36W Flipper Door Overhead - Arch Pull Horizontal Wall Track Strd 20H x 36W Wall-Mounted Tackboard Fabric: Ceturion Color: Frost **All Storage shall be keyed alike**	Laminate: Brazilwood Edge: Brazilwood Metal: Titanium	\$19,146.00	62.10%	\$7,256.18

113	Item Q31	Allsteel	(1) T52460S (1) T5922ER (1) CDG (2) CEP2429F (1) CSL2429F (1) Z5SC72 (1) CS724 (1) YPLP283018FFM (1) YPPM271518BBFM (1) YPTP652424LBBFM (2) EBC42 (1) AMPTLF48RND (1) AMPTXL29G (2) OH1536FDA (2) TWTH (2) ZWMTB2036	Primary 24Dx60W Flat Eg Lam w/Grommets Corner Cove 36x72-24L/24R Extd RH Flat w/Grom Gussets (1 Pr) Freestanding 24DX29-1/2H End Pnl Sup Freestanding 24Dx29-1/2H Sup Leg 60W External Supt Channel for 72W W/S Half Hgt 14Hx72W Mod Pnl Align 28x30x18 2H Lateral Plinth MetFront Align Ped 27x15x18 BBF MetFront Mobile Align 65x24x24 Personal Twr MetFront Plinth Ess Bookcase 34-1/2Wx12-5/8Dx41H 3-Shelf Structure 48" Diameter Round Top Lam SqrEdge Structure X Base Large Seated Height with Glides 15H x 36W Flipper Door Overhead - Arch Pull Horizontal Wall Track Strd 20H x 36W Wall-Mounted Tackboard Fabric: Ceturion Color: Frost **All Storage shall be keyed alike**	Laminate: Brazilwood Edge: Brazilwood Metal: Titanium	\$19,146.00	62.10%	\$7,256.18
114	Item Q33	Allsteel	(1) YPLP283018FFM--.BX-.A- PRO-(P1)-.P8R-(MATCH)- .NA- (1) YPPM271518BBFM--.A- PRO-(P1)-.P8R-(MATCH)- .NA- (1) LKFE4SLV--\$(KEYNUM)- .X200-1 (1) CDG--\$(P1)-.P8R (2) CEP2429F--\$(P1)-.P8R (1) CS724--\$(P1)-.P8R (1) CSL2429F--\$(P1)-.P8R (1) T52460S--\$(L1PTR)- .WLB5-.P (1) T5922EL--\$(L1PTR)- .WLB5-.P (1) Z5SC72 (2) OH1536FDA--.YZ-(P1)- .P8R-.EL-.STD (2) TWTH (2) ZWMTB2036-NBLE-14	Milford HS Classroom 704 Align 28x30x18 2H Lateral Plinth MetFron Align Ped 27x15x18 BBF MetFront Mobile Lock Core Kit Silver - 4 Cores 2 Key Gussets Freestanding 24DX29-1/2H End Pnl Sup Half Hgt 14Hx72W Mod Pnl Freestanding 24Dx29-1/2H Sup Leg Primary 24Dx60W Flat Eg Lam w/Grommets Corner Cove 72x36-24L/24R Extd LH Flat w/Groms 60W External Supt Channel for 72W W/S 15H x36W Flipper Door Overhead-Arch Pull Horizontal Wall Track Strd 20Hx36W Wall-Mounted Tackboard	Laminate: Brazilwood Edge: Brazilwood Metal: Pebble	\$8,833.00	66.30%	\$2,976.40
115	Item T1	Sit On It	2723 Y/e3 A142 FG1 C17 B17 B3 FC1 KD	Amplify Chair Back Style: Upholstered Size: High Back with Adjustable Lumbar Arm Style: Multi-Adjustable Mechanism: Enhanced Synchro with Seat Depth Adjustment Casters for LVT Floors	Frame Color: Black Base Color: Black Upholstery: Sit On It "Venice" in the color Milestone	\$1,091.00	55.06%	\$490.27
116	Item T2	Sit On It	2723 Y/e3 A142 FG1 C16 B17 B3 FC1 KD	Amplify Chair Back Style: Upholstered Size: High Back with Adjustable Lumbar Arm Style: Multi-Adjustable Mechanism: Enhanced Synchro with Seat Depth Adjustment Casters for Carpet	Frame Color: Black Base Color: Black Upholstery: Sit On It "Venice" in the color Milestone	\$1,051.00	55.06%	\$472.30
117	Item T3	Sit On It	1181 FT2 FC1 PS SC5	Armless Sprout Multipurpose Chair Wire Rod Chair Glides for LVT / Heavy Commercial Use	Plastic Shell Color:Navy Frame Color: Black	\$237.00	55.06%	\$106.51
118	Item T4	Sit On It	1011 FT1 S2 FC1 PS A0 SC5	Armless Lumin Bar Stool Bar 30-Inch Stool Glides for LVT / Heavy Commercial Use	Plastic Shell Color: Navy Frame Color: Black	\$492.00	55.06%	\$221.10
119	Item T5	Sit On It	CART	Sprout Stacking Cart		\$399.00	55.06%	\$179.31
120	Item S3	HON	(4) HTLC48168 (4) HTTLEG168 (8) BE02511-3E-3-Z467-U1- 120	Preside Rectangular Conference Table Comprised of: Size: 168" (14') w x 48" d with High Pressure Laminate Top with Cut Out for Power Port Preside Aluminum T leg for 168" Table Tops Quantity as require by Manufacturer Ellora 3 Power / 1 Extron Adapter*/ 2 Blank/10' Cord Color: Silver	Laminate: Harvest Paint: Titanium	\$4,368.00	52.48%	\$2,077.41
121	Item S4	HON	(1) HTLC48168 HTTLEG168 (2) BE02511-3-3-Z08-E1- 120	Preside Rectangular Conference Table Comprised of: Size: 168" (14') w x 48" d with High Pressure Laminate Top with Cut Out for Power Port Preside Aluminum T leg for 168" Table Tops Quantity as require by Manufacturer Ellora 3 Power / 1 Extron Adapter*/ 2 Blank/10' Cord Color: Silver	Laminate: Shadow Zephyr Paint: Titanium	\$4,368.00	52.48%	\$2,077.41
122	Item S5	HON	(1) HTLC4284 (1) HTTLEG84 (1) BE02511-2E-4-Z279- UCC2-120	Preside Rectangular Conference Table Comprised of: Size: 84" w x 42" d with High Pressure Laminate Top with Cut Out for Power Port Preside Aluminum T leg for 84" Table Tops Quantity as require by Manufacturer 2 Power-1 USB-A+C - 1 Dual USB-C 45W - 2 Open Color: Silver	Laminate: Harvest Paint: Titanium	\$2,165.00	52.48%	\$1,028.38
123	Item S6	HON	(1) HTLC4296 (1) HTTLEG96	Preside Rectangular Conference Table Comprised of: Preside 42x96 Rectangle Top Preside Aluminum T Leg for 96" Table Tops	Laminate: Harvest Paint: Titanium	\$2,165.00	52.50%	\$1,028.38

124	Item S7	HON	(30) SPLH-Vert-300-P573311	310 Series Vertical File 4 Drawer Legal W/ Lock 52"H **Keyed Alike**	Pebble	\$1,306.00	54.00%	\$600.76
125	Item M1	Norva Nivel	ROSL	Rocker Ott Seats Size: Large 18" d x 18" h x 16" w	Top/Bottom/Flat Side Fabric: Silvertex "Carbon" STX-8823 Round Side Fabric: Silvertex "Storm" STX-8822 Zipper: Blue	\$632.00	50.00%	\$316.00
126	Item M2	Norva Nivel	NORVAGRY	NorvaBoard Size: 12" w x 24" d x 2" h	Gray	\$162.00	50.00%	\$81.00
127	Item M3	Norva Nivel	GENSM	Genga Small Blocks Size: 12" W x 24" D x 6" H	Silvertex "Basil" STX-8820 (Two Blocks) Silvertex "Turquoise" STX-8803 (Two Blocks) Silvertex "Sapphire" STX-8804 (Two Blocks) Silvertex "Raspberry" STX-8816 (Two Blocks) Zipper: Blue	\$2,312.00	50.00%	\$1,156.00
128	Item M4	Norva Nivel	GENCOLMINI	Genga Collection Mini Size: 47" W x 12" D x 6" H Includes 6 Large Genga Blocks	Silvertex "Blackberry" STX-8817 (Two Blocks) Silvertex "Storm" STX-8822 (Two Blocks) Silvertex "Carbon" STX-8823 (Two Blocks) Zipper: Blue	\$2,394.00	50.00%	\$1,197.00
129	Item Y1	SurfaceWorks	PTEP.D.60.EB	Extol T-Flip Performance Table Size: 60" dia 3mm Flex PVC Edgeband Casters for Carpet	Laminate: Standard HPL Wilsonart Solar Oak Edge: To Match Laminate Leg Finish: 431 Metallic Silver	\$1,223.00	48.00%	\$535.00
130	Item Y2	SurfaceWorks	TTEE.R.2460.EB	Elements T-Leg Ultra Flip Size: 24" d x 60" w 3mm Flex PVC Edgeband 90 Degree Corners Casters for Carpet	Laminate: Standard HPL Fusion Maple Edge: To Match Laminate Leg Finish: 431 Metallic Silver	\$3,932.00	48.00%	\$524.56
140								
141	Item R4 - Alternate 1	Sit On It	5651B1.A130	Focus Side Chair Mesh Back, Fixed Arm, Standard Multi-Surface Glide	base grade 3 Continuum: Kurtz - Espresso Country Oaks - Onyx Heritage - Onyx Spring Mills - Ocean Apollo - Onyx	\$717.00	55.06%	\$322.21
142	Item R5	Sit On It	5651B1	Focus Side Chair Mesh Back, Armless, Standard Multi-Surface Glide	Base Grade 3: Momentum Cover Cloth Platinum Black Mesh Frame: Black	\$659.00	55.06%	\$296.15
143	Item R6	Sit On It	5642B1	Focus Side Chair Mesh Back, Armless, Casters	Base Grade 3: Momentum Graph Color: Chalice Black Mesh Frame: Silver	\$699.00	55.06%	\$314.12



BID DOCUMENTS



MAC

RFQu # HV-425-05172024-A

REQUEST FOR QUALIFICATIONS

FOR

FURNITURE, EQUIPMENT, INSTALLATION AND DESIGN
SERVICES



BID SUMMARY

Commodity/Service Being Requested: Furniture, Equipment, Installation and Design Services

Type of Solicitation: Request for Qualifications (RFQu) - Huron Valley Schools, in partnership with the Michigan Association of Counties (MAC) bid program, is implementing a Furniture, Equipment, Installation and Design Services procurement program statewide in Michigan. School districts and counties across the state have been requesting a contract vehicle be put in place that makes Furniture, Equipment, Installation and Design Services affordable and easy to order.

Through this process, it is the goal of Huron Valley Schools to competitively pre-qualify and establish a list of contractors that will provide Furniture, Equipment, Installation and Design Services for the next three to five years. The resulting contract(s) will enable public municipalities, non-profit organizations, and school districts to “piggyback” and purchase on an as-needed basis from the awarded pool of contractors. The list of entities that will be using this bid will continue to grow statewide. **Please be sure in your proposal to list the areas of the state where you provide services (See Appendix A – Regional Services Map).** Huron Valley Schools as part of this process is requesting pricing to procure Furniture, Equipment, Installation and Design Services.

Type of Resulting Contract: Statewide Cooperative Contract - As a result of this RFQu, Huron Valley Schools will work with the Michigan Association of Counties to market and extend the resulting contract(s) to other government municipalities and school districts statewide. The vendor or vendors will be competitively selected as having been qualified as defined within the qualification section of this RFQu.

The procuring entity reserves the right to add additional vendors to the prequalified vendor pool at any time during the contract period. Vendors not initially selected during the original evaluation process may submit proposals or qualifications for review and consideration throughout the contract term. The entity shall evaluate such submissions based on the same criteria outlined in this RFQu. Upon successful evaluation and approval, the newly added vendors will be eligible to provide products and/or services under the same terms and conditions as existing vendors in the prequalified pool. This process will remain open for the duration of the contract period, allowing flexibility to ensure a broad range of qualified providers.

Resulting Contract Term: Three (3) years with two (2) one-year renewal options.

TIMETABLE	
Release of RFQu:	November 11, 2024
Bidder Questions Due by (12:00 PM Eastern Time):	November 18, 2024
Answers to Questions Posted:	November 25, 2024
Proposals Due by (12:00 PM Eastern Time)*:	December 5, 2024
Master Agreement Award Date:	January 2025

***Responses received later than the specified deadline will be disqualified.**



MAC

Contacts with Huron Valley Schools Personnel: All contact with Huron Valley Schools regarding this RFQu or any matter relating thereto must be sent to the following email: shaw@macservcorp.com



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Solicitation Terms and Conditions – HVS/MAC Master Agreement Template: [Business Office | \(hvs.org\)](https://www.hvs.org)



SECTION 1.0 – BIDDER RESPONSES TO SCOPE OF WORK AND PRICING

1.1 Minimum Mandatory Requirements

All Bids will be reviewed for compliance with the mandatory requirements. Bids deemed non-responsive will be eliminated from further consideration.

1. Proposer must have three (3) years’ experience, within the last five (5) years, providing a range of Furniture, Equipment, Installation and Design Services equivalent or similar to that being requested by Huron Valley Schools as described herein. Please enter your references in Section **2.2 References**.
2. While this RFQu requests two distinct pricing structures: (1) percentage off catalog pricing, and (2) specific pricing for a list of designated items, all vendors are required to submit pricing for Furniture, Equipment, Installation and Design Services in the form of percentage off catalog pricing. Please provide percentage off catalog pricing with your proposal as **Exhibit A**. See instructions in **Attachment A – General Pricing Information**.
3. Awarded Contractor(s) will be required to present all product information in electronic catalogs.

1.2 Scope of Work and Requirements

1.2.1 Introduction

Huron Valley Schools is an educational institution that is committed to creating an optimal learning environment for students, staff, and the community. We aim to enhance our classrooms, libraries, administrative offices, and other school spaces with modern, functional, and aesthetically pleasing furnishings. Huron Valley Schools is seeking bids from qualified vendors for the supply of furniture, equipment, installation and design services. This Request for Qualifications aims to establish a partnership with a vendor or vendors who can deliver innovative, sustainable, and functional design solutions that meet the varied needs of our school and consortium members.

Proposer Response:

Please enter your responses in the “Proposer Response” text boxes provided. There is no requirement or limitation on the amount of words for your responses.

1.2.2 Scope of Work

The awarded Contractor(s) will be responsible for delivering a complete range of furniture, equipment, installation and design services. This includes, but is not limited to, the following:

1. Furniture Supply and Installation

- a. Office Furniture:
 - Desks, chairs, filing cabinets, conference tables, and workstations

- b. Educational Furniture:
 - Classroom desks, chairs, laboratory tables, library furniture, and multimedia stations
 - c. Specialized Furniture:
 - Reception areas, break rooms, lounges, conference rooms, and common areas
 - d. Outdoor Furniture:
 - Benches, picnic tables, and recreational seating
- 2. Equipment Supply and Installation**
- a. Office Equipment:
 - File cabinets, filing systems, and fitness equipment
 - b. Educational Equipment:
 - Projectors, smart boards, lab equipment, and audio-visual aids
- 3. Installation Services**
- a. Delivery and installation of all furniture and equipment.
 - b. Assembly and setup of furniture according to the approved design layout
 - c. Coordination with Contracting Agency's facilities management team to minimize disruption to ongoing operations.
 - d. Removal and disposal of packaging materials and any old furniture being replaced, if applicable.
- 4. Design Services**
- a. Space Planning and Layout: Detailed plans for optimizing the use of space to enhance functionality and aesthetics.
 - b. Interior Design: Development of design concepts, color schemes, material selection, and overall interior styling.
 - c. Custom Solutions: Tailored design solutions to meet unique requirements of individual members or specific projects.

1.2.2 Proposer Response: Catalogs must be submitted to show product lines. Please use this space to explain any/all exceptions.

Electrical power modules will be from Byrne Electrical, who HON uses in their models, but we have to order directly from Byrne.

1.2.3 Requirements

A. General Requirements

The Contractor must be the manufacturer or the authorized dealer or the distributor of the manufacturer of the new products. The Contracting Agency reserves the right to verify authorized dealer / distributor status with the manufacturer.

1.2.3 A. Proposer Response: Bidder to list the manufacturers of the NEW products proposed for this Contract for which Bidder is an Authorized Dealer / Distributor:

Allsteel, HON, SitOnIt Seating, Norva Nivel, Surface Works, Byrne Electrical

B. Standards

Products must comply with the following requirements:

- 1) **New Products** - The Contractor must adhere to the latest versions of all applicable standards and state, federal and local laws, regulations, codes, ordinances, and the conditions of any required licenses and permits including the provisions listed in this section.

The codes referenced below, as well as throughout this document, establish the minimum requirements. In situations where provisions of various codes or Contract requirements conflict with each other, the more stringent provision shall govern.

- American National Standards Institute (ANSI)
- National Electrical Manufacturer's Association (NEMA)
- National Fire Protection Association (NFPA)
- Underwriters Laboratories (UL) or other Listing Organization
- Occupational Safety & Health Administration (OSHA)
- International Building Code (IBC)
- National Electrical Code (NEC)

1.2.3 B. Proposer Response:

Please confirm your understanding by checking Yes or No.

Yes No

C. Accessibility

The Contractor must ensure that programming, design, and installation conforms to the requirements of the Uniform Federal Accessibility Standards (UFAS). Design and installation must conform and include all manufacturers' support and safety components.

1.2.3 C. Proposer Response:

Please confirm your understanding by checking Yes or No.

Yes No

D. Performance Requirements

- 1) **Warranty:** The Contractor must provide certifications and warranties requested from the manufacturer of the furniture. The Contracting Agency reserves the right to require

additional warranties other than those identified by the Contractor in its response to this RFP.

- 2) **Durability:** Products must have the ability to maintain their original appearance over life, with normal wear and tear as defined as 24 hours a day, 7 days a week. Products must withstand movement between rooms or buildings over life (applies to movable items). Finishes and details must be engineered to take constant impact from moving or usage. Products must be able to be readily refinished (within reason) to accommodate change in aesthetics over its expected long life. All product finishes recommended must inherently resist user abuse.
- 3) **Ease of Use:** Products must inherently allow for easy changeability within a given room, space, or office environment within a variety of applications, over its expected long life. Product offering from Contractor must provide a wide range of typical applications found within various public entity environments; Products must be able to be reconfigured simply and efficiently by the Contracting Agency, without more than minor disruption to building or users, within reason (applies to moveable products).

1.2.3 D. Proposer Response: Please state whether you agree or explain exceptions.

Agree

E. Service Level Agreements

- (1) **Notice of Delay:** Late or improper completion of the Contract Activities will result in an invoice credit of 1% of the project cost per day for each day Contractor fails to remedy the late or improper completion of the Work.
 - a. Estimation Response - Labor estimates for design, programming and or installation must be provided within 3 business days of request or agreed upon timeframe based on project complexity.
 - b. Installation Documents - The Contractor must provide to and review with the Contracting Agency, a complete installation packet, including order acknowledgement/ confirmation and project schedule with the Contracting Agency at least 10 days prior to the installation date.
 - c. Installation Start - Installation must commence on the agreed upon installation date established, based upon the specified lead time stipulated in the Contractor Proposal submitted.
 - d. Installation Completion – Installation must be completed within the number of days stipulated in the Contractor Proposal submitted unless alternative schedule dates are approved by the Contracting Agency.
- (2) **Customer or Warranty Service:** To ensure proper service levels, the following invoice or account credits will apply.

- a. Customer Service Issues Related to Projects - Questions and concerns must receive a response by Contractor within a maximum of 2 business days. Failure to comply will result in an invoice credit of 1% of the total project cost per day.
- b. Warranty Service – The Contractor must schedule warranty service within 2 business days of the Contracting Agency’s request, and have a site visit within 10 business days. Contractor must provide follow-up communications to Contracting Agency, until service is completed. Schedule all services so as not to interfere with activities within space, at no charge to the Contracting Agency.
 - i. Failure to provide warranty service response within 2 business days of the Contracting Agency’s request will result in an account credit of \$500.
 - ii. Failure to complete the site visit within 10 business days will result in an account credit of \$500.

1.2.3 E. Proposer Response: Please state whether you agree or explain exceptions.

Agree

1.3 Product Specifications

1.3.1 Reservation of Rights

Huron Valley Schools will evaluate the merits of all bids submitted and reserves the right, in its sole and absolute discretion, to accept or reject, in whole or in part, any or all bids or portions of bids with or without cause. Huron Valley Schools further reserves the right to waive any irregularity or informality in the RFQu process or any bid, and the right to award to one or multiple vendors. Huron Valley Schools reserves the right to add or delete services from the bid, extend agreements, or change vendors, in order to best serve the eligible agencies. These changes will follow approved bidding laws. Huron Valley Schools may use the product or service cost, or the sum of groups of products and/or services, may group similar products, and/or total cost of ownership, to evaluate prices and award bids. Huron Valley Schools reserves the right to request additional information from any or all Proposers. Huron Valley Schools also reserves the right to select one or more vendors to award a contract to under this RFQu. In the event a bid is accepted by Huron Valley Schools and the vendor asserts exceptions, special considerations or conditions after acceptance, Huron Valley Schools, in its sole and absolute discretion, reserves the right to reject the bid and award other Proposer(s).

1.3.1 Proposer Response:

Please confirm your understanding by checking Yes or No.

<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

1.3.2 Competition Promoted

The name of a model, manufacturer or brand in Huron Valley Schools bid documents shall not be considered as exclusive of other brands unless "NO SUBSTITUTE" is stated in the item description. Proposers may offer a variety of brands and models, as it is the intent of Huron Valley



Schools to provide a multitude of options to the eligible agencies. Huron Valley Schools expects all supplies, materials, equipment or products bid to meet or exceed the specifications set forth in this RFQu. Further, it is Huron Valley Schools intent that this RFQu permit competition. Accordingly, the use of any patent, proprietary name or manufacturer's name is for demonstrative purposes only and is not intended to curtail competition. Whenever any supplies, materials, equipment or products requested in this RFQu are specified by patent, proprietary name or by the name of the manufacturer, unless stated differently, such specification shall be considered as if followed by the words "or comparable equivalent," whether or not such words appear. Huron Valley Schools, in its sole and absolute discretion, shall have the right to determine if the proposed equivalent products/brands submitted by Proposer meet the specifications contained in this RFQu and possess equivalent and/or better qualities. It is the Proposer's responsibility to notify Huron Valley Schools in writing if any specifications or suggested comparable equivalent products/brands require clarification by Huron Valley Schools prior to the due date for bids.

1.3.2 Proposer Response:

Please confirm your understanding by checking Yes or No.

<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
---	-----------------------------

1.4 Service Specifications

All services furnished must be in conformity with the participating agency requirements and specifications and will be subject to acceptance by the individual customers at delivery. The right is reserved to reject the service at the risk and expense of the vendor.

1.4 Proposer Response:

Please confirm your understanding by checking Yes or No.

<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
---	-----------------------------

1.4.1 Contractor Code of Conduct

The purpose of the Huron Valley Schools and its employees is to provide a safe, positive learning environment for the students of the District. In providing that environment it is mandatory that all employees, visitors, and contractors follow certain levels of conduct, dress, and demeanor. This Code of Conduct outlines the expectations of the Huron Valley Schools for persons both contemplating performing work and performing work for Huron Valley Schools in the capacity of a contractor or subcontractor. These rules will become part of the mandatory working conditions of the contract and failure to comply by any contractor, subcontractor, management, employee, or contracted consultant may result in the cancellation of the contract. In general, it is expected that everyone entering a Huron Valley Schools facility, whether a school, support facility, or the surrounding grounds, must dress, act, and talk in a manner that is conducive to the education process of children while assuring their overall safety and security. The following rules have been established to assure that this is done:

Every contractor employee that enters or leaves the building must sign in and out at either the school office or the building engineer's office as designated by the school administrator. This sign-in sheet must record the name, time in and out, the firm, and the signature of the individual.

All contractors shall be furnished by their company a badge or identification that is to be worn while in the building. Such identification shall clearly indicate the individual's name and the name of the firm they are working for.

Prior to the beginning of a job, the contractor shall furnish the building engineer with a list of individuals expected to be on the job, contact persons with phone numbers, and a schedule of the activities to take place.

The contractor shall provide the building engineer with a scope of work and check with him prior to drilling or penetrating any walls, floors, or ceilings.

Each person working in a school building or on school property shall comply with the following:

No drinking or possession of liquor or alcoholic beverages and or possession of any kind of illicit drugs or narcotics.

No use of District facilities or equipment including telephone, computers, internet access, fax, kitchen, maintenance, or office equipment.

No smoking or use of any tobacco products anywhere within the building at any time nor outside the school on District property during normal school hours (This is a law and punishable as a civil infraction by local authorities).

A reasonable standard of dress must be followed. Within the educational facilities where students and parents are or can be present, this is to mean clothing or attire must be suitable for the work and must not bear images or writing depicting anything to be construed as obscene in nature or promoting or portraying alcoholic beverages or use, drugs, narcotics, tobacco, or establishments that serve or promote the use of these substances.

There shall be no use of profanity or obscene language or gestures. Language, gestures, or other actions that depict sexual or ethnic harassment or intimidation will not be permitted.

The contractor is responsible for a clean and safe workplace. To that end the following will be adhered to:

All work areas, walkways, and stairs must be kept clear of debris and loosely scattered materials.

Material storage is to be in an area designated by the Building Engineer.

All work areas are to be cleaned by the contractor prior to leaving. Building staff will not be responsible for cleaning work areas.

All trash, debris, and material must be removed from the worksite each day and disposed of off-site. District dumpsters and trash containers are not to be used by contractors for disposal.

All contractor tools and equipment must be kept in good working order, with guards and safety devices in place and working. Defective tools must be taken out of service. District tools and equipment will not be loaned to contractors.

Contractors are to provide and use required protective safety equipment and comply with all local, state, and federal safety laws and regulations.

Contractors are responsible for the reporting of accidents both to the District and their management and to obtain any emergency treatment that may be required.

Upon leaving a jobsite all doors and windows must be locked, secured, or left as they were found prior to beginning the work.

Contractors are to provide their own site safety plan for areas that they are working in.

Contractors are reminded that there may be asbestos insulation in our buildings. They are not to disturb any insulation or enter any areas that contain asbestos containing building materials. If they have any questions, contact the building engineer for direction.

Contractor is not to disable or interfere with any fire or burglary system equipment or telephone lines servicing such equipment. If equipment needs to be removed, relocated, or temporarily disabled, the contractor needs to coordinate this with the building engineer.

The District will not tolerate acts of theft, vandalism, fighting, or abuse of the facilities or activities that threaten the security and safety of the school environment and its students, staff, and employees.

In summary, good judgment must be used to protect the learning environment. **Failure to comply with the above or to exhibit conduct which is deemed not in the best interest of the Huron Valley Schools will be grounds for immediate removal from the building and the project.**

1.4.1 Proposer Response:

Please confirm your understanding by checking Yes or No.

<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

1.5 Service Capabilities

1.5.1 Communication Plan/Contract Management

Proposers shall identify their company standards of communication as they relate to contract performance, issue management, and change management. An issue is an identified event that, if not addressed, may affect schedule, scope, service, delivery, quality, or budget. A change is identified as a change in corporate leadership, structure, merger, or acquisition.

1.5.1 Proposer Response:

All clients would be notified immediately of any change at Interior Environments that would affect performance

1.5.2 Primary Account Representative

Proposers must identify by name and location the primary account representatives and key contacts who will be responsible for the performance of a resulting contract, as well as contact persons for reports and bid documents. Include names, titles, address, phone number, and email addresses.

1.5.2 Proposer Response:

Name	Position/Title	Address, Phone#, Email
Eizabeth Pethoud	K-12 Account Manager	48700 Grand River Ave. Novi, MI 48374 734.776.3191 bpethoud@ieoffices.com
Bari Pfeiffer	K-12 Account Manager	48700 Grand River Ave. Novi, MI 48374 248.635.7908 bpfeiffer@ieoffices.com
Steve Cojei	Vertical Market BD/Founder	48700 Grand River Ave. Novi, MI 48374 248.921.1700 scojei@ieoffices.com

1.6 Customer Service

It is preferred that the Vendor have an accessible customer service department with an individual specifically assigned to Huron Valley Schools. Customer inquiries should be responded to within 48 hours or two (2) business days unless it is an emergency issue. Describe your company’s Customer Service Department (hours of operation, number and location of service centers, regular and emergency response times, etc.)

1.6 Proposer Response:

IE works in individual teams that cater to each market. Our K-12 team, composed of 8 individuals all act as Customer Service Representatives and are required as an IE employee to respond within 48 hours. Hours are 8am-5pm, located in our Novi Office for all customer service needs.

1.7 Purchase Orders

Requests for quotes will be initiated by participating entities as specific needs arise. Participating entities will issue individual detailed specifications to the pre-qualified vendor pool along with specific response information required, deliverables, and any special terms and conditions. The vendors will respond directly to the requesting agency within the timeframe specified in the request for quote. The participating entity will evaluate the responses and determine the vendor that will be awarded a purchase order (PO). Resulting orders are to be delivered and billed directly to these institutions.

1.7 Proposer Response:

Please confirm your understanding by checking Yes or No.

<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

1.8 Delivery and Acceptance

The Proposer will be required to quote prices for all known costs for the requested products and services. Proposer should address the following items and costs in their proposal and other item/costs that they are aware of that may not have been requested in this bid.

- Time frames for delivery of service.
- What is your Ordering procedure and/or process?
- Policies and procedures for an organization accepting a delivery of service.

1.8 Proposer Response:

IE works in individual teams that cater to each market. Our K-12 team, composed of 8 individuals all act as Customer Service Representatives and are required as an IE employee to respond within 48 hours. Hours are 8am-5pm, located in our Novi Office for all customer service needs.

1.8.1 Delivery Time Frames

If there are services or regions of the state that might require a longer timeframe to fulfill, please denote in your response.

1.8.1 Proposer Response:

We have 2 warehouse in the local area that will receive all products with noraml lead times to accommodate Huron Valley Schools.
--

1.8.2 Reporting Capabilities

Contractors are required to submit quarterly reports and other reporting documents, as it pertains to this contract.

1.8.2 Proposer Response:

Please confirm your understanding by checking Yes or No.

<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

1.8.3 Shipping Errors

The receiving entities have been instructed to make immediate inspection on receipt of products/services and to process payment documents promptly. Payment documents, however, will be delayed if the products/services fail to comply with specification requirements.

1.8.3 Proposer Response:

Please confirm your understanding by checking Yes or No.

<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

If "NO" was answered on any items in Section 1 above, please explain:

1.9 Management and Staff

Proposer should address the following items in their proposal:

- Project Management of the contract;
- Staff and responsibilities;
- Process and procedures to keep safe and secure facilities;
- Please describe your company's background check process.

1.9 Proposer Response:

All of these items are listed on our proposals and within the terms and conditions that are listed on every proposal and require a sign off to confirm that all parties are on the same page.

1.10 Orders/Delivery Reporting/Customer Service

1. Generally

Purchase Orders will be initiated by participating agencies as specific needs arise. Participating agencies will issue individual detailed specifications with specific response information required, deliverables, and any special terms and conditions. The contractor will respond directly to the requesting agency within the timeframe specified by the participating agency.

2. Ordering Process Capabilities

Proposers shall identify their ordering/customer service capabilities. This includes having the capacity to receive orders electronically, by phone, facsimile, and by written order. A state-wide toll-free phone number for phone orders will be required. The Vendor agrees to have internal controls to ensure that authorized individuals place orders.

1.10 Proposer Response:

1. We will provide a detailed proposal of the requested items. Once a PO is received and a signed proposal, we will send our designating proposals to the respective vendors. This is done within 24 hours of receiving documents from agency.
2. We have a designated member of our team that processes all K-12 orders. We can receive orders by all methods listed, but still would preferably require some sort of document stating the customers agreement with us. We can always be reached at (248) 213-3010

1.11 Pricing Schedule

1. Price Guarantee

Price Stability Guarantee

For the entire term of the Agreement, the vendor must guarantee to provide the furniture, equipment, installation, and design services at the proposed rates outlined in **Attachment B – Pricing**.

Promotional Pricing

Proposer may offer promotional pricing for awarded products and/or services during the contract term. Upon promotion expiration, the pricing must return to previous item price and remain in compliance with the Price Stability Guarantee.



Free on Board (F.O.B) Delivered/Destination (Required)

Prices shall be quoted "F.O.B. Delivered/Destination" to each Customer with transportation charges prepaid on all orders of one (1) or more.

2. Bid Pricing

Bid pricing must reflect Net 30 payment terms.

3. Quantity Term

Vendor agrees to supply the furniture, equipment, installation, and/or design services that each customer requires.

4. Rebates and Special Promotional Capabilities

All vendors are encouraged to make manufacturer promotions, rebates and special pricing opportunities available. Huron Valley Schools must approve promotional materials referring to the Huron Valley/MAC Agreement prior to release. Huron Valley/MAC will post rebate and special pricing information on its web site.

Guidelines for Vendor /Contractor promotions for Huron Valley/MAC awarded items:

- A. Submit all promotions for approval
- B. Identify the savings amount
- C. Identify the final price
- D. Specify the time period in which a purchase must be made
- E. Identify the link to a rebate form (preferred) or provide the form

5. Tax Excluded from Price

(a) Sales Tax: Huron Valley and local units of government are exempt from sales tax for direct purchases. The Proposer's prices must not include sales tax.

(b) Federal Excise Tax: Huron Valley and local units of government may be exempt from Federal Excise Tax, or the taxes may be reimbursable, if articles purchased under any resulting Contract are used for Huron Valley Schools exclusive use. Certificates showing exclusive use for the purposes of substantiating a tax-free, or tax-reimbursable sale will be sent upon request. If a sale is tax exempt or tax reimbursable under the Internal Revenue Code, the Proposer's prices must not include the Federal Excise Tax.

1.11 Proposer Response:

Please provide any additional comments regarding pricing, promotions and discounts being offered, and information on other cooperative contracts held by respondent in the response box below.

We will be following all guidelines of the MAC contract and honoring our posted pricing and discounting on BID submittal.

1.12 Price Assurance



MAC

The awarded vendor agrees to provide pricing to Huron Valley Schools and its participating entities ensuring the lowest pricing available. If awarded vendor has existing cooperative contracts in place, Huron Valley Schools requests equal or better than pricing to be submitted.

All pricing submitted to Huron Valley Schools shall include 2.0% administrative/remittance fee to be remitted to MAC by the awarded vendor. It is the awarded vendor's responsibility to keep all product listings and sales reports up to date and on file with Huron Valley Schools/MAC.

1.12 Proposer Response:

Please confirm your understanding by checking Yes or No.

<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
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SECTION 2.0 – BIDDER INFORMATION AND ACCEPTANCE

1. The undersigned declares that the bid documents, including, without limitation, any RFQu Addenda and Exhibits have been read.
2. The undersigned is authorized, offers, and agrees to furnish the articles and/or services specified in accordance with the Specifications, Terms & Conditions of the bid documents of RFQu # HV-425-05172024-A Furniture, Equipment, Installation, and Design Services.
3. The undersigned has reviewed the bid documents and fully understands the requirements in this bid and that each bidder who is awarded a contract shall be, in fact, a prime contractor, not a subcontractor, and agrees that its bid, if accepted by Huron Valley Schools, will be the basis for the Bidder to enter into a contract with Huron Valley Schools in accordance with the intent of the bid documents.
4. The undersigned acknowledges receipt and acceptance of all addenda.
5. The undersigned agrees to the following terms, conditions, certifications, and requirements listed in **all Sections of this RFP**:
 - Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion
 - Certification Regarding Nondiscrimination Under Federally and State Assisted Programs
 - Assurance Regarding Access to Records and Financial Statements
 - Iran Economic Sanctions Act
 - Familial Relationship Disclosure
 - Non-Collusion Affidavit
 - Price Assurance Certification
6. The selected Contractor(s) will be required to sign a Confidentiality Agreement to protect the data supplied by the schools and agencies. The selected Contractor(s) will adhere to all provisions of the Federal Family Educational Rights and Privacy Act (FERPA, 20 U.S.C. 123g), Michigan Education Code, and District policies regarding the protection and confidentiality of data. At all times, the Contractor(s) will consider all data collected in the course of their duties to be protected and confidential. The Contractor(s) needs to explain how it will clean the hard drives in the copier machines at lease end or changes in copier machines to ensure removal and protection of data.
7. The undersigned acknowledges that bidder will be in good standing in the State of Michigan, with all the necessary licenses, permits, certifications, approvals, and authorizations necessary to perform all obligations in connection with this RFQu and associated bid documents.
8. It is the responsibility of each bidder to be familiar with all of the specifications, terms and conditions and, if applicable, the site condition. By the submission of a bid, the bidder certifies that if awarded a contract they will make no claim against Huron Valley Schools based upon ignorance of conditions or misunderstanding of the specifications.

9. Patent indemnity: Vendors who do business with the Huron Valley Schools shall hold Huron Valley Schools, its officers, agents, and employees, harmless from liability of a nature or kind, including cost and expenses, for infringement or use of any patent, copyright or other proprietary right, secret process, patented or unpatented invention, article or appliance furnished or used in connection with the contract or purchase order.
10. Insurance certificates are not required at the time of submission. However, if awarded, the Contractor agrees to meet the minimum insurance requirements posted in the terms and conditions. This documentation must be provided to Huron Valley Schools, prior to award, and shall include an insurance certificate and additional insured certificate, naming Huron Valley Schools, which meets the minimum insurance requirements, as stated in the terms and conditions.
11. Bidders are requested to submit a bid on any category(s) that they are able to supply as specified. Substitutions will not be considered. If the documents note "or acceptable equal" all manufacturers will be considered. Products for consideration must comply with bid category "general notes" and identify discrepancies where product does not meet or exceed the specified (basis of design) product for design, finish, and quality.
12. Should a Bidder find discrepancies in, or omissions from the specifications, details, instructions and bid proposal form, or should the bidder be in doubt as to the meaning, the bidder should notify, the bid contact who will send written instructions to all appropriate Bidders. The Owner shall not be responsible for any oral instructions.
13. It is the Bidder's responsibility to note any detail or specification that, in his opinion, is not practical or functional.
14. Interpretations and supplemental instructions will be issued by Addenda. No Bidder shall rely on any interpretations or corrections given by any other method. Interpretations, corrections, or changes of the Bidding Documents made in any other manner will not be binding.
15. Copies of addenda will be made available for inspection wherever Bidding Documents are posted.
16. Addenda will not be issued later than three (3) days, (72 hrs.) prior to the date of receipt of bids (excluding weekends and holidays), except an addendum withdrawing the request for bids or postponing the bid date.
17. Failure of Bidder to receive such addenda shall not relieve him from any obligation under his bid as submitted.
18. Failure to comply with instructions stated in this section may result in rejection of bid.



19. After a contract agreement has been executed, the Bidder shall not be allowed any sum over and above the price(s) specified in the contract agreement.
20. Huron Valley Schools requires all Contractor owners, employees, agents, representatives, subcontractors, and/or other personnel who will be present on School grounds to submit to a criminal history background check. This background check will include a requirement for each contractor owner, employee, agent, representative, subcontractor, and/or other personnel to be screened before he/she enters School grounds. A valid State ID card or Driver's License is required to complete the background check. Once screened, the District will provide approved personnel with a Contractor Badge with a unique number.

Solicitation Terms and Conditions – HVS/MAC Master Agreement Template: [Business Office | \(hvs.org\)](https://www.hvs.org)



2.1 Company Profile

Official Name of Bidder: Balco Interior dba. Interior Environments		Type of Entity/Organization (check one): <input checked="" type="checkbox"/> Corporation <input type="checkbox"/> Joint Venture <input type="checkbox"/> Limited Liability Partnership <input type="checkbox"/> Partnership <input type="checkbox"/> Limited Liability Corporation <input type="checkbox"/> Non-Profit / Church <input type="checkbox"/> Other: _____
Street Address: 48700 Grand River Ave		
City: Novi		
State: MI	Zip Code: 48374	
Website: www.ieoffices.com		
Primary Contact Name: Betsy Pethoud		
Primary Contact Phone Number 734-776-3191		
Primary Contact Email Address: bpethoud@ieoffices.com		
Dunn & Bradstreet (D&B) Number (if applicable):		
Has your company been debarred by the Federal Government? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>If yes, has it been lifted and if so, when?</i>		
Has your company been debarred by State Governments? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>If yes, has it been lifted and if so, when?</i>		
Brief history of your company, including the year it was established: <small>IE has been in business since 1999. We're the 3rd largest Allsteel dealership in the U.S., with 4 locations throughout and over 100 employees. We have worked with over 26 school districts in the last 10 years and have gained trust throughout the community. Please see our presentation that highlights our process from start to finish that we pride ourselves on.</small>		
Signature: <i>Betsy Pethoud</i>		
Name and Title of Signer: Betsy Pethoud, K-12 Account Manager		
Date: 12/04/2024		

Please include a current copy of a W-9 with your proposal.

Request for Taxpayer Identification Number and Certification

**Give Form to the
 requester. Do not
 send to the IRS.**

▶ Go to www.irs.gov/FormW9 for instructions and the latest information.

Print or type. See Specific Instructions on page 3.	1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank. Balco Interiors, LLC	
	2 Business name/disregarded entity name, if different from above Interior Environments	
	3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes. <input type="checkbox"/> Individual/sole proprietor or single-member LLC <input type="checkbox"/> C Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate <input checked="" type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ P <small>Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.</small> <input type="checkbox"/> Other (see instructions) ▶	
	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from FATCA reporting code (if any) _____ <small>(Applies to accounts maintained outside the U.S.)</small>	
	5 Address (number, street, and apt. or suite no.) See instructions. 48700 Grand River Ave	Requester's name and address (optional)
	6 City, state, and ZIP code Novi, MI 48374	
	7 List account number(s) here (optional)	

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number									
or									
Employer identification number									
2	0	-	2	3	9	4	3	1	7

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here	Signature of U.S. person ▶	Date ▶ 1/5/24
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General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)
- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.

2.2 References

Provide a minimum of three (3) customer references for product and/or services of similar scope dating within the past 5 years.

Entity Name: Livonia Public Schools	
Contact Name: Phil Francis	Title: Assistant Superintendent
City: Livonia	State: MI
Phone Number: 734-744-2554	Years Served: 10+
Description of Services: Admin Building, All school teacher desks, front offices and any additional requests	
Annual Volume: \$500k+	

Entity Name: Allen Park Public Schools	
Contact Name: Dr. John Tafelski	Title: Assistant Superintendent
City: Allen Park	State: MI
Phone Number: 313-827-2121	Years Served: 1+ (New Customer)
Description of Services: Media Centers, CAD labs, Early Childhood Center	
Annual Volume: \$800k+	

Entity Name: Bloomfield Hills Public Schools	
Contact Name: David Shulkin	Title: Director of Learning
City: Bloomfield Hills	State: MI
Phone Number: 248-341-6302	Years Served: 4+
Description of Services: Entire school district. Classrooms, gathering, front office, media, cafeteria, etc.	
Annual Volume: \$3,000,000+	



2.3 Assurances and Certifications

Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion

The prospective contractor certifies, by submission of this proposal, that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded for from participating in this transaction by any Federal department of agency. Where the prospective contractor is unable to certify to any of the statements in this certification, such prospective contractor shall attach an explanation to this proposal.

Certification Regarding Nondiscrimination Under Federally and State Assisted Programs

The applicant hereby agrees that it will comply with all federal and Michigan laws and regulations prohibiting discrimination and, in accordance therewith, no person, on the basis of race, color, religion, national origin or ancestry, age, sex, marital status or handicap, shall be discriminated against, excluded from participation in, denied the benefits of, or otherwise be subjected to discrimination in any program or activity for which it is responsible or for which it receives financial assistance from the U.S. Department of Education or the Michigan Department of Education (MDE).

Assurance Regarding Access to Records and Financial Statements

The applicant hereby assures that it will provide the pass-through entity, i.e., the Huron Valley Schools, and auditors with access to the records and financial statements as necessary for the pass-through entity to comply with 2 CFR, Part 200, Subpart F, and Compliance Supplement for the U.S. Department of Education.

Iran Economic Sanctions Act

The prospective contractor certifies that its organization, by submission of this proposal, is not an Iran Linked Business. Please refer to the "Iran Economic Sanction Act" Public Act 517 for clarifications or questions. Huron Valley Schools as a Michigan public entity is required to follow Public Act 517 of 2012.

Vendor Signature:	<i>Betsy Pethoud</i>
Date:	12/04/2024



Notary	
State of	<u>Michigan</u>
County of	<u>Oakland</u>
Sworn to and subscribed before me, a notary public in and for the above state and county, on this <u>4th</u> day of <u>December</u> , 20 <u>24</u> .	
Notary Public	<u>William Powell</u>
My commission expires:	<u>04/22/2026</u>



Prevailing Wage Compliance Certification

Under Michigan law, [MCL 408.1101](#) et seq., [Public Act 10 of 2023](#), contractors and subcontractors are required to pay prevailing wage and benefit rates to employees on state funded construction projects. These rates are set by the [Michigan Department of Labor and Economic Opportunity](#). This requirement does not change compliance with the [Davis-Bacon Act, 40 USC 3141 et seq.](#), for prevailing wage rates applying to federally funded or assisted projects. I, _____ (bidder), certify that _____ (company name) will follow all the requirements in relation to prevailing wages, if applicable.

Vendor
Authorized Representative Signature:
Date: 12/04/2024



MAC

2.4 DISCLOSURE STATEMENT – FAMILIAL RELATIONSHIP

Pursuant to MCL 380.1267, a sworn and notarized statement disclosing any familial relationship that exists between the owner or any employee of the bidder and any member of the Huron Valley Schools Board of Education or the Huron Valley Schools District Superintendent must be accompanied with the bid. **Bids without this disclosure statement will not be accepted.**

The members of the Huron Valley Schools Board of Education are listed on the following website: <https://www.hvs.org/page/board-of-education>

Dr. Paul Salah is Huron Valley Schools' Superintendent.

The Following are the familial relationships:

There are none.

Vendor Signature:	<i>Betsy Pethoud</i>
Date:	12/04/2024



Notary	
State of	<u>Michigan</u>
County of	<u>Oakland</u>
Sworn to and subscribed before me, a notary public in and for the above state and county, on this <u>4th</u> day of <u>December</u> , 20 <u>24</u> .	
Notary Public	<u>William Powell</u>
My commission expires:	<u>04/22/2026</u>



MAC

NON-COLLUSION AFFIDAVIT

STATE OF MICHIGAN)
)
[NAME OF COUNTY]) ss:

The undersigned bidder or agent, being duly sworn on oath, says that he/she has not, nor has any other member, representative, or agent of the firm, company, corporation or partnership represented by him/her, entered into any combination, collusion or agreement with any person relative to the price to be bid by anyone at such letting nor to prevent any person from bidding nor to induce anyone to refrain from bidding, and that this bid is made without reference to any other bid and without any agreement, understanding or combination with any other person in reference to such bidding.

He/she further says that no person or persons, firms, or corporation has, have, or will receive directly or indirectly, any rebate, gift, fee, commission, or thing of value on account of such sale.

Interior Environments

Bidder (Firm)
Betsy Pethoud

Signature of Bidder or Agent

Subscribed and sworn to before me this 4th day of December, 2024.

My commission expires: 04/22/2026

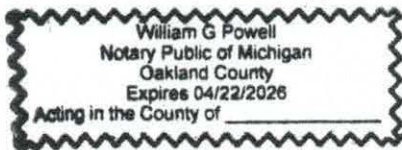
County of residence: Oakland

[Signature]

Notary Public Signature

Seal

(Return this completed form with bid package)





SECTION 3.0 – BIDDING, EVALUATION, SELECTION & AWARD PROCESS

This section contains key project dates and activities as well as instructions to proposers on how to prepare and submit their proposal:

TIMETABLE	
Release of RFQu:	November 11, 2024
Bidder Questions Due by (12:00 PM/ EST):	November 18, 2024
Answers to Questions Posted:	November 25, 2024
Proposals Due by (12:00 PM/ EST) *:	December 5, 2024
Master Agreement Award Date:	January 2025

***Responses received later than the specified deadline will be disqualified.**

3.1 Huron Valley Schools Responsibility

Huron Valley Schools is not responsible for representations made by any of its officers or employees prior to the execution of the Master Agreement unless such understanding or representation is included in the Master Agreement.

3.2 Truth and Accuracy of Representations

False, misleading, incomplete, or deceptively unresponsive statements in connection with a proposal shall be sufficient cause for rejection of the proposal. The evaluation and determination in this area shall be at Huron Valley Schools Administrator/Purchasing agent designee’s sole judgment and his/her judgment shall be final.

3.3 Proposers Questions

Proposers may submit written questions regarding this RFQu by e-mail to the address identified below. All questions must be received by 12:00 pm ET (Eastern Time) no later than Monday, November 18, 2024. All questions, without identifying the submitting company, will be compiled with the appropriate answers and issued as an addendum to the RFQu.

When submitting questions please specify the RFQu section and paragraph number and quote the language that prompted the question. This will ensure that the question can be quickly found in the RFQu. Huron Valley Schools reserves the right to group similar questions when providing answers. Questions should be addressed to:

Email address: shaw@macservcorp.com

Huron Valley Schools may modify the RFQu at any time during the bid process. All changes to the RFQu will be posted under the bid number and each posting officially revises the RFQu.

3.4 Preparation of the Proposal

Each Proposer must submit a complete proposal in response to this RFQu. The proposal must remain valid for at least 120 days from the due date for responses to this RFQu.

The Proposer will be responsible for completing and submitting the following sections of this RFQu:

Section 1.0 – Bid Responses to Scope of Work and Pricing - The Proposer's proposal must include detailed responses to each of the outlined requirements in the text boxes provided. There is no requirement or limitation on the number of words for these responses.

Section 2.0 – Bidder Information and Acceptance – The Proposer will be required to complete the information in this section and provide required signatures and notarization.

3.5 Bid Submission Deadline

The Deadline for receipt of Bids is: Thursday, December 5, 2024, 12:00 PM ET (the "Due Date"). Any bids received after this time will not be opened.

E-mail the bid, with the subject line as Furniture Bid HV-425-05172024-A to:

bids@hvs.org

Due to COVID 19 our Bid Opening will be virtual. Below is the Teams invite if you are interested in attending.

Topic: Bid Opening – Furniture, Equipment, Installation, and Design Services
Day/Time: Dec. 5, 2024, 12:10 PM Eastern Time (US and Canada)

https://teams.microsoft.com/l/meetup-join/19%3ameeting_YTQ5ZjExZGItNWUzNi00NTA5LWE5NTgtMjBiOTRkMmI3NTYw%40thread.v2/0?context=%7b%22id%22%3a%22e1f19f2f-617d-4202-a476-27bc477a74f5%22%2c%22oid%22%3a%225f987be7-abd4-4e5a-9c24-d98ed4bbc3b5%22%7d

Meeting ID: 275 497 934 242
Passcode: ExVJZ2

3.6 Adherence to Mandatory Requirements (Pass/Fail)

Huron Valley Schools Administrator or designee shall review Section 2.0 Bidder Information and determine if the Proposer meets the minimum mandatory requirements as outlined in this RFQu.

Failure of the proposer to comply with the minimum mandatory requirements may eliminate its proposal from any further consideration. Huron Valley Schools may elect to waive any informality in a proposal if the sum and substance of the proposal is present.

3.7 Evaluation Process

All bids will be reviewed for compliance with the minimum mandatory requirements stated within this RFQu. Bids not meeting the minimum mandatory requirements will be deemed non-responsive and eliminated from further consideration. Huron Valley Schools may elect to waive any informality in a proposal if the sum and substance of the proposal is present.

- A. Huron Valley Schools may contact the proposer for clarification of the proposer's bid.
- B. Huron Valley Schools may use other sources of information to perform the evaluation.
- C. Huron Valley Schools may require the proposer to submit additional and/or supporting materials.

Responsive bids will be evaluated on the factors identified in this RFQu. The Proposer(s) whose bid is most advantageous, taking into consideration the evaluation factors, will be recommended for award approval.

After a prospective supplier(s) has been selected, Huron Valley Schools and the prospective supplier(s) will negotiate a Master Agreement. If a satisfactory Master Agreement cannot be negotiated, Huron Valley Schools may, at its sole discretion, begin negotiations with the next qualified proposer who submitted a proposal. It is anticipated that pre-qualified contract awards will be made to multiple vendors.

A solicitation may be cancelled, or any or all bids or proposals may be rejected in whole or in part, when it is in the best interest of Huron Valley Schools in accordance with regulations.

3.8 Evaluation Criteria

- 1. Evaluation Factors for Statement of Work (Section 1) – 40 points
 - 2. Company Profile (Section 2.1) - 25 points
 - 3. References (Section 2.2) – 35 points
- Total points possible = 100 points

Proposals receiving **80** or more evaluation criteria points will be considered for award. Award(s) shall be made to the most responsible vendor(s) whose proposal is determined to be best value to Huron Valley Schools taking into consideration the terms and conditions set forth in this RFQu. A valid and enforceable contract exists when an agreement is fully executed between Huron Valley Schools and the Supplier.

3.9 Optional Tools to Enhance Evaluation Process

Huron Valley Schools during the evaluation of proposals may find it necessary to utilize one or multiple tools, as listed below, to facilitate their understanding of the proposal(s) in order to select the best offering to Huron Valley Schools:

- Clarifications
- Deficiency Report
- Oral Presentation
- Site Visit
- Best and Final Offer (BAFO)
- Negotiations

3.10 Huron Valley Schools Option to Reject Proposals

Huron Valley Schools may, in its sole and absolute discretion, reject any or all proposals submitted in response to this RFQu. Huron Valley Schools shall not be liable for any costs incurred by the proposer in connection with the preparation and submission of any proposal. Huron Valley Schools reserves the right to waive inconsequential disparities in a submitted proposal.

3.11 Freedom of Information Act

This contract and all information submitted to Huron Valley Schools by the contractor and proposers is subject to the Michigan Freedom of Information Act (FOIA), 1976 PA 442, MCL 15.231, et seq.

Huron Valley Schools shall not, in any way, be liable or responsible for the disclosure of any such record or any parts thereof, if disclosure is required or permitted under the Michigan Freedom of Information Act or otherwise by law. The Proposer(s) must specifically label only those provisions of the proposal, which are actually trade secrets, confidential, or proprietary in nature. A blanket statement of confidentiality or the marking of each page of the proposal as "Trade Secret", "Confidential", or "Proprietary" shall not be permitted. Any such designation will be disregarded.

By submitting a response to this RFQu, the Proposer shall be deemed to have agreed to indemnify and hold harmless Huron Valley Schools for any liability arising from or in connection with Huron Valley Schools failure to disclose, in response to a request under the Michigan Freedom of Information Act, any portion or portions of the Proposer's response to this RFQu which have been marked "Trade Secret," "Confidential," or "Proprietary."

3.12 Contacts with Huron Valley Schools Personnel

All contact with Huron Valley Schools regarding this RFQu or any matter relating thereto must be e-mailed as follows:

Email address: shaw@macservcorp.com

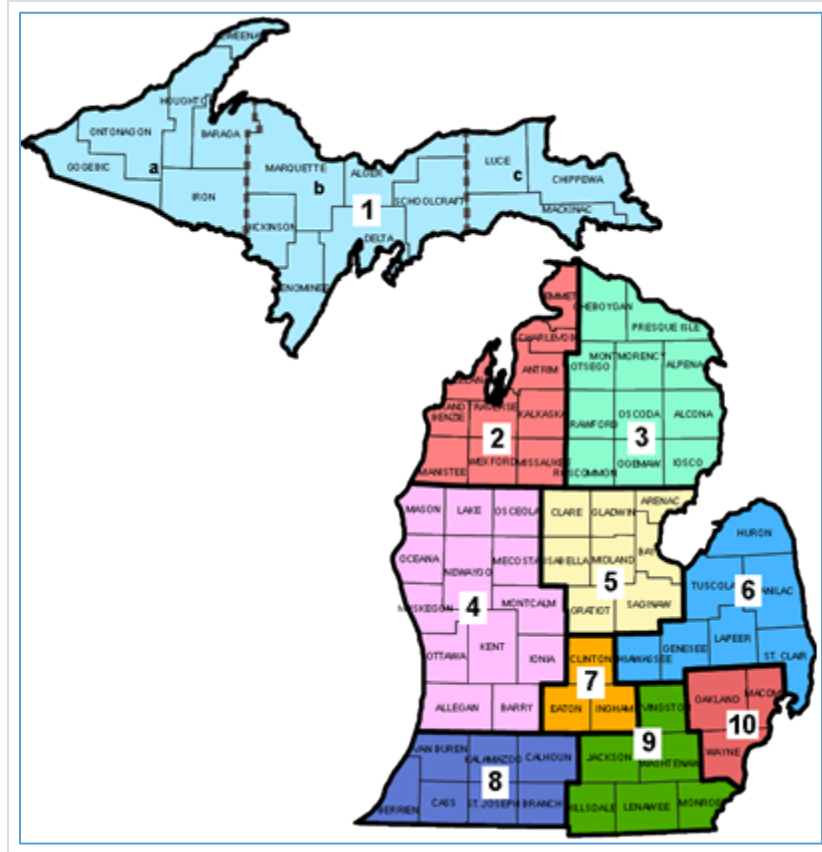


If it is discovered that a Proposer contacted and received information regarding this solicitation from any Huron Valley Schools personnel other than the Procurement Contact, Huron Valley Schools, in its sole discretion, may disqualify its proposal from further consideration. Only those communications made by Huron Valley Schools in writing will be binding with respect to this RFQ.

3.13 Final Agreement Award Determination

Huron Valley Schools reserves the right to make one total award, one award for each category/section, multiple awards, or a combination of awards, and to exercise its judgment concerning the selection of one or more proposals, the terms of any resultant agreement(s), and the determination of which, if any, proposal(s) best serves the interests of Huron Valley Schools.

APPENDIX A –Regional Services Map



- 1. Upper Peninsula
- 2. Northwest
- 3. Northeast
- 4. West
- 5. East Central
- 6. East
- 7. South Central
- 8. Southwest
- 9. Southeast
- 10. Detroit Metro

Appendix A – Regional Services Map Proposer Response: **Please indicate the regions you provide services for/to.**

1-10

Attachment A General Pricing Information

Huron Valley Schools is seeking proposals from qualified vendors to provide furniture, equipment, installation, and design services with two distinct pricing structures. This RFQ outlines the requirements for both pricing models:

1. **Pricing Structure 1: Percentage Off Catalog Pricing**
Vendors are required to provide a percentage discount off their standard catalog prices. The discount should be applied to the Manufacturer's Suggested Retail Price (MSRP) or the most current catalog price. Please complete **Table 1** in Attachment B – Catalog Pricing and include catalogs with proposal as Exhibit A.
2. **Pricing Structure 2: Specific List of Designated Items**
Vendors are requested to provide fixed pricing for the specific list of items detailed in **Table 2** in Attachment C – Specified Pricing.
3. **Table 3: Installation / Labor / Design:** Vendors are requested to provide any installation and/or labor and/or design charges if they are not included with the purchase of any items. Please complete **Table 3** in Attachment B – Catalog Pricing.

Not to Exceed Pricing

1. Huron Valley Schools requests pricing be submitted as not to exceed for any participating entity.
2. Unlike fixed pricing the awarded vendor can adjust submitted pricing lower if needed but cannot exceed original pricing submitted for the solicitation. Volume or spot market conditions may allow for one-time discounts for participating entities.
3. Vendor must allow for lower pricing to be available for similar product and service purchases under the same market conditions.

General Information

1. It is the intent of Huron Valley Schools to always provide the best price and value to its participants. The Vendor must be able to provide a pricing methodology for its products and services that will ensure that Huron Valley Schools is always getting the best and most competitive price available.
2. The products and services provided by this contract may be acquired utilizing many different methods by the participating members of Huron Valley Schools.

NOTES & CLARIFICATIONS

- Amending finish selections may alter final proposal numbers.
- Permits are not included in pricing. If permits are required, additional cost may occur.
- Installation labor is based on prevailing wage— normal working hours, Monday through Friday. Delivery & Installation quote assumes that the site will be ready for installation upon arrival. The rate will fluctuate throughout the years and will directly affect the overall cost per project.
- For prevailing wage, we are recommending our services to fall under a contractor or furniture laborer. The category depends on the county and is to be determined by the district. These are only recommendations and we can not be held liable for situations where the wrong category was selected.
- Lead times estimated at 6-8 weeks
- Manufacturer pricing is based off current list prices. If price increases occur, discounting will be maintained. Depending on timing of order, Interior Environments may have to pass increase(s) to client. We will be sure to give you 30 days notice if price increase is coming prior to this order being placed.
- Pricing is based on orders less than 100k. If a single order is more than 100, additional discounting may be applicable.
- Different components that make up a unit have difference discounts. If a component of a unit is altered, this may affect the final discounting.
- If a manufacturer has a surcharge associated with their orders, this will be addressed per proposal. The amount can not be determined prior to the proposal.



Create space.