

2012 Chair Committee Recommendations

All of the chairs below are available for viewing and ordering from Purchasing. These are the only chairs that can be purchased through the four (4) year contract period.

<u>Chair Name</u>	<u>Manufacturer</u>	<u>Distributor</u>	<u>Price Range</u>
Improve HE	Haworth	encompus	\$ 531.71
Improve Tag	Haworth	encompus	\$ 515.63
Lively	Haworth	encompus	\$ 309.14
Very	Haworth	encompus	\$ 381.41
Zody	Haworth	encompus	\$ 522.02
Delivery Charge \$36.00 for 1 st chair, each add'l chair per order \$9.00			
Celie	Herman Miller	AOI	\$ 498.00
Celie (w/upholstery)	Herman Miller	AOI	\$ 572.00
Includes Delivery		AOI	
Everest	ADI	OID	\$ 547.00
Connexion	Teknion	OID	\$ 543.00
Projek	Teknion	OID	\$ 405.00
Savera (Mid-back)	Teknion	OID	\$ 352.00
Savera (High-back)	Teknion	OID	\$ 362.00
Includes Delivery		OID	
Loover (High back)	Global	Pay-Less Office Products	\$ 387.49
Weev (Medium Back)	Global	Pay-Less Office Products	\$ 315.14
Weev (High Back)	Global	Pay-Less Office Products	\$ 327.25
Duet (Side Chair)	Global	Pay-Less Office Products	\$ 86.60
Delivery \$40.00/1st chair. Additional chairs in order- \$20.00 per chair.			
No delivery charge on side chair.			
HIWM3 Mid Back Mesh	Hon	Staples	\$ 296.55
HIWM3 Mid Back Upholstered	Hon	Staples	\$ 265.05
4041 Polymer (Stack Chair)	Hon	Staples	\$ 249.30 (4 pack)
Includes Delivery			

C-12-0701

RECEIVED

DEC 12 2012

LANCASTER COUNTY
CLERK

CONTRACT DOCUMENTS

**CITY OF LINCOLN, NEBRASKA,
LANCASTER COUNTY,
LINCOLN - LANCASTER COUNTY
PUBLIC BUILDING COMMISSION**

**ANNUAL SUPPLY
FOR
OFFICE SEATING
BID NUMBER 12-249**

**Staples Contract & Commercial, Inc.
operating as Business Interiors by Staples
4205 S. 96th St.
Omaha, NE 68127
402-898-6507**

**CITY OF LINCOLN-LANCASTER COUNTY, NEBRASKA and
LINCOLN-LANCASTER COUNTY PUBLIC BUILDING COMMISSION
CONTRACT AGREEMENT**

THIS CONTRACT, made and entered into this _____ day of _____ 2012, by and between **Staples Contract & Commercial, Inc. operating as Business Interiors by Staples, 4205 S. 96th St., Omaha, NE 68127**, hereinafter called "Contractor", and the City of Lincoln, Nebraska, a municipal corporation, and the County of Lancaster, Nebraska, a political subdivision of the State of Nebraska, and the Lincoln-Lancaster County Public Building Commission hereinafter called the "Owners".

WHEREAS, the Owners have caused to be prepared, in accordance with law, Specifications, Plans, and other Contract Documents for the Work herein described, and has approved and adopted said documents and has caused to be published an advertisement for and in connection with said Work, to-wit:

For providing **Annual Supply for Office Seating, Bid No. 12-249** _____ and,

WHEREAS, the Contractor, in response to such advertisement, has submitted to the Owners, in the manner and at the time specified, a sealed Proposal/Supplier Response in accordance with the terms of said advertisement; and,

WHEREAS, the Owners, in the manner prescribed by law has publicly opened, read aloud, examined, and canvassed the Proposals/Supplier Responses submitted in response to such advertisement, and as a result of such canvass has determined and declared the Contractor to be the lowest responsible bidder for the said Work for the sum or sums named in the Contractor's Proposal/Supplier Responses, a copy thereof being attached to and made a part of this Contract;

NOW, THEREFORE, in consideration of the sums to be paid to the Contractor and the mutual covenants herein contained, the Contractor and the Owners have agreed and hereby agree as follows:

1. The Contractor agrees to (a) furnish all tools, equipment, supplies, superintendence, transportation, and other accessories, services, and facilities; (b) furnish all materials, supplies, and equipment specified to be incorporated into and form a permanent part of the complete work; (c) provide and perform all necessary labor in a substantial and workmanlike manner and in accordance with the provisions of the Contract Documents; and (d) execute and complete all Work included in and covered by the Owners' award of this Contract to the Contractor, such award being based on the acceptance by the Owner of the Contractor's Proposal, or part thereof, as follows:

Agreement to proposal as listed on the Award Recommendation Sheet.

2. The Owners agree to pay to the Contractor for the performance of the Work embraced in this Contract, the Contractor agrees to accept as full compensation therefore, the following sums and prices for all Work covered by and included in the Contract award and designated above, payment thereof to be made in the manner provided by the Owners:

Owners will pay for products/service, according to the Line Item pricing as listed in Contractors Proposal/Supplier Response, a copy thereof being attached to and made a part of this Contract. Owners shall order on an as needed basis for the duration of the contract.

3. Equal Employment Opportunity. In connection with the carrying out of this project, the contractor shall not discriminate against any employee or applicant for employment because of race, color, religion, sex, national origin, ancestry, disability, age or marital status. The Contractor will take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, color, religion, sex, national origin, ancestry, disability, age or marital status. Such action shall include, but not be limited to, the following: employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other compensation; and selection for training, including apprenticeship.

4. E-Verify. In accordance with Neb. Rev. Stat. 4-108 through 4-114, the contractor agrees to register with and use a federal immigration verification system, to determine the work eligibility status of new employees performing services within the state of Nebraska. A federal immigration verification system means the electronic verification of the work authorization program of the Illegal Immigration Reform and Immigrant Responsibility Act of 1996, 8 U.S.C. 1324 a, otherwise known as the E-Verify Program, or an equivalent federal program designated by the United States Department of Homeland Security or other federal agency authorized to verify the work eligibility status of a newly hired employee pursuant to the Immigration Reform and Control Act of 1986. The Contractor shall not discriminate against any employee or applicant for employment to be employed in the performance of this section pursuant to the requirements of state law and 8 U.S.C.A 1324b. The contractor shall require any subcontractor to comply with the provisions of this section.
5. Termination. This Contract may be terminated by the following:
 - 5.1) Termination for Convenience. Either party may terminate this Contract upon thirty (30) days written notice to the other party for any reason without penalty.
 - 5.2) Termination for Cause. The Owners may terminate the Contract for cause if the Contractor:
 - 5.2.1) Refuses or fails to supply the proper labor, materials and equipment necessary to provide services and/or commodities.
 - 5.2.2) Disregards Federal, State or local laws, ordinances, regulations, resolutions or orders.
 - 5.2.3) Otherwise commits a substantial breach or default of any provision of the Contract Document. In the event of a substantial breach or default the Owners will provide the Contractor written notice of said breach or default and allow the Contractor ten (10) days from the date of the written notice to cure such breach or default. If said breach or default is not cured within ten (10) days from the date of notice, then the contract shall terminate.
6. Independent Contractor. It is the express intent of the parties that this contract shall not create an employer-employee relationship. Employees of the Contractor shall not be deemed to be employees of the Owners and employees of the Owners shall not be deemed to be employees of the Contractor. The Contractor and the Owners shall be responsible to their respective employees for all salary and benefits. Neither the Contractor's employees nor the Owners' employees shall be entitled to any salary, wages, or benefits from the other party, including but not limited to overtime, vacation, retirement benefits, workers' compensation, sick leave or injury leave. Contractor shall also be responsible for maintaining workers' compensation insurance, unemployment insurance for its employees, and for payment of all federal, state, local and any other payroll taxes with respect to its employees' compensation.
7. Owner Inclusion. It is understood and agreed by all parties that "Owner/s" shall include the City of Lincoln, Lancaster County, Nebraska and Lincoln-Lancaster County Public Building Commission. Whenever in the Contract documents, including the instructions to bidders, specifications, insurance requirements, bonds, and terms and conditions or any other documents which are a part of the Contract, a singular entity is referenced (i.e., "the City" or "the County" or "Building Commission") it shall mean the "Owners" encompassing the City of Lincoln, Lancaster County and Lincoln-Lancaster County Building Commission.
8. Contract Term. This Contract shall be effective upon execution by all parties. The term of the Contract shall be a four (4) year term with the option for one (1) additional four-year term.
9. The Contract Documents comprise the Contract, and consist of the following:
 1. Contract Agreement
 2. Accepted Proposal/Response
 3. Specifications
 4. Instructions to Bidders
 5. Insurance Requirements
 6. Sales Tax Exemption Form 13

These Contract Agreements, together with the other Contract Documents herein above mentioned, form this Contract, and they are as fully a part of the Contract as if hereto attached or herein repeated.

The Contractor and the Owners hereby agree that all the terms and conditions of this Contract shall be binding upon themselves, and their heirs, administrators, executors, legal and personal representatives, successors, and assigns.

IN WITNESS WHEREOF, the Contractor and the Owners do hereby execute this contract.

EXECUTION BY THE CITY OF LINCOLN, NEBRASKA

ATTEST:

City Clerk

[Handwritten signature]



CITY OF LINCOLN, NEBRASKA

Mayor

[Handwritten signature]

Approved by Resolution No.

A-87492

dated

1-30-13

LINCOLN-LANCASTER COUNTY PUBLIC BUILDING COMMISSION

Attest:

Public Building Commission Attorney

[Handwritten signature]

Chairperson, Public Building Commission

dated

02-12-13

[Handwritten signature]

EXECUTION BY LANCASTER COUNTY, NEBRASKA

Contract Approved as to Form:

Lancaster County Attorney

[Handwritten signature]

The Board of County Commissioners of Lancaster, Nebraska

[Handwritten signatures]

dated

12/18/12

EXECUTION BY CONTRACTOR

IF A CORPORATION:

ATTEST:

[Signature]
Asst. Secretary

Staples Contract - Commercial, Inc.
Name of Corporation

500 Staples Drive; Framingham, MA 01702
(Address)

By: *[Signature]*
Duly Authorized Official John Michael
Vice President & General Manager
Legal Title of Official

IF OTHER TYPE OF ORGANIZATION:

Name of Organization

Type of Organization

(Address)

By: _____
Member

By: _____
Member

IF AN INDIVIDUAL:

Name

Address

Signature

City of Lincoln/Lancaster County (Lincoln Purchasing) Supplier Response

Bid Information		Contact Information		Ship to Information
Bid Creator	Robert Walla Asst. Purchasing Agent	Address	Purchasing 440 S. 8th St. Lincoln, NE 68508	Address
Email	rwalla@lincoln.ne.gov	Contact	Robert Walla Asst. Purchasing Agent	Contact
Phone	1 (402) 441-8309			
Fax	1 (402) 441-6513			
Bid Number	12-249	Department	Purchasing	Department
Title	Annual Supply - Office Seating	Building		Building
Bid Type	RFP	Floor/Room	Suite 200	Floor/Room
Issue Date	09/12/2012	Telephone	1 (402) 441-8309	Telephone
Close Date	9/26/2012 12:00:00 PM CST	Fax	1 (402) 441-6513	Fax
Need by Date		Email	rwalla@lincoln.ne.gov	Email

Supplier Information

Company Staples, Inc
 Address 4205 S 96th St

 Omaha, NE 68127
 Contact Patrick Martin
 Department
 Building
 Floor/Room
 Telephone 1 (402) 707-4111
 Fax 1 (402) 898-6551
 Email patrick.martin@staples.com
 Submitted 9/26/2012 8:52:10 AM CST
 Total \$0.00

Signature _____

Supplier Notes

Please find our attached bid documents. If there is any further information we can provide, please don't hesitate to contact us. We appreciate the opportunity to provide seating solutions and look forward to working with you.

Bid Notes _____

Bid Activities _____

Bid Messages _____

Please review the following and respond where necessary

#	Name	Note	Response
1	Insurance Requirements	I acknowledge reading and understanding the Insurance Requirements.	Yes
2	Sample Contract	I acknowledge reading and understanding the sample contract.	Yes
3	Specifications	I acknowledge reading and understanding the specifications.	Yes
4	Electronic Signature	Please check here for your electronic signature.	Yes
5	Instructions to Proposers	I acknowledge reading and understanding the Instructions to Proposers.	Yes
6	Renewal is an Option	Contract Extension Renewal is an option.	Yes
7	Contact	Name of person submitting this bid:	Sheri Shipman
8	Bid award	I acknowledge and understand that the City, County and/or Public Building Commission reserves the right to award bids item-by-item, with or without alternates/options, by groups, or "lump sum" such as shall best serve the requirements and interests of the City, County and/or Public Building Commission. If your pricing is based on an all-or-nothing basis, please indicate so in the Supplier Notes section of your E-Bid response.	Yes
9	References	I have attached my References to the Response Attachment section of this bid.	Yes
10	Tax Exempt Certification Forms	Materials being purchased in this bid are tax exempt and unit prices are reflected as such. A Purchasing Agent Appointment form and a Exempt Sales Certificate form shall be issued with contract documents. (Note: State Tax Law does not provide for sales tax exemption for proprietary functions for government, thereby excluding the purchases of pipes to be installed in water lines and purchase of water meters.)	Yes
11	Term Clause with Escallation/De-Escalation	I acknowledge that the term of the contract will be a (4) four year term from the date of the executed contract. (a) Bid prices firm for the first full contract period. YES or NO (b) Bid prices subject to escalation/de-escalation YES or NO (c) If (b), state period for which prices will remain firm: through _____	(a) YES (b) YES (c) 2 years
12	Delivery	State number of delivery days ARO for each chair order. FOB to the City/County at the location specified with all transportation charges paid.	30
13	Proposal Submission	I have prepared and delivered/mailed to the City Purchasing Agent 1 original and 5 copies of my proposal as requested in the Specifications.	Yes

Line Items

#	Qty	UOM	Description	Response
1	1	EA	This is to notify you that RFP 12-249 for the Annual Supply of Office Seating is available. Please prepare your written response and return your proposals as instructed in the RFP according to the specifications. Respond to the Attribute section and submit before the closing date and time. Also, you are required to enter a 0 for your response in this line item. If you have any questions, call 402-441-7417.	\$0.00

Item Notes:

Supplier Notes:

Response Total: \$0.00

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Improve Tag	Haworth	All Makes	\$ 592.68
Lively	Haworth	All Makes	\$ 346.84
Very	Haworth	All Makes	\$ 425.76
Zody	Haworth	All Makes	\$ 582.72
Delivery Charge \$17.00 per Order		All Makes	
Celle	Herman Miller	AOI	\$ 498.00
Celle (w/upholstery)	Herman Miller	AOI	\$ 572.00
Includes Delivery		AOI	
Everest	ADI	OID	\$ 547.00
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4041 Polymer (Stack Chair)	Hon	Staples	\$ 249.30 (4 pack)
Includes Delivery			

Item	Mfg	Part Number	Part Description	Tag	Qty	List	Sell	Sell - %
1	HON	HITL3 .A .H .U \$(3) ~ .T .SB	Tsk Low Bck Pneu Syn&Ten Tilt Bck Ang Adj St Glid Arm: Height and Width Adj CASTER: Hard Back: Upholstered GRADE: III UPHOLSTERY Undecided FABRIC Option FRAME: Black Base: Standard Black	DEDICATED TASK	1	\$ 556.00	\$ 250.20	55.000
2	HON	HIWM3 .A .H .U \$(3) ~ .T .SB	Wk Mid-bck Pneu Syn tilt Bck Adj Tilt Ten Seat Glid Arm: Height and Width Adj CASTER: Hard Back: Upholstered GRADE: III UPHOLSTERY Undecided FABRIC Option FRAME: Black Base: Standard Black	MULTI TASK	1	\$ 589.00	\$ 265.05	55.000
3	HON	HIEH3 .A .H .U \$(4) .WP ~ .T .SB	Exe HB Pneu Syn Tilt Bck Adj Tilt Ten Seat Glide Bk Arm: Height and Width Adj CASTER: Hard Back: Upholstered GRADE: IV UPHOLSTERY UPH: Whisper Vinyl Undecided FABRIC Option FRAME: Black Base: Standard Black	MANAGERIAL	1	\$ 677.00	\$ 304.65	55.000
4	HON	HIGCL .E .U \$(3) ~ .T	Guest Chair Four Leg Frame Arms Glide: Glide Back: Upholstered GRADE: III UPHOLSTERY Undecided FABRIC Option FRAME: Black	SIDE CHAIR	1	\$ 364.00	\$ 163.80	55.000
5	HON	H2111 ~ \$(4) ~	2110 Series Guest Leg Base Arms Undecided FINISH Option GRADE: IV Upholstery Undecided FABRIC Option	LOBBY CHAIR	1	\$ 522.00	\$ 234.90	55.000
6	HON	HFAA01 \$(4) ~ ~ .BC	Arm Chair GRADE: IV UPHOLSTERY Undecided FABRIC Option Undecided FRAME Option Packaged in Carton	LOBBY LOUNGE	1	\$ 1,479.00	\$ 665.55	55.000
7	HON	HIEH2 .A .H .U \$(4) .WP ~ .T .SB	Exe HB Pneu Tilt Ten Syn Tilt Seat Glide Bck Ht Adj Arm: Height and Width Adj CASTER: Hard Back: Upholstered GRADE: IV UPHOLSTERY UPH: Whisper Vinyl Undecided FABRIC Option FRAME: Black Base: Standard Black	CONFERENCE	1	\$ 653.00	\$ 293.85	55.000
8	HON	H4041 ~ .Y	4041 Polymer Seat & Back 4 Chairs Per Carton Undecided SHELL Option FRAME: Chrome	STACK CHAIR	1	\$ 554.00	\$ 249.30	55.000
Grand Total								55.000



HON FULL LIFETIME WARRANTY

YOUR HON FULL LIFETIME WARRANTY

Every time you purchase a HON product, you're making an investment in your future. We're proud to play a part in that future, and you can trust us to do our best for as long as you need us.

The HON Full Lifetime Warranty is our assurance to you that the HON desks, workstations, seating, tables, or storage you purchase will be free from defective material or workmanship for the life of the product.

In the unlikely event that any HON product or component covered by the HON Full Lifetime Warranty should fail under normal workplace use as a result of defective material or workmanship, HON promises to repair it. If we are unable to repair it, we will replace it with comparable product or, if you prefer, we will refund your purchase price.

WHAT'S COVERED BY THE HON FULL LIFETIME WARRANTY?

Your HON Full Lifetime Warranty applies to product manufactured after January 1, 2011. All HON product lines, materials, and components are covered by your HON Full Lifetime Warranty except for the items described below.

The specific product lines, materials, and components listed below are covered under HON's Full 12-Year and Full 5-Year Warranties (from date of purchase).

HON'S FULL 12-YEAR WARRANTY

- Electrical components (lamps and ballasts are not covered)
- Seating ilira®-stretch
- Laminate surfaces
- Seating controls
- Signal seating upholstery fabric
- Accessories
- Wood seating
- Veneer surfaces

HON'S FULL 5-YEAR WARRANTY

- Panel and seating textiles

These warranties apply to HON products sold within the United States of America, U.S. Territories, and Canada, as well as U.S. Military and Federal Agency purchases (regardless of location).

IS ANYTHING NOT COVERED?

There are a few exclusions to the HON Full Lifetime Warranty and to the 12 and 5-year warranties. These exclusions are:

- All basyx® by HON products (these products are covered under a separate basyx® by HON warranty).
- Color-fastness or matching of colors, woodgrains, or textures occurring in wood, leather, or other materials that naturally exhibit inherent color variations.
- Customer's own materials (COM) selected by and used at the request of a user.
- Modifications or attachments to the product that are not approved by The HON Company and product failures resulting from such modifications or attachments.
- Product normal wear and tear, which is to be expected over the course of ownership.
- Products that were not installed, used, or maintained in accordance with product instructions and warnings.
- Products used for rental purposes.

WARRANTY REQUESTS OR QUESTIONS?

Your HON dealer is our mutual partner in supporting your warranty requests.

To obtain service under this warranty, please contact your HON dealer. If you are not sure who your dealer is, please call HON Customer Support at 800.833.3964.

THAT'S YOUR HON FULL LIFETIME WARRANTY. AS AN OWNER OF HON PRODUCT, THE WARRANTY EXPLAINED HERE IS YOUR SOLE AND EXCLUSIVE REMEDY. THERE ARE SOME EXCEPTIONS IF YOU PURCHASED THE PRODUCT FOR HOME OR PERSONAL USE WHICH ARE EXPLAINED BELOW. TO THE EXTENT ALLOWED BY LAW, THE HON COMPANY MAKES NO OTHER WARRANTY, EITHER EXPRESSED OR IMPLIED, INCLUDING ANY WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE. THE HON COMPANY WILL NOT BE LIABLE FOR ANY CONSEQUENTIAL OR INCIDENTAL DAMAGES.

A WORD ABOUT PURCHASES FOR HOME OR PERSONAL USE

Please note, this section only applies if you purchased your HON product for your home or for your own personal or family use. HON's warranties give you specific legal rights and you may have other rights, which vary from state to state. As a consumer purchaser, the complete exclusion of implied warranties noted in the above paragraph does not apply to you, however, to the extent allowed by applicable state law, the implied warranties are limited to the applicable term of the warranty. Some states do not allow the exclusion or limitation of incidental or consequential damages, so the above exclusion or limitation may not apply to you.



City of Lincoln/Lancaster County Purchasing
Robert Walia, Asst Purchasing Agent
440 S 8th Street
Lincoln, NE 68508

4205 S 96th Street
Omaha, NE 68127

tel: 402-898-6507
fax: 402-898-6551
email: sheri.shipman@staples.com
www.businessinteriorsbystaples.com

September 26, 2012

Dear Bob,

Please find enclosed our proposal for the City/County Annual Supply-Office Seating bid. City of Lincoln/Lancaster County is a valued Staples customer and we certainly appreciate the opportunity for us to provide furniture solutions as well.

The pricing attached is a nationally leveraged tiered discount based on volume using the National Joint Powers Alliance pre negotiated member coop contract pricing.

1-\$50,000 will be 55% off to the manufacturer's List price.
50,000-\$150,000 57% off to the manufacturer's List price.
150,000-\$250,000 58% off to the manufacturer's List price.
Over \$250,000 discount will be negotiated

Our pricing includes delivery, placement and removal of packing trash for each order.

Business Interiors by Staples does not offer a trade in program for used seating, but we do have a nationwide program where we will agree to haul away and donate your seating to the Salvation Army free of charge.

The unique Full Lifetime Warranty provided by Hon shows the confidence in the quality of products they are providing and we as Staples proudly stand behind and represent the quality of the seating we are proposing. The warranty outlines the frame and structural components of the chair will be repaired or replaced for the life of the product with the original owner. The fabric and upholstery offers 5 year warranty and the seating controls offer a 12 year warranty. These warranties are for normal workplace hours and conditions. Should you have a need for 24/7 usage of a chair we would propose an alternate option. All of the seating proposed is tested and rated for 300lb weight capacity.

If a failure would occur within the warranty guidelines, Staples or a third party contractor provided by Staples will repair the chair free of charge for the warranty life of the items listed above. After the warranty period Staples will still provide the repair service, but at a rate of \$35.00 an hour.

Business Interiors by Staples also offers a dedicated and experienced team of individuals to ensure the satisfaction of the furniture for this project through to installation and beyond. Please let us know if we can provide anything further or answer any questions you might have. We look forward to working with you.

References listed below and chair demo samples may be provided upon request.

Sincerely,

Sheri Shipman
Furniture Sales Executive



Pat Martin
Business Development Executive

Steve Reule
District Sales Manager, Staples Advantage

Craig Jones
District Sales Manager, Business Interior by Staples

Project Manager
Dan Sanderson

References:

Horseshoe Casino
Council Bluffs, IA
Pete Graziano, Dir of Marketing
(712)396-3924

Douglas County Juvenile Courts
Omaha, NE
Ray Curtis, Court Administrator
(402)444-7885

Upholstery Color Combinations for all Seating Models



- ▶ **NEW!** New colorways for Grade III Inertia Upholstery. Available September 2012
- ▶ **NEW!** Grade IV Dotty and Mod Daisy upholsteries. Available September 2012.
- ▶ **NEW!** Grade III Moguls upholstery. Available June 2012
- ▶ **NEW!** Grade IV Sockhop upholstery. Available June 2012
- ▶ **NEW!** Preferred Fabrics. Available April 2012.
- ▶ **NEW!** Centurion Upholstery moved to Grade III. Effective 11/1/2011
- ▶ **NEW!** ApPOINT Seating Upholstery Effective 11/1/2011.
- ▶ **SPECIFY:** Model Number Finish Upholstery Code Color Code
EXAMPLE: H6551.B.N.CU62 H5901.AB62
- ▶ For additional HON to Supply COM fabric grade pricing (M7-M12), go to honready.hon.com and click on the HON to Supply COM link
- ▶ All specifications in this publication are based on the latest product information available at the time of print.
- ▶ Tailored Fabrics (COM) Ordering Information and pricing on page 8.
- ▶ See page 476 for Graded-in Fabric program information — Select Textiles and Smart Textiles.
- ▶ All standard upholsteries are carded. Cards are available through HON Literature Fulfillment.
- ▶ Grade VI Signal fabric has a special stain removal finish. Visit www.hon.com and view Signal fabrics under Surface Materials.
- ▶ Remember to add an FC to the base model number when fire code fabric is selected. New Models with FC Fire Code suffix meet CA Technical Bulletin 133. See pages 479-481 for available models/fabrics
- ▶ Additional fabrics are available through Smart Textiles, www.HONSmartTextiles.com. For information regarding the Preferred Fabrics, see page 8

GRADE II	GRADE III — continued	GRADE III — continued	GRADE IV — continued
BK CLASSIC	MOG MOGULS - NEW! Effective 6/1/2012	RO ARRONDI	GO GIO
Blue .BK85	Birch .MOG43	Berry .RO62	Blueberry [] [] G090
Burgundy .BK62	Flare .MOG88	Cardinal .RO46	Cashew [] [] G026
Iron .BK19	Graphite .MOG97	Carob .RO49	Cherry [] [] G062
	Java .MOG42	Citrus .RO82	Coffee [] [] G049
	Mandarin .MOG45	Honey .RO26	Habanero [] [] G042
	Navy .MOG86	Jet .RO10	Ocean [] [] G096
	Onyx .MOG99	Lagoon .RO96	Onyx .G010
	Verdant .MOG44	Sand .RO24	Sprout [] [] G082
	Waterfall .MOG26	Taupe .RO22	
GRADE III	NR INERTIA	UR CONTOURETT POLYURETHANE	HOP SOCKHOP - NEW! Effective 6/1/2012
AB CONFETTI	Bronze NEW! 9/1/2012 .NR28	Black .UR10	Carbon .HOP18
Black .AB10	Calypso NEW! 9/1/2012 .NR98	Coffee Bean .UR49	Garnet .HOP51
Blue .AB90	Cherry NEW! 9/1/2012 .NR66	Flame .UR62	Lawn .HOP61
Burgundy .AB62	Clover .NR74	Luggage .UR26	Platinum .HOP21
Gray .AB12	Coffee NEW! 9/1/2012 .NR49	Ocean .UR96	Pool .HOP16
	Fog .NR19		Pumpkin .HOP50
	Indigo .NR88		Rattan .HOP60
	Lime NEW! 9/1/2012 .NR82	GRADE IV	Regatta .HOP17
	Loft NEW! 9/1/2012 .NR22	CC COSMIC	Truffle .HOP70
	Merlot .NR62	Bark .CC49	
	Mulberry NEW! 9/1/2012 .NR60	Berry .CC62	PE ESPLANADE
	Mustard NEW! 9/1/2012 .NR26	Caramel .CC29	Alloy [] PE22
	Onyx NEW! 9/1/2012 .NR10	Carbon .CC10	Berry [] PE62
	Pewter .NR11	Cerulean .CC90	Espresso [] PE49
	Regatta NEW! 9/1/2012 .NR90	Glacier .CC96	Flame [] PE42
	Shadow NEW! 9/1/2012 .NR20	Olivine .CC82	Khaki [] PE26
	Stone .NR24	Poppy .CC42	Lapis [] PE90
	Surf NEW! 9/1/2012 .NR96		Lawn [] PE82
	Tangelo NEW! 9/1/2012 .NR46	DAI MOD DAISY - NEW! Effective 11/1/2012	Licorice [] PE10
		Black .DAI10	Oasis [] PE96
		Fog .DAI22	Tourmaline [] PE78
		Garnet .DAI66	
		Graphite .DAI19	PNS APPOINT SEATING - NEW! Effective 11/1/2011
		Kiwi .DAI82	Bronze [] .PNS002
		Mink .DAI49	Carbon [] .PNS008
		Merlot .DAI62	Cherry [] .PNS010
		Regatta .DAI90	Espresso [] .PNS003
		Sandstone .DAI28	Jet [] .PNS007
			Platinum [] .PNS004
			Lawn [] .PNS005
			Mandarin [] .PNS009
			Morel [] .PNS001
			Turquoise [] .PNS006
			RG CHARGED [] [] Discontinued 12/31/2012.
			Autumn .RG42
			Cardinal .RG62
			Carob .RG49
			Jet .RG10
			Lagoon .RG96
			Parsley .RG82
BE ENCORE	NT TECTONIC	DOT DOTTY - NEW! Effective 9/1/2012	
Henna .BE42	Black .NT10	Berry .DOT62	
Lapis .BE83	Charcoal .NT19	Black .DOT10	
Lava .BE19	Chive .NT78	Crimini .DOT28	
Mulberry .BE56	Mariner .NT90	Mosaic .DOT26	
Oatmeal .BE16	Periwinkle .NT85	Peat .DOT24	
Raven .BE11	Taupe .NT26	Pewter .DOT19	
Reef .BE72	Wine .NT69	Sepia .DOT49	
Wild Rose .BE62		Tide .DOT90	
		Toffee .DOT76	
		Tomatillo .DOT82	
BW CURFEW	RI STITCHERY	EJ JAMESTOWN VINYL	
Claret .BW69	Barley [] .RI24	Black .EJ10	
Iron .BW19	Crimson .RI62	Oxblood .EJ65	
Navy .BW90	Deep Bronze .RI26	Slate .EJ92	
	Ganache [] .RI49		
	Indigo [] .RI90		
	Jam [] .RI65		
	Jet [] .RI10		
	Keylime .RI78		
	Olivine .RI82		
	Poppy .RI42		
	Salt & Pepper .RI19		
	Wheat .RI28		
CU CENTURION			
Berry [] .CU62			
Black [] .CU10			
Caramel .CU26			
Cerulean [] .CU90			
Espresso [] .CU49			
Frost .CU22			
Glacier .CU96			
Iron Ore [] .CU19			
Morel .CU24			
Olivine [] .CU82			
Poppy .CU42			
Tangerine .CU46			
Tomato .CU66			
EE SIERRA VINYL (Matching vinyl to SS Leather)			
Black .EE11			
Brick .EE62			
Chocolate .EE49			

★ Icon Legend on page 11 [] [] Discontinued 12/31/2012

index accessories education tables seating storage & files workstations desking

► **NEW!** SQ Leather Colors available for Ignition™ Seating Effective January 1, 2012
 ► SPECIFY: Model Number Finish Upholstery Code Color Code
 EXAMPLE: H6551.B.N.AB.CU62 H5901.AB62

► All specifications in this publication are based on the latest product information available at the time of print.
 ► For additional HON to Supply COM fabric grade pricing (M7-M12), go to honready.hon.com and click on the HON to Supply COM link.

► Tailored Fabrics (COM) Ordering Information and pricing on page 8.
 ► Remember to add an FC to the base model number when fire code fabric is selected. New Models with FC Fire Code suffix meet CA Technical Bulletin 133. See pages 479-481 for available models/fabrics.

► All standard upholsteries are carded. Cards are available through HON Literature Fulfillment.
 ► See page 476 for Graded-in Fabric program information — Select Textiles and Smart Textiles.

► Additional fabrics are available through Smart Textiles. www.HONSmartTextiles.com.
 ★ For information regarding the Preferred Fabrics, see page 9

Standard Upholstery...Ordering Codes

GRADE IV — continued

WP WHISPER VINYL

Antelope ★	WP20
Black ★	WP40
Bone	WP17
Brilliant White	WP16
Camel ★	WP18
Cappuccino ★	WP21
Cashew	WP29
Charcoal ★	WP39
Cinnamon ★	WP25
Cognac ★	WP62
Espresso ★	WP49
Forest ★	WP82
Navy ★	WP37
Salsa ★	WP42
Sangre ★	WP28

GRADE V

IA STRIAE

Brick	.IA42
Desert	.IA26
Grove	.IA82
Java	.IA49
Medoc	.IA62
Night	.IA10
Regatta	.IA90

IE TILE Discontinued 12/31/2011.

Cloud  Discontinued 12/5/2011	.IE19
Espresso	.IE49
Hazel	.IE83
Iron Ore	.IE10
Storm	.IE96
Wine	.IE62

PO PANORAMA Discontinued 12/31/2011.

Commodore	.PO90
Concerto	.PO83
Cardial	.PO62
Mahogany	.PO49
Nebulous	.PO16
Sunkist	.PO44

QD QUADRILLE

100% Recycled Polyester	
Blaze	.QD42
Chocolate	.QD49
Jet	.QD10
Lake	.QD96
Merlot	.QD62
Moss	.QD82
Mystic	.QD90
Steel	.QD19

GRADE V — continued

SX SILVERTEX™ PERMABLOK³ VINYL

Blackberry	.SX17
Carbon ★	.SX23
Celery ★	.SX19
Champagne	.SX08
Jet ★	.SX05
Luggage	.SX13
Mandarin	.SX11
Meteor ★	.SX24
Mocha	.SX25
Sage ★	.SX18
Storm	.SX22
Sunkist ★	.SX12
Taupe	.SX09

To view Candid, Quick and Silvertex Permablock³ vinyl's stain removal matrix, visit www.hon.com and view the Candid, Quick and Silvertex vinyls under Surface Materials.

GRADE VI

NS SIGNAL* 12-year Warranty

Berry	.NS62
Bronze	.NS29
Cardinal	.NS42
Charblack	.NS19
Neutra	.NS26
Onyx	.NS16
Sea	.NS90

*To view Signal's stain removal matrix, visit www.hon.com and view the Signal fabric under Surface Materials.

GRADE L

SR LEATHER

Black	.SR11
Burgundy	.SR69

SS DENVER LEATHER (Matches EE Vinyl)

Black	.SS11
Brick	.SS62
Chocolate	.SS49

SQ LEATHER

Black	.SQ11
Brick NEW! Effective 1/1/2012	.SQ62
Chocolate NEW! Effective 1/1/2012	.SQ49

SELECT TEXTILES

GRADE M1

AX AXIS

Denim	.AX07
Grove	.AX18
Noir	.AX29
Paprika	.AX40
Summer	.AX73
Willow	.AX62

IM MIME

Azure	IM87
Ember	IM09
Palm	IM20
Pewter	IM31
Twig	IM29
Winery	IM18

JA JARGON

Cayenne	JA48
Coconut	JA59
Kale	JA70
Nautica	JA81
Peacock	JA92
Russet	JA03
Spiffy	JA14

NE CANTER POLYURETHANE

Alfalfa	.NE84
Ancho	.NE73
Chestnut	.NE62
Earth	.NE28
Mica	.NE17
Night	.NE30
Onyx	.NE39
Sable	.NE95
Saddle	.NE51
Safari	.NE06
Sand	.NE40
Willow	.NE29

TX CONTEXT

Cement	TX95
Fall Song	TX06
Lake	TX28
Mulberry	TX39
Refresh	TX50
Twig	TX61

GRADE M2

GR MESSENGER

Azure	GR41
Balsa	GR01
Bayou	GR08
Cactus	GR45
Carbon	GR57
Chestnut	GR52
Cloud	GR31
Depth	GR38
Fir	GR43
Hydrangea	GR50
Ice	GR46
Iste	GR49
Lilac	GR51
Lumine	GR54
Mao	GR25
Neon	GR48
Nile	GR40
Onyx	GR29
Poppy	GR24
Russet	GR55
Sequoia	GR56
Shadow	GR07
Tangelo	GR53
Tobacco	GR06
Turf	GR47
Violet	GR27
Zinc	GR10

IP IMPACT

Brazen	IP30
Chocolate	IP41
Crimson	IP52
Grotto	IP74
Indigo	IP85
Putty	IP96
Relic	IP07
Serene	IP18
Sprout	IP40
Stark	IP51

Upholstery Color Combinations for all Seating Models



► SPECIFY Model Number Finish Upholstery Code Color Code
 EXAMPLE H6551.B.N.CU62 H5901.AB62

► All specifications in this publication are based on the latest product information available at the time of print.
 ► For additional HON to Supply COM fabric grade pricing (M7-M12), go to hanready.hon.com and click on the HON to Supply COM link.

► Tailored Fabrics (COM) Ordering Information and pricing on page 8.
 ► See page 478 for Graded-in Fabric program information — Select Textiles and Smart Textiles

► Remember to add an FC to the base model number when fire code fabric is selected. New Models with FC Fire Code suffix meet CA Technical Bulletin 133. See pages 479-481 for available models/fabrics.

► All standard upholsteries are carded. Cards are available through HON Literature Fulfillment.
 ► Additional fabrics are available through Smart Textiles, www.HONSmartTextiles.com.
 ☆ For information regarding the Preferred Fabrics, see page 9.

Standard Upholstery...Ordering Codes

SELECT TEXTILES

GRADE M2 — continued

LS MILESTONE

Aurora	.LS62
Balsam	.LS75
Basil	.LS77
Bison	.LS58
Charcoal	.LS25
Clove	.LS73
Coffee	.LS57
Crocus	.LS81
Daffodil	.LS71
Ebony	.LS26
Ecru	.LS72
Embrace	.LS55
Fountain	.LS79
Ground	.LS31
Gypsum	.LS70
Linger	.LS54
Lychee	.LS69
Medium Grey	.LS29
Merlot	.LS74
Mykonos	.LS80
Pewter	.LS22
Ribbon	.LS65
Rush	.LS47
Spruce	.LS78
Tiger Lily	.LS61
Tortoise	.LS46
Vetiver	.LS76

MD MEDIUM

Alloy	.MD03
Bark	.MD06
Clover	.MD42
Cream	.MD30
Delight	.MD36
Espresso	.MD07
Flax	.MD04
Furrow	.MD34
Hazard	.MD35
Honey	.MD33
Iris	.MD37
Laser	.MD14
Lavender	.MD38
Mallard	.MD41
Marina	.MD22
Nautical	.MD39
Pecan	.MD08
Persimmon	.MD13
Pistachio	.MD29
Pool	.MD40
Port	.MD16
Prospect	.MD32
Pumpkin	.MD12
Raven	.MD01
Sift	.MD31
Smoke	.MD02
Thistle	.MD43

GRADE M2 — continued

OM BOOM

Aqueous	.OM58
Black Ice	.OM69
Butterscotch	.OM80
Cordovan	.OM91
Frothe	.OM13
Heather	.OM24
Living	.OM46
Mushroom	.OM68
Poppy	.OM12
Sapphire	.OM34
Stout	.OM45
Zeal	.OM67

TO SECTOR

Auburn	T095
Blueprint	T006
Gilded	T017
Granola	T028
Greenery	T039
Nightfall	T050
Spiced	T061

GRADE M3

AT ALTER

100% Recycled Polyester	
Illustrate	.AT04
Ore	.AT06
Portray	.AT07

BD BOUND

100% Recycled Polyester	
Cerise	BD09
Chestnut	BD07
Comet	BD01
Drift	BD04
Tidepool	BD05

BF BEFORE

Pebble	.BF02
Pepper	.BF07

BG BRIDGE

100% Recycled Polyester	
Agave	BG04
Flaxen	BG01
Paprika	BG07

CI CANDID PERMABLOK³ VINYL*

Bark	.CI01
Concrete	.CI05
Mediterranean	.CI07
Millpond	.CI06
Oatmeal	.CI02
Sisal	.CI03

GRADE M3 — continued

DE DEFER

Esplanade	.DE09
Mahogany	.DE06
Ocean	.DE08
Sugarplum	.DE05
Tidepool	.DE01

DI DIVISION

100% Recycled Polyester	
Arabica	.DI03
Dune	.DI01
Fountain	.DI05
Marsala	.DI09

DX REDUX CRYPTON***

Aztec	.DX36
Key Lime	.DX69
Mocha	.DX02
Sapphire	.DX80
Spice	.DX58

FO FOCUS

100% Recycled Polyester	
Butternut	.FO05
Carbon	.FO09
Clove	.FO08
Ivory	.FO01
Lichen	.FO04
Merlot	.FO07
Regatta	.FO10
Safari	.FO03

LA LARIAT VINYL

Black	.LA06
Brick Red	.LA03
Camel	.LA01
Chocolate	.LA11
Crimson	.LA22
Fatigue	.LA18
Fern	.LA08
Hunter	.LA05
Indigo	.LA04
Ivory	.LA13
Ivy	.LA19
Lake	.LA20
Mahogany	.LA15
Navy	.LA21
Oxblood	.LA12
Oyster	.LA07
Pebble	.LA16
Putty	.LA17
Russet	.LA02
Sand	.LA14
Taupe	.LA10

*To view Candid, Quick and Silvertex Permablok³ vinyl's stain removal matrix, visit www.hon.com and view the Candid, Quick and Silvertex vinyls under Surface Materials.

GRADE M3 — continued

OK QUICK PERMABLOK³ VINYL*

Billow	OK02
Marine	OK06
Patina	OK09
Prevail	OK11
Redwood	OK12
Sirocco	OK01

RA RAFIA VINYL

Academy	.RA27
Cinema	.RA23
Director	.RA17
Flick	.RA13
Oscar	.RA11
Premier	.RA19
Producer	.RA31

RB SCRIBE CRYPTON***

Atlantis	RB01
Chianti	RB12
Flicker	RB23
Juniper	RB34
Nutmeg	RB45
Pool	RB56

TC TWICE

Quarry	TC05
Sand	TC01

TF TRANSFER

Licorice	TF07
Simmer	TF04

TY STEADY

Aegean	TY07
Bison	TY04
Brick	TY12
Cameo	TY01
Cloak	TY13
Drift	TY02
Estuary	TY06
Marigold	TY10
Summit	TY03
Thrive	TY05

UM LUMIERE VINYL

Cameo	UM56
Java	UM78
Moss	UM89
Shadow	UM01
Zest	UM22

**To view Balance Beam, Block Party, Breeze, Chance, Courtyard, Dart, Floret, Idyll, Infusion, Mingle, Mojo, Redux, Scribe, Snuggle and Sunburst stain removal matrix, visit www.hon.com and view Balance Beam, Block Party, Breeze, Chance, Courtyard, Dart, Floret, Idyll, Infusion, Mingle, Mojo, Redux, Scribe, Snuggle and Sunburst fabrics under Surface Materials.

★ Icon Legend on page 11

► **NEW!** Grade M4 Wooly Upholstery Available November 2012
 ► **NEW!** Preferred Fabrics Available April 2012
 ► **SPECIFY:** Model Number
 Finish
 Upholstery Code
 Color Code
EXAMPLE: H6551.B.N.CU62
 H5901.AB62

► All specifications in this publication are based on the latest product information available at the time of print.
 ► For additional HON to Supply COM fabric grade pricing (M7-M12), go to honready.hon.com and click on the HON to Supply COM link.

► Tailored Fabrics (COM) Ordering Information and pricing on page 8.
 ► See page 476 for Graded-in Fabric program information — Select Textiles and Smart Textiles.

► Fabrics and foam meet requirements for CA Technical Bulletin 117.
 ► Fire Code fabrics with FC foam meet requirements for CA Technical Bulletin 133.

► All standard upholstery are carded. Cards are available through HON Literature Fulfillment.
 ► Additional fabrics are available through Smart Textiles, www.HONSmartTextiles.com.
 * For information regarding the Preferred Fabrics, see page 9

Standard Upholstery...Ordering Codes

SELECT TEXTILES

GRADE M4

BZ BREEZE CRYPTON***

Currant	BZ81
Dijon	BZ85
Grass	BZ89
Iris	BZ84
Mint	BZ82

CCH CINCH

Crimson	CCH005
Flax	CCH002
Heron	CCH008
Island	CCH010
Putty	CCH001
Sumatra	CCH006

CDE COINCIDE

Aurora	CDE005
Bungalow	CDE004
Cicado	CDE003
Mist	CDE001
Raisin	CDE007

NL SNUGGLE CRYPTON***

Chinchilla	NL50
Copen	NL51
Olive	NL47
Praline	NL55
Truffle	NL56
Wineberry	NL57

OV OVERLAP

Mirage	OV07
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PG PARAGON VINYL

Baltic	PG60
Cimarron	PG93
Splash	PG37
Terrapin	PG48

SAK STACK

Chestnut	SAK011
Clove	SAK004
Saffron	SAK013
Sandpiper	SAK002
State	SAK007

WOL WOOLY - NEW! Effective 11/1/2012

Bamboo	WOL008
Black	WOL005
Chaps	WOL014
Charcoal Flannel	WOL004
Framboise	WOL012
Geranium	WOL011
Grey Flannel	WOL003
Lawn	WOL009
Light Grey Mix	WOL002
Marine	WOL007
Natural Heather	WOL001
Squash	WOL010
Turquoise	WOL006
Violet	WOL013
Walnut	WOL015

GRADE M5

EO ELI VINYL

Bamboo	.EO17
Chocolate	.EO04
Clove	.EO18
Cranberry	.EO21
Hazelnut	.EO09
Lime	.EO10
Lipstick	.EO24
Mango	.EO22
Marlin	.EO25
Ocean Floor	.EO03
River Rock	.EO16
Sapphire	.EO20
Teal	.ED26

HN INFUSION CRYPTON**

Autumn	.HN62
Azure	.HN83
Lime	.HN72
Pool	.HN95

JO MOJO CRYPTON***

Cabana	.JO24
Plantain	.JO57
Poolside	.JO68

MI MARTINI VINYL

Carob	.MI06
Cliff	.MI05
Gull	.MI08
Haze	.MI10
Marine	.MI07
Shore	.MI12
Turmeric	.MI09

NC BALANCE BEAM CRYPTON***

Dusk	.NC95
Red Delicious	.NC97

NG MINGLE CRYPTON***

Bittersweet	.NG61
Denim	.NG60
Eggplant	.NG67
Glade	.NG63
Natural	.NG62

OL OLYMPUS VINYL

Admiral	.OL10
Oune	.OL04
Laurel	.OL13
Manuka	.OL12
Melon	.OL01
Savannah	.OL07
Shoya	.OL08

GRADE M5 — continued

RS BRISA* POLYURETHANE

Birch	.RS64
Black Onyx	.RS01
Caramel	.RS91
Deep Bronze	.RS37
Fog	.RS39
Garbanzo	.RS56
Indigo	.RS14
New Sand	.RS20
Olive	.RS02
Putty	.RS08
Salsa	.RS15
Shiitake	.RS22
Truffle	.RS12

VRY VARY

Cherry	.VRY010
Current	.VRY003
Flagstone	.VRY007
Inlay	.VRY011
Meadow	.VRY006
Topaz	.VRY009

YL IDYLL CRYPTON***

Harvest	YL45
Inland	YL56
Tidal	YL67

GRADE M6

CL CALLA

Golden Pond	.CL77
Grass	.CL80
Tiger	.CL75

CO COURTYARD CRYPTON**

Mineral	.CO09
Trellis	.CO07

CTH CARTOUCHE

Admiral	.CTH004
Horizon	.CTH003
Midnight	.CTH005

CTY CONTRARY

Carmine	.CTY007
Reveal	.CTY001

DA DART CRYPTON***

Beeswax	.DA06
Desert	.DA05
Heliotrope	.DA13
Woodland	.DA01

DTT DITTO

Fountain	.DTT010
Nacre	.DTT001
Saddle	.DTT003
Shadow	.DTT002
Spiced	.DTT005

GRADE M6 — continued

HE CHANCE CRYPTON***

Bamboo	.HE02
Bayou	.HE03
Bison	.HE06
Harvest	.HE01
Pencil	.HE05
Pond	.HE04
Slumber	.HE08

HI CHI with AGION

Indigo	.HI13
Sepia	.HI11

HZ HORIZONS

Jasper	HZ53
Palomino	HZ54

LO BLOCK PARTY CRYPTON***

Bittersweet	.LO71
Denim	.LO76
Glade	.LO70
Natural	.LO72
Surf	.LO73

LT FLORET CRYPTON***

Amaranth	.LT05
Arabica	.LT08
Cedar	.LT03
Offshore	.LT06

NW A NEW LEAF

Autumn	NW74
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OFF OFFSET

Coast	OFF003
Fieldstone	OFF002
Oasis	OFF005
Passage	OFF001
Spice	OFF006

RL ROLLING STONES

Beach	RL60
Pond	RL58

SN SUNBURST CRYPTON***

Dusk	.SN05
Granny Smith	.SN02
Peacock	.SN07

TAL TALLY

Bistro	TAL005
Khaki	TAL001

**To view Balance Beam, Block Party, Breeze, Chance, Courtyard, Dart, Floret, Idyll, Infusion, Mingle, Mojo, Redux, Scribe, Snuggle and Sunburst stain removal matrix, visit www.hon.com and view Balance Beam, Block Party, Breeze, Chance, Courtyard, Dart, Floret, Idyll, Infusion, Mingle, Mojo, Redux, Scribe, Snuggle and Sunburst fabrics under Surface Materials.

★ Icon Legend on page 11

Select Textiles

Select Textiles is the result of The HON Company's partnership with textile industry leaders CF Stinson, Maharam, Momentum and Ultrafabrics, LLC. The extensive collection of design-driven upholstery fabrics create a superior offering at a great value. Select Textiles significantly updates HON's offering, expanding it with fresh and exciting fabrics.

- Fabric Warranty: Select Textiles are covered by HON's Full Lifetime Warranty.
- Lead-times: Orders specified with Select Textiles will be acknowledged based on standard HON product lead times.
- Availability: HON will regularly introduce new Select Textiles and reserves the right to change the offering at any time.
- Fabric Samples: Select Textiles are carded jointly by HON and the supplier.
- Fabric Memo Samples: Please contact the supplier directly for memo samples:
 CF Stinson: (800) 841-6279
 Maharam: (800) 645-3943
 Momentum: (800) 366-6839
 Ultrafabrics: (877) 309-6648
- Find fabric designators and series availability on pages 482-483 and 506-507.

Smart Textiles

HON also offers its products in pre-approved fabrics from CF Stinson, Maharam, Momentum and Ultrafabrics, LLC. Simple to specify, these fabrics have been tested to HON's Tailored Fabrics (COM) criteria for manufacturing feasibility. Each Smart Textile has been given a HON fabric designator and grade to make the ordering process convenient. You select the fabric and HON delivers a hassle-free experience. For a complete listing, please visit HONSmartTextiles.com.

- Fabric Warranty: Smart Textiles are non-standard materials and are considered Tailored Fabrics (COM). Tailored Fabrics (COM) selected by and used at the request of a user are not warranted.
- Lead-times: Orders specified with Smart Textiles will be acknowledged based on the fabric supplier's delivery schedule.
- Availability: Maharam, Momentum, CF Stinson and Ultrafabrics reserve the right to discontinue patterns and colors from this program.
- Fabric Memo Samples: Please contact the supplier directly:
 CF Stinson: (800) 841-6279
 Maharam: (800) 645-3943
 Momentum: (800) 366-6839
 Ultrafabrics: (877) 309-6648

HON's Preferred Fabrics is a concise offering of popular panel and seating fabrics preselected from our standard offering. You can rely on these fabrics to be smart choices that are readily available, long-term, for time-sensitive projects. The patterns and colors align with current design trends and have broad application possibilities. A range of grades and price points is available. To order Preferred Fabrics, look for the star icon ★ on pages 291 and 472-475.

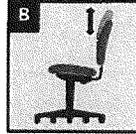
The diagrams below will help you identify those features that best suit your needs. Use the letter key as a cross-reference.

PROPORTIONAL ADJUSTMENTS

These controls adapt the dimensions of the chair to fit the user.



A. Pneumatic seat height adjustment — Regulates height of chair relative to floor



B. Back height adjustment — Positions lumbar support within a fixed range

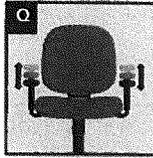


C. Seat depth adjustment — Positions chair back relative to seat

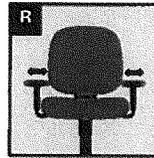


D. Seat glide mechanism — Seat cushion travels forward and back, then locks into position

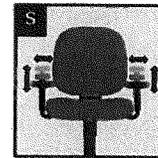
ARM OPTIONS



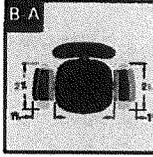
Q. Adjustable height arms — Provide improved upper-torso support. Can be adjusted periodically to relieve strain and provide variety.



R. Adjustable width arms (patented) — Quick-adjust design places arms close to body for keyboarding, or out to sides for ease of entry



S. Height and width adjustable arms — Controls both height and width of arms for optimum comfort



B-A. All-adjustable arms — Each arm adjusts 2 1/4" in height, 1 1/2" in width, 2 1/4" in depth

POSTURE CONTROLS

These controls modify the position and angle of seat and back to respond to changing tasks. (White dots indicate pivot points on F through J, N, X and A-C.)



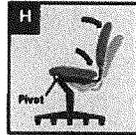
E. 360° Swivel



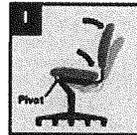
F. Tilt — Pivot point located directly above center of chair base.



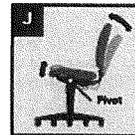
G. Mid-range knee tilt — Pivot point located slightly ahead of center of chair base. Allows user to recline at a slightly more relaxed angle than conventional tilt.



H. Knee tilt — Pivot point located near front edge of chair. Allows user to keep feet flat on floor while chair reclines.



I. Synchronized knee tilt — Back reclines at a 2-to-1 ratio to seat angle. Pivot point located near front edge of chair



J. Synchro-tilt — Back reclines at a 2-to-1 ratio to seat angle. Allows user to recline while keeping seat cushion relatively level to floor.



K. Tilt tension — Controls rate and ease of recline



L. Tilt lock — Locks out tilt function when chair is in upright position



M. Posture mechanism/lock — Back angle adjusts independently of seat, and can be locked in an infinite number of positions within a fixed range.



N. Multi-task control — Adjusts seat and back angles independently with a single lever (infinite locking within a fixed range)



O. Asynchronous control — High performance system with three levers to modify:

- Angle of back relative to seat
- Tilt (free float or infinite locking)
- Forward tilt



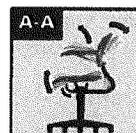
W. Integral lumbar support — Easily adjusts to enhance comfort (2 1/2" adjustment range)



X. Dual-clutch posture control — Adjusts seat and back angles independently with two levers (infinite locking within a fixed range).



Z. Inverse synchro-tilt — With automatic tension control opens torso for better circulation. "Zero lift" seat front helps keep feet on the floor when reclining. Tilt limiter controls range of motion.



A-A. Independent seat and back flex — Seat and back flex independently for automatic comfort



A-B. Passive Hip Pivot Motion — Seat remains stationary while back pivots.



A-C. Synchronized tilt — Back reclines at a 2.5-to-1 ratio to seat angle. Variable lock.



A-D. Side tilt tension — Controls rate and ease of recline. Conveniently located on the right side.



A-E. Back reclines at a 2 to 1 ratio to seat angle. Back angle adjusts independently of seat and can be locked in infinite number of positions within a fixed range.



► **NEW!** Polished Aluminum Arms and Base options.
 ► Ignition Series seating addresses the needs of the total office with Executive, Work, Task, Stool, Guest and Lounge Seating Solutions.

► Three different back sizes, three different functions and two arm types to fit you and how you work.
 ► Mesh back option available.
 ► See page 526 for arm packs.
 ► Chair is warranted for users up to 300 lbs.

► For additional HON to Supply COM fabric grade pricing (M7-M12), go to honorably.hon.com and click on the HON to Supply COM link.
 [E] For Fire Code model, availability and ordering method, refer to matrix on pages 479-481.

▲ **Must specify arms on all models as base model is armless.**
 ▲ **Leather option is available in Black SQL only.**



Model/Description	Depth	Width	Height	Ship Weight	Cube	COM	Price Code	List	Price Code	List
 HIWM1 E ▲ Work Mid-back, Pneumatic, Back Height Adjustment, Swivel, Tilt, Tilt Tension ♂ A, B, E, F, K, L	Upholstered Back			54 [E]	11.3	2.0	II \$ 421	M1	\$ 561	
	Mesh Back			48 [E]	11.3	1.0	III \$ 452	M2	\$ 588	
	Maximum	37	27½	46½			IV \$ 507	M3	\$ 615	
	Seat	18	20				V \$ 551	M4	\$ 650	
	Back		18½	22½-25			VI \$ 588	M5	\$ 678	
	Between Arms		17-19½				L \$ 623	M6	\$ 714	
Seat to Floor			17½-21½							
Usable Seat Depth	17½									

 HIWM2 E ▲ Work Mid-back, Pneumatic, Back Height Adjustment, Synchro-tilt, Tilt Tension, Seat Glide ♂ A, B, D, E, J, A-D, L	Upholstered Back			58 [E]	11.3	2.0	II \$ 472	M1	\$ 629	
	Mesh Back			52 [E]	11.3	1.0	III \$ 507	M2	\$ 659	
	Maximum	39½	27½	46			IV \$ 569	M3	\$ 689	
	Seat	17-19	20				V \$ 618	M4	\$ 730	
	Back		18½	22½-25½			VI \$ 659	M5	\$ 761	
	Between Arms		17-19½				L \$ 678	M6	\$ 802	
Seat to Floor			17½-22							
Usable Seat Depth	16½-18½									

 HIWM3 E ▲ Work Mid-back, Pneumatic, Back Height Adjustment, Synchro-tilt, Back Angle Adjustment, Tilt Tension, Seat Glide ♂ A, B, D, E, J, A-D, A-E, L	Upholstered Back			63 [E]	11.3	2.0	II \$ 492	M1	\$ 656	
	Mesh Back			58 [E]	11.3	1.0	III \$ 529	M2	\$ 687	
	Maximum	42½	27½	48½			IV \$ 593	M3	\$ 720	
	Seat	17-19	20				V \$ 646	M4	\$ 762	
	Back		18½	23-26			VI \$ 687	M5	\$ 793	
	Between Arms		17-19½				L \$ 700	M6	\$ 836	
Seat to Floor			17½-22							
Usable Seat Depth	15½-17½									

How to specify

Select Model Number from above	1st Option Select Arm Type	2nd Option Select Caster/Glide	3rd Option Select Back Type	4th Option Select Upholstery	5th Option Select Frame	6th Option Select Base
	F Fixed Arms (\$60 list price upcharge) A Height and Width Adjustable Arms (\$60 list price upcharge) D Height, Width, Depth Adjustable Arm NEW! (\$70 upcharge) N Armless P Fixed Polished Aluminum Arm NEW! (\$110 list price upcharge)	H Hard Caster (no upcharge) S Soft Caster (no upcharge)	U Upholstered M Mesh (\$70 upcharge)	See pages 506-507	T Back	SB Standard Black PA Polished Aluminum NEW! (\$100 list price upcharge)
H I W M 1	F	H	M	A B 1 0	T	S B

Icon Legend on page 11

index accessories education tables seating storage & files workstations desks

High Density Olson Stacker™ — 4040 Series

GSA SIN 711-19



- ▶ **NEW! Shell colors available March 5, 2012. For discontinuation of existing colors and recommended replacements, see below.**
- ▶ Polymer seat and back shell
- ▶ 7/16" solid steel rod frame
- ▶ Back features designed-in lumbar support.
- ▶ Cart holds 40 stack chairs (6'-8"'), some assembly required. (Chairs stack 12 high without cart)
- ▶ Chair is warranted for users up to 300 lbs.

- ▶ Optional ganging and non-ganging glides available — see below.
- ▶ For Fire Code model, availability and ordering method, refer to matrix on pages 479-481.

- ▶ Model 4041 available in chrome plated finish **ONLY**.
- ▶ Lava is the **ONLY** shell color available in Fire Code.
- ▶ Shipped fully assembled — 4 chairs per carton.

▶ CA Technical Bulletin 133 compliant shells available in 11-Lava only, ordering instructions below. Replacement for 11-Lava is LA-Lava.



Model/Description	Depth	Width	Height	Ship Weight	Cube	Per Carton List
H4041 Polymer Seat and Back, 7/16" Steel Rod Frame, Chrome Legs	Maximum	21 5/8"	19 1/8"	57	10.6	\$ 554 (reference single unit @ \$138.50)
	Seat	18 1/4"	17 3/4"			
	Back		17 1/2"			
	Seat to Floor			16 1/4"		
	Usable Seat Depth	17"				
4040 Series Seating is ordered and shipped four (4) chairs per carton. Pricing shown is per carton. Each set of four (one carton), must have the same shell color. Ordering 2 of Model H4041 will result in 2 cartons being shipped, giving you 8 chairs.						

H4043 Cart for Stacking Chairs	Maximum	35 1/2"	21 3/8"	37"	34	7.8	\$ 386
	NOTES: Holds 40 Stack Chairs. ▶ Specify Black paint (T) ONLY .						

H4048 Ganging Chair Glides (Box of 48) For use on models H4041, HG51 and HG52				1	0.04		\$ 101

H4049 Non-ganging Chair Glides (Box of 48) For use on models H4041, HFLEX01, HFLEX02, HG51, HG52, HG53 and HG54				1	0.04		\$ 78

With the March 5 discontinuation of existing shell colors and the launch of the new colors, please use the chart below for recommended shell color replacements:

EXISTING	REPLACEMENT
83 Blue Violet	BU Surf
41 Cherry	CR Cherry
65 Garnet	MB Mulberry
11 Lava	LA Lava
91 Navy	RE Regatta
40 Red	CR Cherry
16 Silver Grey	PT Platinum
29 Taupe	SD Shadow

How to specify

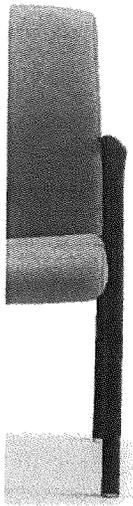
Select Model Number from above	1st Option Select Shell Color	2nd Option Select Frame
H 4 0 4 1	83 Blue Violet 41 Cherry 65 Garnet 11 Lava 91 Navy 40 Red 16 Silver Grey 29 Taupe R G 	Y Chrome
	NEW! Shell Colors 3/5/2012 RG Tangoio LO Loft CR Cherry PT Platinum LM Lime SD Shadow CP Calypso LA Lava BU Surf ON Onyx RE Regatta WT White MB Mulberry	
H 4 0 4 1 F C	L A	Y

Fire Code Option. For CA Technical Bulletin 133 compliant shells, color limited to 11-Lava . Add Suffix: FC to model number as shown below. Note \$30 upcharge per seat.

index accessories education tables seating steel storage & files workstations desking

HON

Seating
Ignition Seating Line



One seating line for everything

Executive, conference, work, and task chairs. Task stools. Guest and lounge seating. Address the seating needs of your total office with one stylish, affordable seating platform that's easy to add to as your business grows. That's the beauty of Ignition. It fits who you are, it fits how you work, and it fits where you work - today and tomorrow.

EXECUTIVE



CONFERENCE



WORK



TASK



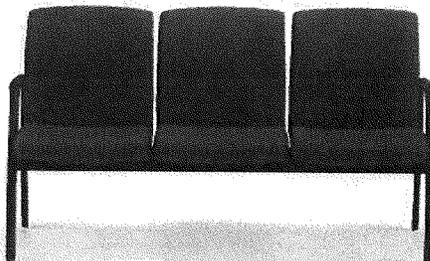
STOOL



GUEST



LOUNGE



A FITTING CHOICE

Ignition fits every body type from the 5th to the 95th percentile. With easy-to-locate and simple-to-use adjustments, Ignition delivers personalized support for everyone in the office.

A COMPLETE SOLUTION

Whether people are working alone or collaborating, presenting or listening, just visiting or staying late, they need a chair to support them. The Ignition seating platform makes it easy to match the right chair to the job at hand.

A COORDINATED LOOK

The look of your space makes a statement about your business. Ignition's wide-ranging upholstery palette reinforces the personality of your business, from edgy and fun to strong and dependable.

A COMFORTING PROMISE

The HON Company's Limited Lifetime Warranty covers every chair in the Ignition seating platform. Each is warranted to support users weighing up to 300 lbs. (the industry standard is 250 lbs.) and working a 40-hour week. HON promises to repair or replace any HON product or component that is defective in material or workmanship for as long as the original purchaser owns it. This includes pneumatic cylinders on office chairs. Visit www.hon.com for limitations, exclusions, and other provisions.

BACK OPTIONS

High (Executive, Work, Task)
Mid (Conference, Work, Task)
Low (Work, Task, Stool)

ARM OPTIONS

Height- and width-adjustable T-arms
Fixed C-arms in Black and Polished Aluminum
Swivel/tilt models can be specified without arms.

CONTROL OPTIONS

Swivel/tilt (Executive, Conference, Task)
For light to moderate periods of use

Synchro-tilt (Executive, Conference, Work)
For moderate to extended periods of use

Synchro with back angle (Work, Task)
For extended periods of use and maximum adjustability.

HON.

The HON Company
300 Oak Street
Muscatine, IA 52761
800.833.3964
hon.com

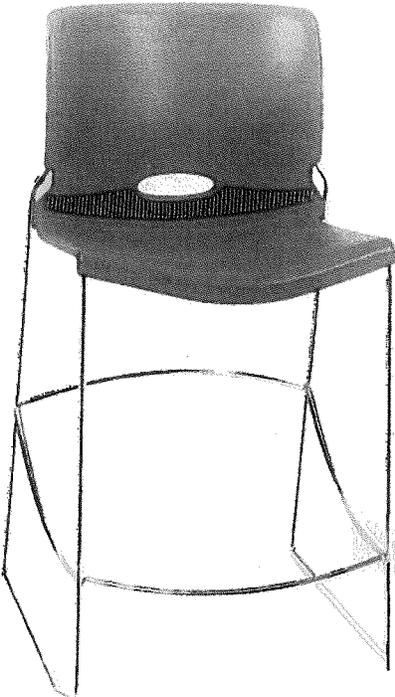


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Olson Designs



HON

Getting comfortable with the concept.

The scroll-like form of the Olson design evolved through careful ergonomic research. The HON design team created over 30 different possible solutions. Individuals of differing body types were invited to test each new generation to ensure that every contour would provide optimum support for the back and lower body.



4043 stacking chair cart with 4041 in 65 Garnet (stack up to 40 chairs on cart). NOTE: stools do not stack.



4041 Stacking chair



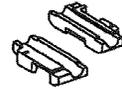
4045 24" counter height stool w/foot rest (non-stacking)



4047 30" counter height stool w/foot rest (non-stacking)

Features

Polymer seat and back	■
7/16" solid steel rod frame	■
Built-in lumbar support	■
Built-in carrying handle	■
Louvered back detail	■
Gangs together with optional ganging glides	■
Stacks on floor	12 high
Stacks on optional cart (black finish)	40 high



4048 Stacking chair ganging glides



4043 Stacking chair cart (for use with 4041 stacking chair only. Stools do not stack.)

Front cover: 4041 in 40 Red, 4045 in 83 Blue Violet

The Olson Stacker and Olson Stools meet or exceed ANSI/BIFMA and ISTA performance standards for business and institutional furniture, and are backed by the HON Limited Lifetime Warranty.

HON

Define your space™

www.hon.com

SPECIFICATIONS ERGONOMIC OFFICE SEATING

1. GENERAL INFORMATION

- 1.1 The City of Lincoln, Lancaster County and the Lincoln/Lancaster County Public Building Commission (hereinafter referred to as Owners) are issuing this Request For Proposal for the purpose of identifying Vendors to provide affordable, safe and ergonomically correct seating.
- 1.2 Office chairs from the following manufacturers are currently being purchased by the Owners for the various departments and agencies: **Cramer, Haworth, Herman Miller, ADI and Steelcase**
 - 1.2.1 The Owners do not have a preference for the brands of chairs to be purchased as long as they meet or exceed the requirements of these specifications.
 - 1.2.1.1 All chairs proposed by the Vendors must be presented and shown to a selection committee during an interview process conducted at the City/County Purchasing office.
 - 1.2.2 Only the newest models of chairs offered by manufacturers can be presented and provided by Vendors under a contract award.
- 1.3 All firms who are factory-authorized distributors for these manufacturers are hereby requested to submit price proposals.
 - 1.3.1 The Owners welcome pricing from other competitive bidding efforts such as, WSCA, Corporate Express, US Communities, State of Nebraska, etc.
 - 1.3.2 Any pricing resulting from competitive bidding efforts of others should be clearly marked using the contract number or reference and the entity holding the contract identified.
 - 1.3.2.1 A copy of the contract shall be attached to the written response.
- 1.4 **Vendors must submit an electronic response on the City/County Purchasing Ebid System AND a written response which will be received in the City of Lincoln/Lancaster County Purchasing Office prior to the date and time listed in the Ebid header.**
 - 1.4.1 Proposals received after the specified day and hour will not be accepted.
 - 1.4.2 One (1) original and Six (6) copies of the written proposal shall be submitted to the attention of Robert Walla, Assistant Purchasing Agent for the City of Lincoln/Lancaster County.
 - 1.4.3 Written Response must be delivered/sent to:
City/County Purchasing
Robert Walla
Office Seating
440 So. 8th Street
Lincoln, NE 68508
- 1.5 All inquiries regarding these specifications shall be directed via e-mail or faxed request to Bob Walla, Asst. Purchasing Agent (rwalla@lincoln.ne.gov) Or Fax:(402)441-6513.
 - 1.5.1 These inquiries and/or responses shall be distributed to prospective Vendors electronically as an addenda.
 - 1.5.2 The Owners shall only reply to written inquiries received within five (5) calendar days of bid opening.
 - 1.5.3 Any communication with City, County or PBC staff, other than the Purchasing Dept, is prohibited and may result in the rejection of bid.
- 1.6 The term of the agreement shall be four (4) years from date of execution by all parties with the option to renew for one (1) additional four (4) year term upon mutual consent by all parties.
 - 1.6.1 Vendors shall update their chair offerings during the contract term as new models are made available by the manufacturers.
 - 1.6.1.1 Updated chairs must have similar warranty and pricing.

2. PRICING

- 2.1 The Owners request pricing for the full line of seating offered by the Vendor, including dedicated task, multi-task, managerial, side, lobby, conference room and stacking chairs.
- 2.2 Indicate on the written response the following information for each chair being proposed:
 - 2.2.1 Seating manufacturer
 - 2.2.2 Warranty Information for all parts
 - 2.2.3 The manufacturer's price list to be used as the basis of pricing for the initial term of agreement.
 - 2.2.4 The discount schedule to be applied against the manufacturer's price list, clearly indicating any applicable quantity price break discounts.
 - 2.2.4.1 If separate discount structures apply to different series of seating within the manufacturer's line, attach a separate sheet in your written response that clearly identifies the applicable series and discount structures.
- 2.3 In the event that prevailing market conditions warrant an adjustment in bid prices contained in the contract, the following procedure must be followed:
 - 2.3.1. Vendor shall give written notice to the Purchasing Agent of any proposed changes from contract prices not less than thirty (30) calendar days prior to the effective date of said price changes.
 - 2.3.2. Such notice must be accompanied by a copy of the Supplier's advisory or notification to the Vendor of price changes.
 - 2.3.3. No price escalation will be authorized in excess of the amount of the increase referred to on the Supplier's notice.
 - 2.3.4. Purchasing shall issue a contract Amendment with revised pricing upon receipt and approval which will be executed by both parties for the remaining term of the contract.
 - 2.3.5. The approved price change shall be honored for all orders received by the Vendor after the effective date of such price change.
 - 2.3.6. Approved price changes are not applicable to orders already issued and in process at time of price change.
 - 2.3.7. Purchasing reserves the right to audit and/or examine any pertinent books, documents, papers, records or invoices relating directly to the contract transaction in question after reasonable notice and during normal business hours.
 - 2.3.8. The Purchasing Agent retains the right to determine whether or not such proposed price changes are in the best interests of the City/County.
 - 2.3.9. If in the opinion of the Purchasing Agent any proposed increase is found unacceptable, the Purchasing Agent reserves the right to cancel the contract upon thirty (30) calendar days written notice.
 - 2.3.10. Vendors must tie any price change clause to an industry-wide or otherwise nationally recognized index, or some other form of verifiable document.
 - 2.3.11 **No price increase will be allowed the first two years of the initial contract period.**
- 2.4 Vendors are encouraged to propose various seating options that are at various price points which are ergonomic with sufficient warranties.
- 2.5 The Owners currently purchase approximately 70-90 task chairs per year and 50-70 side chairs per year.
 - 2.5.1 This amount is variable based on departmental needs and no quantities are guaranteed for awarded Vendors.

3. ORDERING

- 3.1 The Vendor representative responsible for the administration of this agreement shall individually assist the various departments and agencies in placing orders, including sizing the chair to the individual, selecting appropriate chair features, fabric selection and quoting final contract pricing.
- 3.2 Orders will be placed on an as-needed basis with no minimum or maximum order quantity implied or promised.

4. TRADE-IN ALLOWANCE

- 4.1 In order to reduce the amount of surplus property managed by the Purchasing Division, and to provide a means of disposing of surplus and obsolete stock, the Owners request that Vendors offer trade-in allowances for surplus office seating replaced by new seating purchased from the Vendor (even if it is nominal, such as hauling it away free of charge).
 - 4.1.1 The terms and conditions of such trade-in allowances shall include the following terms:
 - 4.1.1.1 Trade-ins are offered on an as-is, where-is basis; and no warranties whether expressed or implied are intended regarding the condition of the seating or fitness of the seating for specific applications.
 - 4.1.1.2 Vendor is responsible for all transportation away from Owners premises.
 - 4.1.1.3 To every extent possible, Vendor agrees to dispose of any trade-ins received by re-use seating or component recycling of seating parts that will divert materials from the Sanitary Landfill.
 - 4.1.2 Vendors shall indicate in their written response their willingness to accept such trade-ins, trade-in allowances, and any additional terms associated with such trade-ins.

5. WARRANTIES

- 5.1 Include in your written response a full and complete statement of applicable warranty terms and conditions.
- 5.2 Your proposal shall explain full details of the warranty components, including but not limited to:
 - 5.2.1 Frame/structural components
 - 5.2.2 Fabrics/upholstery
 - 5.2.3 Pneumatic cylinder/casters
 - 5.2.4 Normal use warranty
 - 5.2.5 24 x 7 Shift warranty
 - 5.2.6 Maximum weight capacity (as advertised and/or certified)

6. DELIVERY

- 6.1 Vendor shall indicate any delivery and assembly charges to locations throughout the City of Lincoln.
- 6.2 Assemble and inspect chairs for compliance with order specifications.
- 6.3 Deliver chair direct to the ordering individual.
- 6.4 Once chairs are ordered and delivered, and upon request, the Vendor representative shall make arrangement to demonstrate the selected chair features and to assist the customer in adjusting the chair to maximize comfort and support in their individual work space.
 - 6.4.1 Review adjustment features, proper seating posture, and normal maintenance/care procedures with individual.

7. MAINTENANCE REQUIREMENTS

- 7.1 Vendor shall perform all administration of warranty claims.
- 7.2 Vendor shall provide factory-trained personnel for field repairs.
- 7.3 Provide similar loaner chair if in-shop repairs are required.
- 7.4 Vendor shall reply to all chair complaints within 24 hours of call from customer.
 - 7.4.1 Service work or replacement must be completed within 24 hours of response from Vendor.

8. DEMONSTRATOR CHAIRS

- 8.1 Vendor must provide demonstrator chairs of the exact brand and model of chair being awarded, which will be assigned to, and located in, the City/County Purchasing Division during the duration of the contract, including all features and adjustments as those being bid.
- 8.2 Each chair shall have a plastic sleeve with the chair name, color, features, price and fabric selection chart to assist in the ordering process of selected chairs.
- 8.3 A catalog and fabric chart for every chair selected will be provided to the Purchasing office in addition to the plastic sleeve.
 - 8.3.1 Company representative shall assist in conducting periodic office ergonomics seminars sponsored by City/County Safety and Training personnel as requested.

- 8.3.2 All firms selected and offered final contracts will be asked to participate in a vendor fair at the City/County Building on Wednesday October 24, 2012 from 11am to 1pm to introduce the new seating.
- 8.3.2.1 The vendor fair will be structured as an open house where all City/County/PBC employees are invited to attend on a specific day (or half day) to meet the new Contractors and see demonstrations of the new seating.

9. EVALUATION CRITERIA AND AWARD

- 9.1 Contract awards will be made to the most responsive Vendor whose proposal complies with all the requirements of this Request for Proposal and any addenda, except for such minor defects as may be waived by the Owners.
- 9.2 Evaluation criteria will include, but not be limited to:
 - 9.2.1 Pricing structure
 - 9.2.2 Warranty terms and conditions
 - 9.2.3 Comfort and fit of the chairs
 - 9.2.4 Depth and variety in the chair line, including special needs (i.e., big/tall, large weight, small, etc.)
 - 9.2.5 Vendor services
 - 9.2.6 Repair services
 - 9.2.7 Ergonomics and Safety Features
 - 9.2.8 Comfort and Adjustability of chairs
 - 9.2.9 Any additional Vendor services, manufacturer's warranties, etc. offered by the Vendor to the benefit of the Owners.

10. SUBMITTAL REQUIREMENTS

- 10.1 Submit one (1) original and six (6) copies of your Written Proposal prior to the day and time listed on the bid information.
 - 10.1.1 **You must also complete the electronic portion of this proposal on the E-bid System.**
 - 10.1.1.1 The electronic response of this proposal will include information such as addendums, term agreement and acknowledgment of requirements.
 - 10.1.1.2 Electronic response will be printed and made a part of proposal.
- 10.2 The following documents must be included in each written proposal package:
 - 10.2.1 The Proposal information.
 - 10.2.2 Any attachments to the Proposal Form required by this Request for Proposal (detailed discount structure, additional services).
 - 10.2.3 Complete statement of warranty terms and conditions including labor & materials
 - 10.2.4 A complete explanation of all exceptions to this Request for Proposal, detailed on company letterhead.
 - 10.2.5 Manufacturer's Price List to be used as basis of pricing for initial term of Agreement.
 - 10.2.5.1 Chair specifications, if not included in Manufacturer's Price List.
 - 10.2.6 Chart of available fabric selections and corresponding ordering codes.
 - 10.2.7 Catalogs from manufacturer for office seating being proposed.
 - 10.2.8 At least (2) two references where the chairs being offered are currently in use.