

STATE OF MICHIGAN
DEPARTMENT OF MANAGEMENT AND BUDGET
PURCHASING OPERATIONS
P.O. BOX 30026, LANSING, MI 48909
OR
530 W. ALLEGAN, LANSING, MI 48933

February 12, 2009

CHANGE NOTICE NO. 20
TO
CONTRACT NO. 071B1001708
between
THE STATE OF MICHIGAN
And

Cell: (517) 719-6172

NAME & ADDRESS OF VENDOR Haworth, Inc. One Haworth Center Holland, MI 49423 Phil.Todd@Haworth.com HodgesR2@michigan.gov	TELEPHONE Rhonda Hodges (517) 241-2388
	VENDOR NUMBER/MAIL CODE
	BUYER/CA (517) 373-1455 Laurie Gyorkos
Contract Compliance Inspector: Laurie Gyorkos Comprehensive Ergonomic & General Office Seating Contract - Statewide	
CONTRACT PERIOD: From: August 7, 2001 To: June 30, 2009	
TERMS Net 30	SHIPMENT Within 45 Days ARO
F.O.B. Delivered	SHIPPED FROM Allegan, MI
MINIMUM DELIVERY REQUIREMENTS One (1) Chair	

THIS CONTRACT IS EXTENDED TO LOCAL UNITS OF GOVERNMENT.

NATURE OF CHANGE (S):

1. Effective immediately, this Contract has been EXTENDED three (3) months through June 30, 2009 and INCREASED \$800,00.00.

All other terms, conditions, specifications and pricing remain unchanged.

AUTHORITY/REASON:

Per DMB/Purchasing Operations and State Administrative Board approval on February 10, 2009.

TOTAL REVISED ESTIMATED CONTRACT VALUE: \$7,650,000.00

STATE OF MICHIGAN
DEPARTMENT OF MANAGEMENT AND BUDGET
PURCHASING OPERATIONS
P.O. BOX 30026, LANSING, MI 48909
OR
530 W. ALLEGAN, LANSING, MI 48933

October 2, 2008

CHANGE NOTICE NO. 19
TO
CONTRACT NO. 071B1001708
between
THE STATE OF MICHIGAN
And

Cell: (517) 719-6172

NAME & ADDRESS OF VENDOR Haworth, Inc. One Haworth Center Holland, MI 49423 Phil.Todd@Haworth.com HodgesR2@michigan.gov	TELEPHONE Rhonda Hodges (517) 241-2388
	VENDOR NUMBER/MAIL CODE
	BUYER/CA (517) 373-1455 Laurie Gyorkos
Contract Compliance Inspector: Laurie Gyorkos Comprehensive Ergonomic & General Office Seating Contract - Statewide	
CONTRACT PERIOD: From: August 7, 2001 To: March 31, 2009	
TERMS Net 30	SHIPMENT Within 45 Days ARO
F.O.B. Delivered	SHIPPED FROM Allegan, MI
MINIMUM DELIVERY REQUIREMENTS One (1) Chair	

THIS CONTRACT IS EXTENDED TO LOCAL UNITS OF GOVERNMENT.

NATURE OF CHANGE (S):

1. Effective immediately, this Contract has been EXTENDED through March 31, 2009

All other terms, conditions, specifications and pricing remain unchanged.

AUTHORITY/REASON:

Per DMB/Purchasing Operations and State Administrative Board approval on September 30, 2008.

TOTAL ESTIMATED CONTRACT VALUE REMAINS: \$6,850,000.00

STATE OF MICHIGAN
DEPARTMENT OF MANAGEMENT AND BUDGET
PURCHASING OPERATIONS
P.O. BOX 30026, LANSING, MI 48909
OR
530 W. ALLEGAN, LANSING, MI 48933

September 2, 2008

CHANGE NOTICE NO. **18 (REVISED)**
TO
CONTRACT NO. **071B1001708**
between
THE STATE OF MICHIGAN
And

Cell: (517) 719-6172

NAME & ADDRESS OF VENDOR Haworth, Inc. One Haworth Center Holland, MI 49423 Phil.Todd@Haworth.com HodgesR2@michigan.gov	TELEPHONE Rhonda Hodges (517) 241-2388
	VENDOR NUMBER/MAIL CODE
	BUYER/CA (517) 373-1455 Laurie Gyorkos
Contract Compliance Inspector: Laurie Gyorkos Comprehensive Ergonomic & General Office Seating Contract - Statewide	
CONTRACT PERIOD: From: August 7, 2001 To: September 30, 2008	
TERMS Net 30	SHIPMENT Within 45 Days ARO
F.O.B. Delivered	SHIPPED FROM Allegan, MI
MINIMUM DELIVERY REQUIREMENTS One (1) Chair	

THIS CONTRACT IS EXTENDED TO LOCAL UNITS OF GOVERNMENT.

NATURE OF CHANGE (S):

- 1. An additional \$250,000 has been added to the contract value.**

All other terms, conditions, specifications and pricing remain unchanged.

AUTHORITY/REASON:

Per DMB/Purchasing Operations.

TOTAL REVISED ESTIMATED CONTRACT VALUE: \$6,850,000.00

STATE OF MICHIGAN
 DEPARTMENT OF MANAGEMENT AND BUDGET
 PURCHASING OPERATIONS
 P.O. BOX 30026, LANSING, MI 48909
 OR
 530 W. ALLEGAN, LANSING, MI 48933

August 27, 2008

CHANGE NOTICE NO. 18
TO
CONTRACT NO. 071B1001708
between
THE STATE OF MICHIGAN
And

Cell: (517) 719-6172

NAME & ADDRESS OF VENDOR Haworth, Inc. One Haworth Center Holland, MI 49423 Phil.Todd@Haworth.com HodgesR2@michigan.gov	TELEPHONE Rhonda Hodges (517) 241-2388
	VENDOR NUMBER/MAIL CODE
	BUYER/CA (517) 373-1455 Laurie Gyorkos
Contract Compliance Inspector: Laurie Gyorkos Comprehensive Ergonomic & General Office Seating Contract - Statewide	
CONTRACT PERIOD: From: August 7, 2001 To: March 31, 2009	
TERMS Net 30	SHIPMENT Within 45 Days ARO
F.O.B. Delivered	SHIPPED FROM Allegan, MI
MINIMUM DELIVERY REQUIREMENTS One (1) Chair	

THIS CONTRACT IS EXTENDED TO LOCAL UNITS OF GOVERNMENT.

NATURE OF CHANGE (S):

2. This Contract is hereby **EXTENDED** to **March 31, 2009**.
3. The price list in effect has been changed to the **2005 price list**.
4. The service rates related to this contract have been increased by 10%.
Please refer the attached list for revised rates.
5. An additional \$250,000 has been added to the contract value.

All other terms, conditions, specifications and pricing remain unchanged.

AUTHORITY/REASON:

Per e-mail correspondence dated 7/15/08 and 7/17/08 from vendor contacts (Phil Todd and Rhonda Hodges) and DMB/Purchasing Operations.

TOTAL REVISED ESTIMATED CONTRACT VALUE: \$6,850,000.00

Adjusted Rates for Seating Services

Quantity Ordered (Total Number of Chairs)	ZONE 1 Installation Charge (Per Chair)	ZONE 2 Installation Charge (Per Chair)
1 to 10	\$35.00	\$50.00
11 to 25	\$29.00	\$38.00
26 to 50	\$20.00	\$25.00
51 to 100	\$18.00	\$21.00
101+	\$14.00	\$17.00

Delivery, Set-Up & Fitting	
1 to 10 Chairs	\$55.00
11 to 25 Chairs	\$49.00
26 to 50 Chairs	\$44.00
51 to 100 Chairs	\$39.00
101+ Chairs	\$33.00

STATE OF MICHIGAN
 DEPARTMENT OF MANAGEMENT AND BUDGET
 PURCHASING OPERATIONS
 P.O. BOX 30026, LANSING, MI 48909
 OR
 530 W. ALLEGAN, LANSING, MI 48933

September 27, 2007

CHANGE NOTICE NO. 17
 TO
 CONTRACT NO. 071B1001708
 between
 THE STATE OF MICHIGAN
 and

NAME & ADDRESS OF VENDOR Haworth, Inc. One Haworth Center Holland, MI 49423 Phil.Todd@Haworth.com HodgesR2@michigan.gov	TELEPHONE Rhonda Hodges (517) 241-2388
	VENDOR NUMBER/MAIL CODE
	BUYER/CA (517) 373-1455 Laurie Gyorkos
Contract Compliance Inspector: Laurie Gyorkos Comprehensive Ergonomic & General Office Seating Contract - Statewide	
CONTRACT PERIOD: From: August 7, 2001 To: September 30, 2008	
TERMS Net 30	SHIPMENT Within 45 Days ARO
F.O.B. Delivered	SHIPPED FROM Allegan, MI
MINIMUM DELIVERY REQUIREMENTS One (1) Chair	

THIS CONTRACT IS EXTENDED TO LOCAL UNITS OF GOVERNMENT.

NATURE OF CHANGE (S):

Effective immediately this Contract is hereby EXTENDED to September 30, 2008.

All other terms, conditions, specifications and pricing remain unchanged.

AUTHORITY/REASON:

Per agency contact (Phil Todd) and DMB/Purchasing Operations.

TOTAL ESTIMATED CONTRACT VALUE REMAINS: \$6,600,000.00

STATE OF MICHIGAN
DEPARTMENT OF MANAGEMENT AND BUDGET
PURCHASING OPERATIONS
 P.O. BOX 30026, LANSING, MI 48909
 OR
 530 W. ALLEGAN, LANSING, MI 48933

March 30, 2007

CHANGE NOTICE NO. 16
TO
CONTRACT NO. 071B1001708
between
THE STATE OF MICHIGAN
and

NAME & ADDRESS OF VENDOR Haworth, Inc. One Haworth Center Holland, MI 49423 Phil.Todd@Haworth.com HodgesR2@michigan.gov		TELEPHONE Rhonda Hodges (517) 241-2388
		VENDOR NUMBER/MAIL CODE
		BUYER/CA (517) 373-1455 Laurie Gyorkos
Contract Compliance Inspector: Laurie Gyorkos Comprehensive Ergonomic & General Office Seating Contract - Statewide		
CONTRACT PERIOD: From: August 7, 2001 To: September 30, 2007		
TERMS Net 30	SHIPMENT Within 45 Days ARO	
F.O.B. Delivered	SHIPPED FROM Allegan, MI	
MINIMUM DELIVERY REQUIREMENTS One (1) Chair		

THIS CONTRACT IS EXTENDED TO LOCAL UNITS OF GOVERNMENT.

NATURE OF CHANGE (S):

Effective immediately this Contract is hereby EXTENDED to September 30, 2007.

All other terms, conditions, specifications and pricing remain unchanged.

AUTHORITY/REASON:

Per agency contact (Phil Todd) and DMB/Purchasing Operations.

TOTAL REVISED ESTIMATED CONTRACT VALUE: \$6,600,000.00

**STATE OF MICHIGAN
 DEPARTMENT OF MANAGEMENT AND BUDGET
 PURCHASING OPERATIONS
 P.O. BOX 30026, LANSING, MI 48909
 OR
 530 W. ALLEGAN, LANSING, MI 48933**

January 14, 2007

**CHANGE NOTICE NO. 15
 TO
 CONTRACT NO. 071B1001708
 between
 THE STATE OF MICHIGAN
 and**

NAME & ADDRESS OF VENDOR Haworth, Inc. One Haworth Center Holland, MI 49423	TELEPHONE Rhonda Hodges (517) 241-2388
	VENDOR NUMBER/MAIL CODE
	BUYER/CA (517) 373-1455 Laurie Gyorkos
Phil.Todd@Haworth.com HodgesR2@michigan.gov	
Contract Compliance Inspector: Laurie Gyorkos Comprehensive Ergonomic & General Office Seating Contract - Statewide	
CONTRACT PERIOD: From: August 7, 2001 To: May 31, 2007	
TERMS <p style="text-align: center;">Net 30</p>	SHIPMENT <p style="text-align: center;">Within 45 Days ARO</p>
F.O.B. <p style="text-align: center;">Delivered</p>	SHIPPED FROM <p style="text-align: center;">Allegan, MI</p>
MINIMUM DELIVERY REQUIREMENTS <p style="text-align: center;">One (1) Chair</p>	

THIS CONTRACT IS EXTENDED TO LOCAL UNITS OF GOVERNMENT.

NATURE OF CHANGE (S):

Effective immediately this Contract is hereby INCREASED by \$250,000.00.

All other terms, conditions, specifications and pricing remain unchanged.

AUTHORITY/REASON:

Per agency request (AS-1 dated December 14, 2006) and Administrative Board approval on January 16, 2007.

INCREASE: \$250,000.00

TOTAL REVISED ESTIMATED CONTRACT VALUE: \$6,600,000.00

STATE OF MICHIGAN
DEPARTMENT OF MANAGEMENT AND BUDGET
PURCHASING OPERATIONS
 P.O. BOX 30026, LANSING, MI 48909
 OR
 530 W. ALLEGAN, LANSING, MI 48933

December 18, 2006

CHANGE NOTICE NO. 14
TO
CONTRACT NO. 071B1001708
between
THE STATE OF MICHIGAN
and

NAME & ADDRESS OF VENDOR Haworth, Inc. One Haworth Center Holland, MI 49423 Phil.Todd@Haworth.com HodgesR2@michigan.gov		TELEPHONE Rhonda Hodges (517) 241-2388
		VENDOR NUMBER/MAIL CODE
		BUYER/CA (517) 373-1455 Laurie Gyorkos
Contract Compliance Inspector: Laurie Gyorkos Comprehensive Ergonomic & General Office Seating Contract - Statewide		
CONTRACT PERIOD: From: August 7, 2001 To: May 31, 2007		
TERMS <p style="text-align: center;">Net 30</p>	SHIPMENT <p style="text-align: center;">Within 45 Days ARO</p>	
F.O.B. <p style="text-align: center;">Delivered</p>	SHIPPED FROM <p style="text-align: center;">Allegan, MI</p>	
MINIMUM DELIVERY REQUIREMENTS <p style="text-align: center;">One (1) Chair</p>		

THIS CONTRACT IS EXTENDED TO LOCAL UNITS OF GOVERNMENT.

NATURE OF CHANGE (S):

Effective January 1, 2007, discounts will be taken off the 2003 price list. Discounts will remain the same and are reflected on the attached sheet. The 2003 price list is a 7.00% increase over the current 2000 price list. In addition this contract has been extended through May 31, 2007.

All other terms, conditions, specifications and pricing remain unchanged.

AUTHORITY/REASON:

Per Vendor contact (Rhonda Hodges) dated December 7, 2006 and DMB/Purchasing Operations.

TOTAL ESTIMATED CONTRACT VALUE REMAINS: \$6,350,000.00

State Of Michigan Seating Contract 071B1001708

Name	Discount	Image	Name	Discount	Image
Zody	61.5%		Monaco Executive	73.0%	
X99	61.5%		ToDo	50.0%	
Improv S.E.	73.0%		Tempo Lounge	58.0%	
Improv H.E.	73.0%		Improv Guest	73.0%	
Improv	73.0%		Zoey Chu	58.0%	
Accolade	73.0%		Accolade Stool	73.0%	
LOOK	68.2%		LOOK Guest	68.2%	

**STATE OF MICHIGAN
 DEPARTMENT OF MANAGEMENT AND BUDGET
 ACQUISITION SERVICES
 P.O. BOX 30026, LANSING, MI 48909
 OR
 530 W. ALLEGAN, LANSING, MI 48933**

April 27, 2006

**CHANGE NOTICE NO. 13
 TO
 CONTRACT NO. 071B1001708
 between
 THE STATE OF MICHIGAN
 and**

NAME & ADDRESS OF VENDOR Haworth, Inc. One Haworth Center Holland, MI 49423 Phil.Todd@Haworth.com HodgesR2@michigan.gov		TELEPHONE (517) 241-2388 Rhonda Hodges
		VENDOR NUMBER/MAIL CODE
		BUYER/CA (517) 373-1455 Laurie Gyorkos
Contract Compliance Inspector: Laurie Gyorkos Comprehensive Ergonomic & General Office Seating Contract - Statewide		
CONTRACT PERIOD:3 Years From: August 7, 2001 To: December 31, 2006		
TERMS Net 30	SHIPMENT Within 45 Days ARO	
F.O.B. Delivered	SHIPPED FROM Allegan, MI	
MINIMUM DELIVERY REQUIREMENTS One (1) Chair		

NATURE OF CHANGE (S):

Effective April 26,2006, the Zody line is added to this Contract at a 61.5% discount off list. Delivery charges shall be consistent with the Contract. See attached brochure for product information.

All other terms, conditions, specifications and pricing remain unchanged.

AUTHORITY/REASON:

Per Vendor contact (Rhonda Hodges) dated April 19, 2006 and DMB/Purchasing Operations.

TOTAL ESTIMATED CONTRACT VALUE REMAINS: \$6,350,000.00



Haworth incorporated many Design for Environment (DfE) strategies in the development of the Zody chair.

Cleaner Materials Certification

- *Zody is designed using the MBDC Cradle to Cradle protocol* with 150 chemicals and 80 materials analyzed for human and ecological health impact.
- Zody contains *no PVC*.
- *No Chrome* is used. Zody is available in polished aluminum
- Zody is *GREENGUARD certified* for low emissions.
- *At up to 51% recycled content*, Zody has one of the highest levels of recycled materials in its category.
- Multiple *environmentally favorable fabric options* are available, including Cocktail, an eco-intelligent polyester fabric from Victor and WUHL, and a 100% wool flannel from Pendleton.

Designed for Disassembly

- Zody is *up to 98% recyclable* at the end of useful life.
- Components are *identified with ISO recycling symbols* and material information to assist in the recycling effort.

Product Take-Back

- Haworth is *committed to taking back all Zody chairs* (per customer request) at the end of their life.

Renewable Power

- Zody is **assembled using renewable power**. Haworth has purchased Green-e certified American Wind™ Power credits to offset the energy consumed in manufacturing this product. This avoids emissions of 1.423.000 lbs. of CO₂ in the next 2 years which is equivalent to:
 - Not driving 1,533,493 miles in the average car.
 - Taking 124 cars off the road permanently.
 - Planting 194 acres of fully mature trees.

Manufacturing

- Zody is assembled in an ISO 14001 certified facility. Our Allegan facility was one of the first ISO 14001 certified manufacturing plants in the industry.
- The Allegan manufacturing **plant has been designated a Clean Corporate Citizen** by the Michigan Department of Environmental Quality for 2 years in a row.

**STATE OF MICHIGAN
 DEPARTMENT OF MANAGEMENT AND BUDGET
 ACQUISITION SERVICES
 P.O. BOX 30026, LANSING, MI 48909
 OR
 530 W. ALLEGAN, LANSING, MI 48933**

April 5, 2006

**CHANGE NOTICE NO. 12
 TO
 CONTRACT NO. 071B1001708
 between
 THE STATE OF MICHIGAN
 and**

NAME & ADDRESS OF VENDOR		TELEPHONE (517) 241-2388
Haworth, Inc. One Haworth Center Holland, MI 49423 Phil.Todd@Haworth.com HodgesR2@michigan.gov		Rhonda Hodges
		VENDOR NUMBER/MAIL CODE
		BUYER/CA (517) 373-1455 Laurie Gyorkos
Contract Compliance Inspector: Laurie Gyorkos Comprehensive Ergonomic & General Office Seating Contract - Statewide		
CONTRACT PERIOD:3 Years		From: August 7, 2001 To: December 31, 2006
TERMS	Net 30	SHIPMENT Within 45 Days ARO
F.O.B.	Delivered	SHIPPED FROM Allegan, MI
MINIMUM DELIVERY REQUIREMENTS One (1) Chair		

NATURE OF CHANGE (S):

Effective immediately this Contract is hereby INCREASED by \$750,000.00 and EXTENDED through December 31, 2006.

All other terms, conditions, specifications and pricing remain unchanged.

AUTHORITY/REASON:

Per Agency request, Administrative Board approval on March 22, 2006 and vendor agreement per Phil Todd on April 5, 2006.

INCREASE: \$750,000.00

TOTAL REVISED ESTIMATED CONTRACT VALUE: \$6,350,000.00

**STATE OF MICHIGAN
 DEPARTMENT OF MANAGEMENT AND BUDGET
 ACQUISITION SERVICES
 P.O. BOX 30026, LANSING, MI 48909
 OR
 530 W. ALLEGAN, LANSING, MI 48933**

August 3, 2005

**CHANGE NOTICE NO. 11 (REVISED)
 TO
 CONTRACT NO. 071B1001708
 between
 THE STATE OF MICHIGAN
 and**

NAME & ADDRESS OF VENDOR Haworth, Inc. One Haworth Center Holland, MI 49423 Phil.Todd@Haworth.com HodgesR2@michigan.gov	TELEPHONE (517) 241-2388 Rhonda Hodges VENDOR NUMBER/MAIL CODE BUYER/CA (517) 373-1455 Laurie Gyorkos
Contract Compliance Inspector: Laurie Gyorkos Comprehensive Ergonomic & General Office Seating Contract - Statewide	
CONTRACT PERIOD: 3 Years From: August 7, 2001 To: August 7, 2006	
TERMS <p style="text-align: center;">Net 30</p>	SHIPMENT <p style="text-align: center;">Within 45 Days ARO</p>
F.O.B. <p style="text-align: center;">Delivered</p>	SHIPPED FROM <p style="text-align: center;">Allegan, MI</p>
MINIMUM DELIVERY REQUIREMENTS <p style="text-align: center;">One (1) Chair</p>	

NATURE OF CHANGE (S):

1. **Effective August 7, 2005, this contract is hereby extended through August 7, 2006. All pricing, specifications, terms and conditions remain the same.**
2. **Effective August 7, 2005, this contract is hereby extended to the MiDeal program.**
3. **Effective August 7, 2005, the purchasing threshold for the State to receive a rebate has been lowered from \$10,000,000 list in a contract year to \$1,500,000 list in a contract year.**
4. **Effective August 7, 2005, the "Look" line has been added to this contract at a discount of 68.2% off the 2004 price list. Product information and price comparison to the Improv line is included on the attached documents.**

TOTAL ESTIMATED CONTRACT VALUE REMAINS: \$5,600,000.00

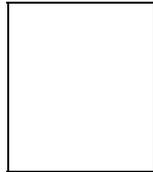
Haworth Seating Price Comparison LOOK vs. Improv H.E.

(based on 2004 price list)

	LOOK	IMPROV H.E.
List	\$770.00	\$991.00
Discount	68.20%	73.00%
Sell	\$244.86	\$267.57
Savings	8.40%	

**Haworth Improv
HE**

Haworth Look



Standard arms avail?	Yes	Yes
Flipper arms avail?	Yes	Yes
360 rotation for arms?	Yes	Yes
Height adjust of arms?	Up to 5"	Up to 4"
Width adjust of arms?	3"	3"
Seat depth adjustment	3"	2"
Back height adjustment	4"	3"
Mid back?	Yes	Yes
High back?	Yes	Yes
Knee tilt?	No	No
Forward tilt lock	3 position	3 Position
Back lock	2 position	4 position
Tilt mechanism	Synchronized-tilt	Synchronized-tilt
Up/down lumbar adjustment	4"	3"
In / out lumbar adjustment	1.5"	No
Greenguard Certified?	Yes	Yes
Waterfall seat edge?	Yes	Yes
Full family of seating?	Yes	Yes
500 lb option?	Yes	No
Warranty	Life Time	Life Time
Easy to use controls?	Yes	Yes
Uniform look?	Yes	Yes
One size fits most?	Yes	Yes
Two stage seat height adjust	Yes	Yes
Low position seat height adjust	Yes	Yes
Instruction attached	Yes	Yes

STATE OF MICHIGAN
DEPARTMENT OF MANAGEMENT AND BUDGET
ACQUISITION SERVICES
 P.O. BOX 30026, LANSING, MI 48909
 OR
 530 W. ALLEGAN, LANSING, MI 48933

March 8, 2005

CHANGE NOTICE NO. 10 (REVISED)
TO
CONTRACT NO. 071B1001708
between
THE STATE OF MICHIGAN
and

NAME & ADDRESS OF VENDOR Haworth, Inc. One Haworth Center Holland, MI 49423	TELEPHONE (517) 241-2388 Rhonda Hodges
	VENDOR NUMBER/MAIL CODE
	BUYER/CA (517) 373-1455 Laurie Gyorkos
Contract Compliance Inspector: Laurie Gyorkos Comprehensive Ergonomic & General Office Seating Contract - Statewide	
CONTRACT PERIOD:3 From: August 7, 2001 To: August 7, 2004 Years	
TERMS <p style="text-align: center;">Net 30</p>	SHIPMENT <p style="text-align: center;">Within 45 Days ARO</p>
F.O.B. <p style="text-align: center;">Delivered</p>	SHIPPED FROM <p style="text-align: center;">Allegan, MI</p>
MINIMUM DELIVERY REQUIREMENTS <p style="text-align: center;">One (1) Chair</p>	

NATURE OF CHANGE (S):

Effective immediately the world resource website has been discontinued. Please refer to <http://www.haworth.com> for seating product information.

Please note: The buyer has been changed to Laurie Gyorkos.

TOTAL ESTIMATED CONTRACT VALUE REMAINS: \$5,600,000.00

**STATE OF MICHIGAN
 DEPARTMENT OF MANAGEMENT AND BUDGET
 ACQUISITION SERVICES
 P.O. BOX 30026, LANSING, MI 48909
 OR
 530 W. ALLEGAN, LANSING, MI 48933**

August 17, 2004

**CHANGE NOTICE NO. 9
 TO
 CONTRACT NO. 071B1001708
 between
 THE STATE OF MICHIGAN
 and**

NAME & ADDRESS OF VENDOR Haworth, Inc. One Haworth Center Holland, MI 49423		TELEPHONE (517) 241-2388 Rhonda Hodges
		VENDOR NUMBER/MAIL CODE
		BUYER/CA (517) 373-7374 Joan Bosheff
Contract Compliance Inspector: Joan Bosheff Comprehensive Ergonomic & General Office Seating Contract - Statewide		
CONTRACT PERIOD:3 Years From: August 7, 2001 To: August 7, 2004		
TERMS Net 30	SHIPMENT Within 45 Days ARO	
F.O.B. Delivered	SHIPPED FROM Allegan, MI	
MINIMUM DELIVERY REQUIREMENTS One (1) Chair		

NATURE OF CHANGE (S):

Effective immediately, this contract is hereby EXTENDED until August 7, 2005.

All other terms, conditions, specifications and pricing remain the same.

INCREASE: \$5,600,000.00

TOTAL ESTIMATED CONTRACT VALUE REMAINS: \$5,600,000.00

**STATE OF MICHIGAN
 DEPARTMENT OF MANAGEMENT AND BUDGET
 ACQUISITION SERVICES
 P.O. BOX 30026, LANSING, MI 48909
 OR
 530 W. ALLEGAN, LANSING, MI 48933**

May 14, 2004

**CHANGE NOTICE NO. 8
 TO
 CONTRACT NO. 071B1001708
 between
 THE STATE OF MICHIGAN
 and**

NAME & ADDRESS OF VENDOR Haworth, Inc. One Haworth Center Holland, MI 49423		TELEPHONE (517) 241-2388 Rhonda Hodges
		VENDOR NUMBER/MAIL CODE
		BUYER/CA (517) 373-7374 Joan Bosheff
Contract Compliance Inspector: Joan Bosheff Comprehensive Ergonomic & General Office Seating Contract - Statewide		
CONTRACT PERIOD:3 Years From: August 7, 2001 To: August 7, 2004		
TERMS Net 30	SHIPMENT Within 45 Days ARO	
F.O.B. Delivered	SHIPPED FROM Allegan, MI	
MINIMUM DELIVERY REQUIREMENTS One (1) Chair		

NATURE OF CHANGE (S):

Effective immediately this buyer for this contract has been changed to Joan Bosheff.

All other terms, conditions, specifications and pricing remain unchanged.

TOTAL ESTIMATED CONTRACT VALUE REMAINS: \$5,000,000.00

STATE OF MICHIGAN
 DEPARTMENT OF MANAGEMENT AND BUDGET
 ACQUISITION SERVICES
 P.O. BOX 30026, LANSING, MI 48909
 OR
 530 W. ALLEGAN, LANSING, MI 48933

July 24, 2003

CHANGE NOTICE NO. 7
TO
CONTRACT NO. 071B1001708
between
THE STATE OF MICHIGAN
and

NAME & ADDRESS OF VENDOR Haworth, Inc. One Haworth Center Holland, MI 49423	TELEPHONE (517) 241-2388 Rhonda Hodges
	VENDOR NUMBER/MAIL CODE
	BUYER (517) 373-1455 Laura Gyorkos
Contract Administrator: Laura Gyorkos Comprehensive Ergonomic & General Office Seating Contract - Statewide	
CONTRACT PERIOD: 3 Years From: August 7, 2001 To: August 7, 2004	
TERMS <p style="text-align: center;">Net 30</p>	SHIPMENT <p style="text-align: center;">Within 45 Days ARO</p>
F.O.B. <p style="text-align: center;">Delivered</p>	SHIPPED FROM <p style="text-align: center;">Allegan, MI</p>
MINIMUM DELIVERY REQUIREMENTS <p style="text-align: center;">One (1) Chair</p>	

NATURE OF CHANGE (S):

Effective July 18, 2003, Haworth will offer a 1% discount if payment is made within fifteen days from shipment (invoice) date. In addition, Haworth will offer a 1% of list rebate if seating sales exceed \$10,000,000.00 list in a contract year. \$1,000,000.00 has been added to this contract.

AUTHORITY/REASON:

Per vendor letter (Phil Todd) on 7/18/03 and DMB/ACQUISITION SERVICES approval.

INCREASE: \$1,000,000.00

TOTAL REVISED ESTIMATED CONTRACT VALUE: \$5,000,000.00

STATE OF MICHIGAN
 DEPARTMENT OF MANAGEMENT AND BUDGET
 ACQUISITION SERVICES
 P.O. BOX 30026, LANSING, MI 48909
 OR
 530 W. ALLEGAN, LANSING, MI 48933

June 19, 2003

CHANGE NOTICE NO. 6
TO
CONTRACT NO. 071B1001708
between
THE STATE OF MICHIGAN
and

NAME & ADDRESS OF VENDOR Haworth, Inc. One Haworth Center Holland, MI 49423	TELEPHONE (517) 241-2388 Rhonda Hodges
	VENDOR NUMBER/MAIL CODE
	BUYER (517) 373-1455 Laura Gyorkos
Contract Administrator: Laura Gyorkos Comprehensive Ergonomic & General Office Seating Contract - Statewide	
CONTRACT PERIOD: 3 Years From: August 7, 2001 To: August 7, 2004	
TERMS <p style="text-align: center;">Net 30</p>	SHIPMENT <p style="text-align: center;">Within 45 Days ARO</p>
F.O.B. <p style="text-align: center;">Delivered</p>	SHIPPED FROM <p style="text-align: center;">Allegan, MI</p>
MINIMUM DELIVERY REQUIREMENTS <p style="text-align: center;">One (1) Chair</p>	

NATURE OF CHANGE (S):

Effective immediately, \$50,000.00 is ADDED to allow agencies to continue to purchase off this contract until Ad Board request for additional funds is approved.

All other terms, conditions and pricing remain the same.

INCREASE: \$50,000.00

TOTAL REVISED ESTIMATED CONTRACT VALUE: \$4,105,000.00

STATE OF MICHIGAN
 DEPARTMENT OF MANAGEMENT AND BUDGET
 ACQUISITION SERVICES
 P.O. BOX 30026, LANSING, MI 48909
 OR
 530 W. ALLEGAN, LANSING, MI 48933

May 9, 2003

CHANGE NOTICE NO. 5
 TO
 CONTRACT NO. 071B1001708
 between
 THE STATE OF MICHIGAN
 and

NAME & ADDRESS OF VENDOR Haworth, Inc. One Haworth Center Holland, MI 49423	TELEPHONE (517) 241-2388 Rhonda Hodges
	VENDOR NUMBER/MAIL CODE
	BUYER (517) 373-1455 Laura Gyorkos
Contract Administrator: Laura Gyorkos Comprehensive Ergonomic & General Office Seating Contract - Statewide	
CONTRACT PERIOD: 3 Years From: August 7, 2001 To: August 7, 2004	
TERMS Net 30	SHIPMENT Within 45 Days ARO
F.O.B. Delivered	SHIPPED FROM Allegan, MI
MINIMUM DELIVERY REQUIREMENTS One (1) Chair	

NATURE OF CHANGE (S):

Effective immediately, this contract has been INCREASED by \$50,000.00. The new contract value is \$4,055,000.00. All other terms, conditions, specifications, and pricing remain the same.

TOTAL ESTIMATED CONTRACT VALUE REMAINS: \$4,055,000.00

**STATE OF MICHIGAN
 DEPARTMENT OF MANAGEMENT AND BUDGET
 ACQUISITION SERVICES
 P.O. BOX 30026, LANSING, MI 48909
 OR
 530 W. ALLEGAN, LANSING, MI 48933**

March 18, 2003

**CHANGE NOTICE NO. 4
 TO
 CONTRACT NO. 071B1001708
 between
 THE STATE OF MICHIGAN
 and**

NAME & ADDRESS OF VENDOR Haworth, Inc. One Haworth Center Holland, MI 49423	TELEPHONE (517) 241-2388 Rhonda Hodges VENDOR NUMBER/MAIL CODE BUYER (517) 373-1455 Laura Gyorkos
Contract Administrator: Laura Gyorkos Comprehensive Ergonomic & General Office Seating Contract - Statewide	
CONTRACT PERIOD: 3 Years From: August 7, 2001 To: August 7, 2004	
TERMS <p style="text-align: center;">Net 30</p>	SHIPMENT <p style="text-align: center;">Within 45 Days ARO</p>
F.O.B. <p style="text-align: center;">Delivered</p>	SHIPPED FROM <p style="text-align: center;">Allegan, MI</p>
MINIMUM DELIVERY REQUIREMENTS <p style="text-align: center;">One (1) Chair</p>	

NATURE OF CHANGE (S):

The Haworth World Resource Seating website is now available for use. Use this website to browse seating and delivery options currently available on the Haworth Seating Contract 071B1001708. For site navigation instructions, please click on State of Michigan, then click on Resource Center listed under the seating contract number and click on "How to Use This Site."

**Website address: <http://www.worldresource.haworth.com>
 Username: michigan6
 Password: michigan6#**

TOTAL ESTIMATED CONTRACT VALUE REMAINS: \$4,000,000.00

STATE OF MICHIGAN
 DEPARTMENT OF MANAGEMENT AND BUDGET
 ACQUISITION SERVICES
 P.O. BOX 30026, LANSING, MI 48909
 OR
 530 W. ALLEGAN, LANSING, MI 48933

February 12, 2003

CHANGE NOTICE NO. 3
 TO
 CONTRACT NO. 071B1001708
 between
 THE STATE OF MICHIGAN
 and

NAME & ADDRESS OF VENDOR Haworth, Inc. One Haworth Center Holland, MI 49423	TELEPHONE (517) 241-2388 Rhonda Hodges
	VENDOR NUMBER/MAIL CODE
	BUYER (517) 373-1455 Laura Gyorkos
Contract Administrator: Laura Gyorkos Comprehensive Ergonomic & General Office Seating Contract - Statewide	
CONTRACT PERIOD: 3 Years From: August 7, 2001 To: August 7, 2004	
TERMS Net 30	SHIPMENT Within 45 Days ARO
F.O.B. Delivered	SHIPPED FROM Allegan, MI
MINIMUM DELIVERY REQUIREMENTS One (1) Chair	

NATURE OF CHANGE (S):

Effective February 12, 2003, the following CHANGES are hereby made to this contract:

1. The Haworth Account Manager for this contract is hereby CHANGED to:

Rhonda Hodges, Account Manager – State of Michigan
Haworth, Inc.
530 W. Allegan
Lansing, MI 48909
Cell Phone: (517) 719-6172
Office Phone: (517) 241-2388
Fax: (517) 373-3562
e-mail: hodgesr2@michigan.gov

**STATE OF MICHIGAN
 DEPARTMENT OF MANAGEMENT AND BUDGET
 ACQUISITION SERVICES
 P.O. BOX 30026, LANSING, MI 48909
 OR
 530 W. ALLEGAN, LANSING, MI 48933**

January 15, 2003

**CHANGE NOTICE NO. 2
 TO
 CONTRACT NO. 071B1001708
 between
 THE STATE OF MICHIGAN
 and**

NAME & ADDRESS OF VENDOR Haworth, Inc. One Haworth Center Holland, MI 49423	TELEPHONE (517) 420-2450 Colleen Walter <hr/> VENDOR NUMBER/MAIL CODE <hr/> BUYER (517) 373-1455 Laura Gyorkos
Contract Administrator: Laura Gyorkos Comprehensive Ergonomic & General Office Seating Contract - Statewide	
CONTRACT PERIOD: 3 Years From: August 7, 2001 To: August 7, 2004	
TERMS <p style="text-align: center;">Net 30</p>	SHIPMENT <p style="text-align: center;">Within 45 Days ARO</p>
F.O.B. <p style="text-align: center;">Delivered</p>	SHIPPED FROM <p style="text-align: center;">Allegan, MI</p>
MINIMUM DELIVERY REQUIREMENTS <p style="text-align: center;">One (1) Chair</p>	

NATURE OF CHANGE (S):

See revised attachments for contract changes.

TOTAL ESTIMATED CONTRACT VALUE REMAINS: \$4,000,000.00

**Seating Contract 071B1001708 – Haworth
Change Notice #02**

The following changes have been made to the contract. Changes are in **bold**.

<p style="text-align: center;">STANDARD DELIVERY <i>For ALL Seating Product Lines & Models offered on this Contract.</i></p>	<p style="text-align: center;">RUSH QUICK-SHIP DELIVERY <i>For those Seating Models, Fabrics and Finishes available on the Haworth RUSH Program.</i></p>
<p>All seating product orders are to be delivered within forty-five (45) calendar days after receipt of a complete and accurate purchase order.</p>	<p>All seating product orders that are available on the Haworth RUSH QUICK-SHIP PROGRAM are to be delivered within fourteen (14) calendar days after receipt of a complete and accurate purchase order.</p> <p><i>Agency to refer to the Haworth November 2000 List Price Specification Guide for RUSH availability.</i></p>
<ul style="list-style-type: none"> •The Dealership will electronically submit the complete and accurate Purchase Order to Haworth, Inc. Delivery Lead Times will begin when Haworth receives the electronic order from the dealer which could take up to 3 business days. •State Agencies requiring installation services where the chair shipment is going direct to the Dealership will be contacted by the Dealership to schedule delivery. 	

COMPANY / PRODUCT / SERVICES

II-A CONTRACTOR INFORMATION

HAWORTH, INC. CONTACT PERSON(S):

NAME: Rhonda Hodges
TITLE: Account Manager
CELL PHONE: (517) 719-6172
FAX: (517) 373-3562
ADDRESS: 530 West Allegan
Lansing, MI 48909
E-MAIL: hodgesr2@michigan.gov

NAME: **Jim Johnson**
TITLE: **Group Sales Director**
PHONE: **(616) 393-3250**
FAX: **(616) 393-1934**
ADDRESS: One Haworth Center
Holland, MI 49423
E-MAIL: [**jim.johnson@haworth.com**](mailto:jim.johnson@haworth.com)

HAWORTH, INC. CUSTOMER SERVICE:

Indicated below is the Haworth customer service contact person and telephone number where agencies can call with general questions about orders already placed, scheduled ship dates, etc.

NAME: Doris Johnson
TITLE: Major Acct. Specialist
PHONE: (616) 393-4120
FAX: (616) 396-9306
ADDRESS: One Haworth Center
Holland, MI 49423
E-MAIL: doris.johnson@haworth.com

PREFERRED DEALERSHIPS: Listed below are the Haworth Preferred Dealerships to service this contract.

ZONE 1 <i>For Projects South of Highway M-55</i>	ZONE 2 <i>For Projects North of Highway M-55 and the U.P.</i>
HAWORTH, INC. C/o DBI BUSINESS INTERIORS 912 E. Michigan Avenue Lansing, MI 48912	HAWORTH, INC. C/o INTERPHASE, INC.. 2636 Garfield Road, North Traverse City, MI 49686
NAME: Marie Broxholm	NAME: Adrienne Rasmussen
TITLE: Customer Service Coordinator	TITLE: Interphase Sales Rep.
PHONE: (517) 485-3200	PHONE: (231) 941 – 4454 ext 14
FAX: (517) 485-3202	FAX: (231) 941 – 2252
FEDERAL ID: (2)38-6053093 (009)	FEDERAL ID: (2)38-6053093 (010)
E-MAIL: marie.broxholm@dbives.com	E-MAIL: arasmussen@traverse.net

NAME:	Larry Johnson	
TITLE:	D.B.I. Sales Rep.	
PHONE:	(517) 485 – 3200	
FAX:	(517) 485 – 3202	
MOBIL:	(517) 290 – 1643	
FEDERAL ID:	(2)38-6053093 (009)	
E-MAIL:	larry.johnson@dbiyes.com	

Seating Delivery Services Defined

Inside Delivery- When *Inside Delivery* is specified on the State of Michigan purchase order, the seating will be delivered by Common Carrier. The chair will be unloaded of the truck and placed inside the door or receiving dock of the building.

Installation (Delivery and Set-up)– When *Installation* is specified on the State of Michigan purchase order, the seating will be delivered by the Preferred Dealer. The dealer installation crew will arrive at the site noted on the ship-to address of the purchase order, un-box the chair and dispose of the carton. The chair will be delivered to the end-user (name must appear on the purchase order). The installer will then give the user a general overview of the chair operations.

Delivery Chair Instruction (Delivery, Set-up and Fitting) – When *Delivery Chair Instruction* is specified on the State of Michigan purchase order, the seating will be delivered by the Preferred Dealer. The dealer installation crew will arrive at the site noted on the ship-to address of the purchase order, un-box the chair and dispose of the carton. The chair will be delivered directly to the end-user (name must appear on the purchase order). The installer or dealer representative will give the end-user a detailed overview of the chair operations, as well as assist in adjusting the chair to fit the end-user.

Change in Packaging

Blanket Wrapping had been discontinued.

Return Policies and Corrective Action Defined

If the Dealership or Haworth makes a specification or manufacturing error...

If a specification error or manufacturing error is made there will be no costs incurred by the State of Michigan. The product will immediately be ordered correctly and expedited to meet the client's needs. The Corrective Action Program is designed to turn order errors around as quickly as possible. Actual lead times on Corrective Actions vary depending on product type. (i.e. wood desk, versus missing drawer pull) Corrective Actions are scheduled to ship, from Holland, on the average in five business days after Haworth receives a valid order.

If the error is made by the State of Michigan...

Haworth will use the same Corrective Action Program and expedite any order in the same manner if the State of Michigan creates an error. However Haworth is a Just In Time manufacturer and does not take product back. Haworth will work with the State of Michigan on orders that involve extenuating circumstances.

Seating Displays

Seating displays are available at both dealers – DBI and Interphase, the Haworth Detroit Showroom located in Troy, and Corporate Headquarters in Holland, MI.

Warranty Service Work

Both dealers, DBI and Interphase can be contacted regarding warranty issues.

**STATE OF MICHIGAN
 DEPARTMENT OF MANAGEMENT AND BUDGET
 ACQUISITION SERVICES
 P.O. BOX 30026, LANSING, MI 48909
 OR
 530 W. ALLEGAN, LANSING, MI 48933**

December 19, 2002

**CHANGE NOTICE NO. 1
 TO
 CONTRACT NO. 071B1001708
 between
 THE STATE OF MICHIGAN
 and**

NAME & ADDRESS OF VENDOR Haworth, Inc. One Haworth Center Holland, MI 49423	TELEPHONE (517) 241-2388 Rhonda Hodges
	VENDOR NUMBER/MAIL CODE
	BUYER (517) 373-1455 Laura Gyorkos
Contract Administrator: Laura Gyorkos Comprehensive Ergonomic & General Office Seating Contract - Statewide	
CONTRACT PERIOD: 3 Years From: August 7, 2001 To: August 7, 2004	
TERMS <p style="text-align: center;">Net 30</p>	SHIPMENT <p style="text-align: center;">Within 45 Days ARO</p>
F.O.B. <p style="text-align: center;">Delivered</p>	SHIPPED FROM <p style="text-align: center;">Allegan, MI</p>
MINIMUM DELIVERY REQUIREMENTS <p style="text-align: center;">One (1) Chair</p>	

NATURE OF CHANGE (S):

Effective December 20, 2002, the following CHANGES are hereby made to this Contract:

- 1) **An addition of the Haworth X-99 seating line to this Contract.** This product line shall be priced at 61.5% off list. Delivery charges shall be consistent with the current seating Contract.
- 2) **An addition of the Haworth Improv SE seating line to this Contract.** This product line shall be priced the same as the current Improv line at 73% off list. Delivery charges shall be consistent with the current seating Contract.
- 3) **An addition of a "Fitting" service with delivery and set-up to this contract.** When *Delivery Chair Instruction* is specified on the State of Michigan purchase order, the seating will be delivered by the Preferred Dealer. The dealer installation crew will arrive at the site noted on the ship-to address of the purchase order, un-box the chair and dispose of the carton. The chair will be delivered directly to the end-user (name must appear on the purchase order). The installer or dealer representative will give the end-user a detailed overview of the chair operations, as well as assist in adjusting the chair to fit the end-user. The price schedules are as follows:

4) The buyer and contract administrator has been changed to Laura Gyorkos.

Delivery, Set-Up & Fitting	
1 to 10 Chairs	\$50 per Chair
11 to 25 Chairs	\$45 per Chair
26 to 50 Chairs	\$40 per Chair
51 to 100 Chairs	\$35 per Chair
101+ Chairs	\$30 per Chair

All other Terms and Conditions shall remain the same.

ESTIMATED CONTRACT VALUE REMAINS: \$4,000,000.00

STATE OF MICHIGAN
DEPARTMENT OF MANAGEMENT AND BUDGET
OFFICE OF PURCHASING
P.O. BOX 30026, LANSING, MI 48909
 OR
530 W. ALLEGAN, LANSING, MI 48933

August 7, 2001

NOTICE
OF
CONTRACT NO. 071B1001708
between
THE STATE OF MICHIGAN
and

NAME & ADDRESS OF VENDOR Haworth, Inc. One Haworth Center Holland, MI 49423	TELEPHONE (517) 241-2388 Rhonda Hodges VENDOR NUMBER/MAIL CODE BUYER (517) 373-1455 Laura Gyorkos
Contract Administrator: Trish McKenna-Ley Comprehensive Ergonomic & General Office Seating Contract - Statewide	
CONTRACT PERIOD: 3 Years From: August 7, 2001 To: August 7, 2004	
TERMS <p style="text-align: center;">Net 30</p>	SHIPMENT <p style="text-align: center;">Within 45 Days ARO</p>
F.O.B. <p style="text-align: center;">Delivered</p>	SHIPPED FROM <p style="text-align: center;">Allegan, MI</p>
MINIMUM DELIVERY REQUIREMENTS <p style="text-align: center;">One (1) Chair</p>	

Estimated Contract Value: \$4,000,000.00

**STATE OF MICHIGAN
 DEPARTMENT OF MANAGEMENT AND BUDGET
 OFFICE OF PURCHASING
 P.O. BOX 30026, LANSING, MI 48909
 OR
 530 W. ALLEGAN, LANSING, MI 48933**

CONTRACT NO. 071B1001708

**between
 THE STATE OF MICHIGAN
 and**

NAME & ADDRESS OF VENDOR Haworth, Inc. One Haworth Center Holland, MI 49423	TELEPHONE (517) 420-2450 Colleen Walter <hr/> VENDOR NUMBER/MAIL CODE <hr/> BUYER (517) 241-1649 Trish McKenna-Ley
Contract Administrator: Trish McKenna-Ley Comprehensive Ergonomic & General Office Seating Contract - Statewide	
CONTRACT PERIOD: 3 Years From: August 7, 2001 To: August 7, 2004	
TERMS <p style="text-align: center;">Net 30</p>	SHIPMENT <p style="text-align: center;">Within 45 Days ARO</p>
F.O.B. <p style="text-align: center;">Delivered</p>	SHIPPED FROM <p style="text-align: center;">Allegan, MI</p>
MINIMUM DELIVERY REQUIREMENTS <p style="text-align: center;">One (1) Chair</p>	
MISCELLANEOUS INFORMATION: The terms and conditions of this Contract are those of ITB #071I1000363, this contract Agreement and the vendor's quote dated May 23, 2001. Estimated Contract Value: \$4,000,000.00	

THIS IS NOT AN ORDER: This Contract Agreement is awarded on the basis of our inquiry bearing the [ITB No. 071I1000363](#). A Purchase Order Form will be issued only as the requirements of the State Departments are submitted to the Office of Purchasing. Orders for delivery may be issued directly by the State Departments through the issuance of a Purchase Order Form.

All terms and conditions of the invitation to bid are made a part hereof.

FOR THE VENDOR:	FOR THE STATE:
Firm Name	Signature Bernice Sullivan, Director
Authorized Agent Signature	Name Customer Services Division
Authorized Agent (Print or Type)	Title
Date	Date



COMPREHENSIVE ERGONOMIC AND GENERAL OFFICE SEATING CONTRACT
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Attachments

Attachment A – State of Michigan – Agency Procurement List (7pages)



SECTION I
TERMS AND CONDITIONS

I-A PURPOSE

This Contract is for **ERGONOMIC AND GENERAL OFFICE SEATING and SERVICES** for the State of Michigan. Exact quantities to be purchased are unknown except that the Contractor will be required to furnish all such materials and services as may be ordered during the CONTRACT period. Quantities specified if any, are estimates based on prior purchases, and the State is not obligated to purchase in these or any other quantities. Orders for delivery will be issued directly to the Contractor by various State Agencies on the [Purchase Order Contract Release Form](#) and by the Office of Purchasing on the [Purchase Order Form](#).

This Contract is for use by ALL State Agencies as listed in Attachment A, State of Michigan – Agency Procurement List. The listing shall not limit participation of additional State Agencies as the need may develop at the same prices, terms and conditions.

This Contract is a Unit Price Contract.

I-B INCURRING COSTS

The State of Michigan is not liable for any cost incurred by the Contractor prior to signing of a Contract. The State fiscal year is October 1st through September 30th. The Contractor should realize that payments in any given fiscal year are contingent upon enactment of legislative appropriations. Total liability of the State is limited to the terms and conditions of this Contract.

I-C DISCLOSURE

All information in a Bidder’s proposal and the Contract resulting from the Invitation To Bid (ITB) is subject to the provisions of the Freedom of Information Act, 1976 Public Act No. 442, as amended, MCL 15.231, *et seq.*

I-D CONTRACT TERM

The term of the Contract will be for a **three (3)-year period** and will commence with the issuance of the Contract. This will be **August 7, 2001 through August 7, 2004**. The state, at its option, reserves the right to extend the term of the Contract(s) for up to two (2) additional years.

I-E ISSUING OFFICE

This Contract is issued by the Office of Purchasing, State of Michigan, Department of Management and Budget, hereinafter known as the Office of Purchasing, for ALL State Agencies. Where actions are a combination of those of the Office of Purchasing and the State agencies, the authority will be known as the State.



The Office of Purchasing is the sole point of contact in the State with regard to all procurement and Contractual matters relating to the commodities and/or services described herein. The Office of Purchasing is the only office authorized to change, modify, amend, alter, clarify, etc., the specifications, terms, and conditions of this Contract. The OFFICE OF PURCHASING will remain the SOLE POINT OF CONTACT throughout the procurement process until such time as the Director of Purchasing shall direct otherwise in writing (see paragraph below).

All communications covering this procurement must be addressed to:

Department of Management and Budget
 Office of Purchasing
 Attn: Trish McKenna-Ley, Buyer
 2nd Floor, Mason Building
 P. O. Box 30026
 Lansing, Michigan 48909
 (Or 530 W. Allegan, Lansing, MI 48933)
 e-mail: mckennaleyp@state.mi.us
 Phone: (517) 241-1649 and Fax: (517) 335-0046

I-F CONTRACT ADMINISTRATOR

Upon receipt at the Office of Purchasing of the properly executed **Contract** Agreement(s), it is anticipated that the Director of Purchasing will direct that ALL State Agencies be authorized to administer the **Contract(s)** on a day-to-day basis during the term of the **Contract**. **However, administration of any **Contract** implies no authority to change, modify, clarify, amend, or otherwise alter the terms, conditions, and specifications of such **Contract**. The authority to change, modify, clarify, amend, or otherwise alter the terms, conditions specifications or prices is retained by the Office of Purchasing.**

I-G PRICE

The percentage (%) discounts quoted off list price are fixed for the life of the Contract. The prices quoted are the maximum for a period of 365 days from date the Contract(s) becomes effective.

Prices may be subject to revision at the end of each 365-day period if there are changes in the general industry. Revisions may be either increases or decreases and may be requested by either party. Evidence of general industry changes, such as revised printed price lists or notices, and evidence that the change actually affected the Contractor's costs for materials must accompany the request. The prices quoted shall be firm for 365 days. Requests for price changes shall be received in writing at least thirty (30) days prior to their effective date and are subject to written acceptance before becoming effective. If proposed prices are not acceptable to either party, the Contract may be cancelled, pursuant to Section I-O(f). The Contractor remains responsible for performing according to the Contract terms at the Contract price for all orders received before price revisions are approved or before the Contract is cancelled.



The postmark date on the Contract Release will determine prices to be charged on orders (requesting a single shipment to be delivered prior to the effective date of the price revision) which may already be in transit to the Contractor prior to the new price implementation date. Orders issued by agencies requesting multiple deliveries, over a specified period of time, which may overlap two price periods, shall reflect the current price at the time of delivery.

I-H PRIME CONTRACTOR RESPONSIBILITIES

The prime Contractor will be required to assume responsibility for all Contractual activities offered in this Contract, whether or not that Contractor performs them. Further, the State will consider the prime Contractor to be the sole point of contact with regard to Contractual matters, including payment of any and all charges resulting from the anticipated Contract(s). **If any part of the work is to be subContracted, this Contract must include a list of subContractors, including firm name and address, contact person, complete description of work to be subContracted and descriptive information concerning subContractor’s organizational abilities.** The State reserves the right to approve subContractors and to require the primary Contractor to replace subContractors found to be unacceptable. The Contractor is totally responsible for adherence by the subContractor to all provisions of the Contract. Any change in subContractors must be approved by the State, in writing, prior to such change.

The prime Contractor to provide direct and full management and oversight of all aspects of the contract, including all services performed by the Contractor’s authorized dealerships named in the Contract. Direct and full management and oversight to be provided by the Contractor is defined as, but not limited to, the Contractor to provide appropriate level(s) of support personnel and adequate resources to best meet the State’s fluctuating project volumes and to ensure the timely completion of State projects; the Contractor to participate in a planning process with the State on a regular scheduled basis, the Contractor to coordinate work directly with authorized design and/or A & E Firms under the direction of the State, when needed; and the Contractor to participate in all necessary project progress meetings, as required by the State.

I-I STAFFING OBLIGATIONS

The State reserves the right to approve the Contractor’s assignment of Key Personnel to this Contract and to recommend reassignment of personnel deemed unsatisfactory by the State.

The Contractor shall not remove or reassign without the State’s prior written approval any of the Key Personnel. The Contractor agrees that the continuity of Key Personnel is critical and agrees to the continuity of Key Personnel. Removal of Key Personnel without the written consent of the State may be considered by the State to be a material breach of this Contract. The prohibition against removal or reassignment shall not apply where Key Personnel must be replaced for reasons beyond the reasonable control of the Contractor including but not limited to illness, disability, resignation or termination of the Key Personnel’s employment.

The State will have the right to approve the assignment and replacement by the Contractor of all Key Personnel assigned to the Contract. Before assigning an individual to any of the



Key Personnel positions, the Contractor will notify the State of the proposed assignment, will introduce the individual to the appropriate State representatives, and will provide the State with a resume and any other information about the individual reasonably requested by the State. The State reserves the right to interview the individual before granting approval. The State and the Contractor will agree that the attached listing of personnel is Key Personnel for purposes of this Contract.

I-J NEWS RELEASES

News releases pertaining to this Contract or project to which it relates shall not be made without prior written State approval, and then only in accordance with the explicit written instructions from the State. No results of the activities associated with this Contract are to be released without prior written approval of the State and then only to persons designated.

I-K CONTRACT INVOICING AND PAYMENT

All invoices shall be submitted to the appropriate “**Bill To**” address listed on the individual Contract Release Purchase Orders throughout the Contract period. Other specific details of invoices and payments will be agreed upon between the State and the Contractor after the proposed Contract Agreement has been signed and accepted by both the Contractor and the Director of Purchasing, Department of Management & Budget. This activity will occur only upon the specific written direction from the Office of Purchasing.

I-L ACCOUNTING RECORDS

The Contractor will be required to maintain all pertinent financial and accounting records and evidence pertaining to the Contract in accordance with generally accepted principles of accounting and other procedures specified by the State of Michigan. Financial and accounting records shall be made available, upon request, to the State of Michigan, its designees, or the Michigan Department of Auditor General at any time during the Contract period and any extension thereof, and for three (3) years from expiration date and final payment on the Contract or extension thereof.

I-M INDEMNIFICATION

1. General Indemnification

The Contractor shall indemnify, defend and hold harmless the State, its departments, divisions, agencies, sections commissions, officers, employees and agents, from and against all losses, liabilities, penalties, fines, damages and claims (including taxes), and all related costs and expenses (including reasonable attorneys’ fees and disbursements and costs of investigation, litigation, settlement, judgments, interest and penalties), arising from or in connection with any of the following:

- (a) any claim, demand, action, citation or legal proceeding against the State, its employees and agents arising out of or resulting from (1) the product provided or (2) performance of the work, duties, responsibilities, actions or omissions of the Contractor or any of its subContractors under this Contract.



- (b) any claim, demand, action, citation or legal proceeding against the State, its employees and agents arising out of or resulting from a breach by the Contractor of any representation or warranty made by the Contractor in the Contract;
- (c) any claim, demand, action citation, or legal proceeding against the State, its employees and agents arising out of related to occurrences that the Contractor is required to insure against as provided for in this Contract;
- (d) any claim, demand, action, citation or legal proceeding against the State, its employees and agents arising out of or resulting from the death or bodily injury of any person, or the damage, loss or destruction of any real or tangible personal property, in connection with the performance of services by the Contractor, by any of its subContractors, by anyone directly or indirectly employed by any of them, or by anyone for whose acts any of them may be liable; provided, however, that this indemnification obligation shall not apply to the extent, if any, that such death, bodily injury or property damage is caused solely by the negligence or reckless or intentional wrongful conduct of the State;
- (e) any claim, demand, action, citation or legal proceeding against the State, its employees and agents which results from an act or omission of the Contractor or any of its subContractors in its or their capacity as an employer of a person.

2. Patent/Copyright Infringement Indemnification

The Contractor shall indemnify, defend and hold harmless the State, its departments, division, agencies, sections, commissions, officers, employees and agents from and against all losses, liabilities, penalties, fines, damages (including taxes), and all related costs and expenses (including reasonable attorney’s fees and disbursements, costs of investigation, litigation, settlement, judgments, interest and penalties) incurred in connection with any action or proceeding threatened or brought against the State to the extent that such action or proceeding is based on a claim that any piece of equipment, software, commodity or service supplied by the Contractor or its subContractors, or the operation of such equipment, software, commodity or service, or the use or reproduction of any documentation provided with such equipment, software, commodity or service infringes any United States or foreign patent, copyright, trade secret or other proprietary right of any person or entity, which right is enforceable under the laws of the United States. In addition, should the equipment, software, commodity, or service, or the operation thereof, become or in the Contractor’s sole expense (i) procure for the State the right to continue using the equipment, software, commodity or service or, if such option is not reasonably available to the Contractor, (ii) replace or modify the same with equipment, software, commodity or service of equivalent function and performance so that it becomes non-infringing, or, if such option is not reasonably available to Contractor, (iii) accept its return by the State with appropriate credits to the State against the Contractor’s charges and reimburse the State for any losses or costs incurred as a consequence of the State ceasing its use and returning it.



3. Indemnification Obligation Not Limited

In any and all claims against the State Of Michigan, or any of its departments, divisions, agencies, sections, commissions, officers, employees and agents, by any employee of the Contractor or any of its subContractors, the indemnification obligation under the Contract shall not be limited in any way by the amount or type of damages, compensation or benefits payable by or for the Contractor or any of its benefits acts. This indemnification clause is intended to be comprehensive, Any overlap in subclauses, or the fact that greater specificity is provided as to some categories of risk, is not intended to limit the scope of indemnification under any other subclause.

4. Continuation of Indemnification Obligation

The duty to indemnify will continue in full force and effect notwithstanding the expiration or early termination of the Contract with respect to any claims based on facts or conditions, which occurred prior to termination.

I-N CONTRACTOR'S LIABILITY INSURANCE

The Contractor shall purchase and maintain such insurance as will protect him/her from claims set forth below which may arise out of or result from the Contractor's operations under the Contract (Purchase Order), whether such operations be by himself/herself or by any subContractor or by anyone directly or indirectly employed by any of them, or by anyone for whose acts any of them may be liable:

- (1) Claims under workers' disability compensation, disability benefit and other similar employee benefit act. A non-resident Contractor shall have insurance for benefits payable under Michigan's Workers' Disability Compensation Law for any employee resident of and hired in Michigan; and as respects any other employee protected by workers' disability compensation laws of any other State the Contractor shall have insurance or participate in a mandatory State fund to cover the benefits payable to any such employee.
- (2) Claims for damages because of bodily injury, occupational sickness or disease, or death of his/her employees.
- (3) Claims for damages because of bodily injury, sickness or disease, or death of any person other than his/her employees, subject to limits of liability of not less than \$1,000,000 each occurrence and, when applicable \$1,000,000 annual aggregate, for non-automobile hazards and as required by law for automobile hazards.
- (4) Claims for damages because of injury to or destruction of tangible property, including loss of use resulting therefrom, subject to a limit of liability of not less than \$50,000 each occurrence for non-automobile hazards and as required by law for automobile hazards.
- (5) Insurance for Subparagraphs (3) and (4) non-automobile hazards on a combined single limit of liability basis shall not be less than \$1,000,000 each occurrence and when applicable, \$1,000,000 annual aggregate.



The insurance shall be written for not less than any limits of liability herein specified or required by law, whichever is greater, and shall include Contractual liability insurance as applicable to the Contractor's obligations under the Indemnification clause of the Contract (Purchase Order).

BEFORE STARTING WORK THE CONTRACTOR'S INSURANCE AGENCY MUST FURNISH TO THE DIRECTOR OF THE OFFICE OF PURCHASING, ORIGINAL CERTIFICATE(S) OF INSURANCE VERIFYING LIABILITY COVERAGE. THE CONTRACT OR PURCHASE ORDER NO. MUST BE SHOWN ON THE CERTIFICATE OF INSURANCE TO ASSURE CORRECT FILING. These Certificates shall contain a provision that coverage's afforded under the policies will not be canceled until at least fifteen days prior written notice bearing the Contract Number or Purchase Order Number has been given to the Director of Purchasing.

I-O CANCELLATION

(a) The State may cancel the Contract for default of the Contractor. Default is defined as the failure of the Contractor to fulfill the obligations of the quotation or Contract. In case of default by the Contractor, the State may immediately and/or upon 30 days prior written notice to the Contractor cancel the Contract without further liability to the State, its departments, divisions, agencies, sections, commissions, officers, agents and employees, and procure the services from other sources, and hold the Contractor responsible for any excess costs occasioned thereby.

(b) The State may cancel the Contract in the event the State no longer needs the services or products specified in the Contract, or in the event program changes, changes in laws, rules or regulations, relocation of offices occur, or the State determines that statewide implementation of the Contract is not feasible, or if prices for additional services requested by the State are not acceptable to the State. The State may cancel the Contract without further liability to the State, its departments, divisions, agencies, sections, commissions, officers, agents and employees by giving the Contractor written notice of such cancellation 30 days prior to the date of cancellation.

(c) The State may cancel the Contract for lack of funding. The Contractor acknowledges that, if this Contract extends for several fiscal years, continuation of this Contract is subject to appropriation of funds for this project. If funds to enable the State to effect continued payment under this Contract are not appropriated or otherwise made available, the State shall have the right to terminate this Contract without penalty at the end of the last period for which funds have been appropriated or otherwise made available by giving written notice of termination to the Contractor. The State shall give the Contractor written notice of such non-appropriation within 30 days after it receives notice of such non-appropriation.

(d) The State may immediately cancel the Contract without further liability to the State its departments, divisions, agencies, sections, commissions, officers, agents and employees if the Contractor, an officer of the Contractor, or an owner of a 25% or greater share of the Contractor, is convicted of a criminal offense incident to the application for or performance of a State, public or private Contract or subContract; or convicted of a criminal offense including but not limited to any of the following: embezzlement, theft, forgery, bribery, falsification or destruction of records, receiving stolen property, attempting to influence a public employee to breach the ethical conduct standards for State of Michigan employees;



convicted under State or federal antitrust statutes; or convicted of any other criminal offense which in the sole discretion of the State, reflects on the Contractor's business integrity.

(e) The State may immediately cancel the Contract in whole or in part by giving notice of termination to the Contractor if any final administrative or judicial decision or adjudication disapproves a previously approved request for purchase of personal services pursuant to Constitution 1963, Article 11, Section 5, and Civil Service Rule 4-6.

(f) The State may, with 30 days written notice to the Contractor, cancel the Contract in the event prices proposed for Contract modification/extension are unacceptable to the State.

I-P NOTICE AND RIGHT TO CURE

In the event of a curable breach by the Contractor, the State shall provide the Contractor written notice of the breach and a time period to cure said breach described in the notice. This section requiring notice and an opportunity to cure shall not be applicable in the event of successive or repeated breaches of the same nature or if the State determines in its sole discretion that the breach poses a serious and imminent threat to the health or safety of any person or the imminent loss, damage or destruction of any real or tangible personal property.

I-Q EXCUSABLE FAILURE

1. Neither party shall be liable for any default or delay in the performance of its obligations under the Contract if and to the extent such default or delay is caused, directly or indirectly, by: fire, flood, earthquake, elements of nature or acts of God; riots, civil disorders, rebellions or revolutions in any country; the failure of the other party to perform its material responsibilities under the Contract (either itself or through another Contractor); injunctions (provided the injunction was not issued as a result of any fault or negligence of the party seeking to have its default or delay excused); or any other cause beyond the reasonable control of such party; provided the non-performing party through the use of alternate sources, workaround plans or other means, including disaster recovery plans. In such event, the non-performing party will be excused from any further performance or observance of the obligations(s) so affected for as long as such circumstances prevail and such party continues to use its best efforts to recommence performance or observance whenever and to whatever extent possible without delay provided such party promptly notifies the other party in writing of the inception of the excusable failure occurrence, and also of its abatement or cessation.

2. If any of the above enumerated circumstances substantially prevent, hinder, or delay performance of the services necessary for the performance of the State's functions for more than 14 consecutive days, and the State determines that performance is not likely to be resumed within a period of time that is satisfactory to the State in its reasonable discretion, then at the State's option, the State may procure the affected services from an alternate source, and the State shall not be liable for payments for the unperformed services under the Contract for so long as the delay in performance shall continue; (b) the State may cancel any portions of the Contract so affected and the charges payable thereunder shall be equitably adjusted to reflect those services



canceled; or (c) the Contract will be canceled without liability of the State to the Contractor as of the date. The Contractor will not have the right to any additional payments from the State as a result of any excusable failure occurrence or to payments for services not rendered as a result of the excusable failure condition. Defaults or delays in performance by the Contractor which are caused by acts or omissions of its subContractors will not relieve the Contractor of its obligations under the Contract except to the extent that a subContractor is itself subject to any excusable failure condition described above and the Contractor cannot reasonably circumvent the effect of the subContractor's default or delay in performance through the use of alternate sources, workaround plans or other means.

I-R MODIFICATION OF CONTRACT

The State reserves the right to add an item(s) that is not described on the item listing and is available from the Contract vendor. The item(s) may be included on the Contract, only if prior written approval has been granted by the Office of Purchasing.

In addition, the State reserves the right to modify the services during the course of this Contract. Such modification may include changing the locations to be serviced, additional locations to be serviced, method or manner of performance of the work, number of days service is to be performed, addition or deletion of tasks to be performed, and/or any other modifications deemed necessary. Any changes in pricing proposed by the Contractor resulting from the proposed changes are subject to acceptance by the State. Changes may be increases or decreases.

IN THE EVENT PRICES ARE NOT ACCEPTABLE TO THE STATE, THE CONTRACT SHALL BE SUBJECT TO COMPETITIVE BIDDING BASED UPON THE NEW SPECIFICATION.

I-S ASSIGNMENT

The Contractor shall not have the right to assign this Contract or to assign or delegate any of its duties or obligations under this Contract to any other party (whether by operation of law or otherwise), without the prior written consent of the State. Any purported assignment in violation of this Section shall be null and void. Further, the Contractor may not assign the right to receive money due under the Contract without the prior written consent of the State Purchasing Director.

I-T DELEGATION

The Contractor shall not delegate any duties or obligations under this Contract to a subContractor other than a subContractor named in the bid unless the State Purchasing Director has given written consent to the delegation.

I-U ENTIRE AGREEMENT

The Contract shall represent the entire agreement between the parties and supersedes all proposals or other prior agreements, oral or written, and all other communications between the parties relating to this subject.



I-V REVISIONS, CONSENTS AND APPROVALS

This **Contract** may not be modified, amended, extended, or augmented except by a writing executed by the parties hereto, and any breach or default by a party shall not be waived or released other than in writing signed by the other party.

I-W NO WAIVER OF DEFAULT

The failure of a party to insist upon strict adherence to any term of this **Contract** shall not be considered a waiver or deprive the party of the right thereafter to insist upon strict adherence to that term or any other term of the **Contract**.

I-X SEVERABILITY

Each provision of **Contract** shall be deemed to be severable from all other provisions of the **Contract** and, if one or more of the provisions of the **Contract** shall be declared invalid, the remaining provisions of the **Contract** shall remain in full force and effect.

I-Y GOVERNING LAW

This **Contract** shall in all respects be governed by, and construed in accordance with, the laws of the State of Michigan. Any dispute arising herein shall be resolved in the State of Michigan.

I-Z NON INFRINGEMENT/COMPLIANCE WITH LAWS

The Contractor warrants that in performing the services called for by this **Contract** it will not violate any applicable law, rule, or regulation, any **Contracts** with third parties, or any intellectual rights of any third party, including but not limited to, any United States patent, trademark, copyright, or trade secret.

I-AA NON-DISCRIMINATION CLAUSE

In the performance of this **Contract** or purchase order resulting herefrom, the Contractor agrees not to discriminate against any employee or applicant for employment, with respect to their hire, tenure, terms, conditions or privileges of employment, or any matter directly or indirectly related to employment, because of race, color, religion, national origin, ancestry, age, sex, height, weight, marital status, physical or mental disability unrelated to the individual's ability to perform the duties of the particular job or position. The Contractor further agrees that every sub**Contract** entered into for the performance of this **Contract** or purchase order resulting herefrom will contain a provision requiring non-discrimination in employment, as herein specified, binding upon each sub**Contractor**.

This covenant is required pursuant to the Elliot Larsen Civil Rights Act, 1976 Public Act 453, as amended, MCL 37.2201, *et seq*, and the Persons with Disabilities Civil Rights Act, 1976 Public Act 220, as amended, MCL 37.1101, *et seq*, and any breach thereof may be regarded as a material breach of the **Contract** or purchase order.



I-BB UNFAIR LABOR PRACTICES

Pursuant to 1980 Public Act 278, as amended, MCL 423.231, et seq, the State shall not award a Contract or subContract to an employer whose name appears in the current register of employers failing to correct an unfair labor practice compiled pursuant to Section 2 of the Act. A Contractor of the State, in relation to the Contract, shall not enter into a Contract with a subContractor, manufacturer, or supplier whose name appears in this register. Pursuant to Section 4 of 1980 Public Act 278, MCL 423.324, the State may void any Contract if, subsequent to award of the Contract, the name of the Contractor as an employer, or the name of the subContractor, manufacturer or supplier of the Contractor appears in the register.

I-CC CONTRACT DISTRIBUTION

The Office of Purchasing shall retain the sole right of Contract distribution to all State agencies and local units of government unless other arrangements are authorized by the Office of Purchasing.

I-DD TAXES

The State of Michigan is exempt from Federal Excise Tax, State or Local Sales Tax. Bid prices shall not include such taxes. Exemption Certificates for Federal Excise Tax will be furnished upon request.

I-EE USAGE REPORTING

The Contractor may be required to report the Contract usage by the State and/or local units of government. Such usage shall be reported quarterly and by item to the buyer in the Office of Purchasing, Department of Management and Budget.

I-FF SECURITY SCREENING

The Department/Agency reserves the right to screen for the purpose of security all employees of the Contractor who will work on State premises. The Contractor must replace any prospective employees who are found to constitute security risks. The State further reserves the right to recommend reassignment of personnel deemed unsatisfactory by the State. Such employees in either case, may not be assigned at any other State location.

I-GG PERFORMANCE REVIEWS

The Office of Purchasing shall review with the Contractor their performance under the Contract. Performance reviews shall be conducted quarterly, semi-annually or annually depending on the Contractor's past performance with the State. Performance reviews shall include, but not limited to, quality of products being delivered, timeliness of delivery, percentage of completion of orders, the amount of back orders, status of such orders, accuracy of billings, customer service, completion and submission of required paperwork, and other requirements of the Contract.



Upon a finding of poor performance, which has been documented by the Office of Purchasing, the Contractor shall be given an opportunity to respond and take corrective action. If corrective action is not taken in a reasonable amount of time as determined by the Office of Purchasing, the Contract may be cancelled for default

I-HH QUALITY ASSURANCE

The State reserves the right to periodically test products, which have been received to verify compliance with specifications. If laboratory analysis shows that the product does not meet specifications or fails to perform satisfactorily at any time, the Contractor shall be responsible for:

1. All costs of testing and laboratory analysis.
2. Disposal and/or replacement of all products which fail to meet specifications.
3. All costs of repair and/or replacement of equipment deemed to have been damaged by substandard products as determined by the State.

I-II MICHIGAN STATE INDUSTRIES

Michigan State Industries (MSI) provides valuable training opportunities for inmates at State Correctional facilities. State agencies are exempt from utilizing this contract if they would instead prefer to purchase similar items from MSI.

I-JJ RECYCLED CONTAINERS

The Contractor is encouraged to offer products packaged in containers using recovered materials suitable for the intended use. "Recovered Material" is defined as post-consumer waste (any products generated by a business or consumer which have served their intended end use, and which have been separated or diverted from solid waste for the purpose of collection, recycling, and disposition) and "secondary waste" (industrial by-products and wastes generated after completion of a manufacturing process that would normally not be reused).

I-KK RELATIONSHIP OF THE PARTIES (INDEPENDENT CONTRACTOR)

The relationship between the State and the Contractor is that of client and independent Contractor. No agent, employee, or servant of the Contractor or any of its subcontractors shall be or shall be deemed to be an employee, agent, or servant of the State for any reason. The Contractor will be solely and entirely responsible for its acts and the acts of its agents, employees, servants and subcontractors during the performance of this Contract.

I-LL SURVIVOR

Any provisions of the Contract that impose continuing obligations on the parties including, but not limited to the Contractor's indemnity and other obligations shall survive the expiration or cancellation of the Contract for any reason.



I-MM PREREQUISITES TO CONTRACTING

The Contractor is advised that all contracts/purchase orders in excess of \$250,000 must be approved by the State Administrative Board prior to final award. The decision of this Board is final.

I-NN PACKAGING

Unless otherwise stated, normal commercial packaging and packing will be acceptable, including blanket wrapping. All packing shall be adequate to protect the chairs from damage. Shipping containers shall be marked to show contents (model number), name of vendor, ordering agency, and purchase order number.

Packaging and containers, etc., shall be in accordance with supplier's commercial practice and shall meet the requirements of Department of Transportation and rail and motor carrier freight classifications in effect at time of shipment, which will permit application of the lowest freight rate.



**SECTION II
COMPANY / PRODUCT / SERVICES**

II-A CONTRACTOR INFORMATION

HAWORTH, INC. CONTACT PERSON(S):

NAME: Colleen Walter
 TITLE: Account Manager
 CELL PHONE: (517) 420-2450
 FAX: (517) 349-7201
 ADDRESS: 163 West Newman Road
Okemos, MI 48864
 E-MAIL: colleen.walter@haworth.com

NAME: Michael Vaughn
 TITLE: Central Region Sales Director
 PHONE: (248) 352-7800
 FAX: (248) 352-0193
 ADDRESS: 28411 Northwestern Hwy., Ste. 1200
Southfield, MI 48034
 E-MAIL: mike.vaughn@haworth.com

HAWORTH, INC. CUSTOMER SERVICE:

Indicated below is the Haworth customer service contact person and telephone number where agencies can call with general questions about orders already placed, scheduled ship dates, etc.

NAME: Doris Johnson
 TITLE: Major Acct. Specialist
 PHONE: (616) 393-4120
 FAX: (616) 396-9306
 ADDRESS: One Haworth Center
Holland, MI 49423
 E-MAIL: doris.johnson@haworth.com

PREFERRED DEALERSHIPS: Listed below are the Haworth Preferred Dealerships to service this contract.

ZONE 1 <i>For Projects South of Highway M-55</i>	ZONE 2 <i>For Projects North of Highway M-55 and the U.P.</i>
HAWORTH, INC. C/o DBI BUSINESS INTERIORS 912 E. Michigan Avenue Lansing, MI 48912	HAWORTH, INC. C/o INTERPHASE, INC.. 2636 Garfield Road, North Traverse City, MI 49686
NAME: <u>Larry Johnson</u>	NAME: <u>Pam Carney</u>
TITLE: <u>D.B.I. Sales Rep.</u>	TITLE: <u>Interphase Sales Rep.</u>
PHONE: <u>(517) 485 – 3200</u>	PHONE: <u>(231) 941 – 4454</u>
FAX: <u>(517) 485 – 3202</u>	FAX: <u>(231) 941 – 2252</u>
MOBIL: <u>(517) 290 – 1643</u>	
FEDERAL ID: <u>(2)38-6053093 (009)</u>	FEDERAL ID: <u>(2)38-6053093 (010)</u>
E-MAIL: larry.johnson@dbiyes.com	E-MAIL: pcarney@traverse.net

All PAYMENTS shall be made using the following Haworth Federal ID Number and Mail Code:

(2) 38-6053093 – (003)

Haworth, Inc.
P.O. Box 93237
Chicago, IL 60673-3237



II-B GENERAL ORDERING INFORMATION

When placing an order for a Haworth Contract Seating Product, the following information must be included on the State of Michigan Purchase Order/Contract Release:

1. Specify the **Quantity** for each Haworth Seating Product being purchased.
2. Specify the **Full Specification/Description and the 8 digit Haworth Product Number** for ALL Haworth Contract Seating Products ordered.
 - *The specific Haworth Product Specification/Description and the Product Number for all Contract Seating Products are available and listed in the attached Haworth Seating List Price Specification Guide, Dated November 2000.*
3. Specify the **Grade Fabric Color Name and Number** for each chair ordered. (*Refer to the Haworth Fabrics/Color Legend on pages 286 and 287 for available Grade fabric options in the attached Haworth Seating List Price Specification Guide, Dated November 2000.*)
4. Specify the **Shell/Trim Color Name and Number** for each chair ordered. (*Refer to the Haworth Finish/Color Legends on pages 280, 281 & 282 for available shell/trim color options in the attached Haworth Seating List Price Specification Guide, Dated November 2000.*)
5. Calculate the **STATE DISCOUNTED NET PRICE** and enter the calculated price in the unit price field when completing the Purchase Order/Contract Release. The **STATE DISCOUNTED NET PRICE** is based on the specific product List Price in the Haworth November 2000 List Price Specification Guide and applying the appropriate Percentage Discount Off List Price for that product. (*Refer to Sections II-F and II-G of this Contract for the discount structure and calculation instructions.*)
6. Include the specific **Agency Contact Person** and telephone number. Also, indicate on the order if you would like to be called 24 hours prior to delivery.
7. Include "**Bill To**" and "**Ship To**" addresses. Include STATE OF MICHIGAN in the "Ship To" address.
8. Include "**State of Michigan Contract No. 071B1001708**" on all Purchase Orders/Contract Releases.
9. All chairs come standard with a dual wheel style caster in order to allow the chair to roll easily on carpeted floors. However, a soft wheel style to allow the chair to roll easily on hard floors is also available (except on stools). **To order a chair with a hard floor caster instead of a carpet caster, change the seventh digit of the 8 digit Haworth Product Number from a 4 to a 2. Example: Change from A871-1041 to A871-1021**
10. If required, include a separate line item, using the specific commodity code, for **INSIDE DELIVERY AND INSTALLATION SERVICES**. (*Refer to Section II-H of this Contract for delivery services and pricing.*)
11. **ALL PURCHASE ORDERS/CONTRACT RELEASES MUST BE SIGNED.**



12. All Purchase Orders/Contract Releases issued against this contract are to be mailed to one of the two listed Haworth Preferred Dealerships only. Please note that State of Michigan Purchase Orders/Contract Releases for this contract are not to be mailed direct to Haworth, Inc. (Refer to Section II-A for Contractor Information and Purchase Order/Contract Release mailing addresses).

II-C CONTRACT SEATING PRODUCT OFFERING

Indicated below are the various Haworth Seating Product Lines that are covered under this Contract with recommended application ideas by Seating Type Category. (Refer to the attached Haworth Seating List Price Specification Guide, Dated November 2000 for product and list pricing detail).

SEATING TYPE CATEGORY	HAWORTH SEATING PRODUCT	HAWORTH SEATING PRODUCT	HAWORTH SEATING PRODUCT	HAWORTH SEATING PRODUCT
HIGHLY ERGONOMIC	IMPROV H.E.	TAS	ACCOLADE	
SIDE OR GUEST	IMPROV	TAS	SYSTEM 12	ZOOEY CHU
STACKABLE UPHOLSTERED	IMPROV	SYSTEM 12	ZOOEY CHU	
MANAGERIAL/ EXECUTIVE	MONACO	SYSTEM 58		
CONFERENCE ROOM	IMPROV	ACCOLADE	MONACO	
ERGONOMIC STOOLS	IMPROV	ACCOLADE		
RECEPTION / LOUNGE	GALLERIE	DENDHUR	TEMPO	
BIG & TALL	IMPROV H.E. XL			

II-D SEATING PRODUCT CATALOGS

The Contractor will be required to provide to the Office of Purchasing, at no additional cost to the State, product specification pricing catalogs and brochures for distribution to the State agencies for all seating products placed on Contract. The State may need up to 1,000 sets of these binders for distribution throughout the term of the Contract.



The Contractor will work with the State to develop a customized State of Michigan World Resource Web Site for future electronic distribution of all Contract product and pricing information to the State agencies.

II-E FABRIC AND TRIM COLOR SELECTION BINDERS

All Haworth Grade A, B, C, D and select E Fabric Color Selections are available on this Contract. State agencies are encouraged to contact the appropriate Haworth Preferred Dealership for obtaining specific Fabric and Trim Color Selections for their project.

The Contractor may be required to provide to the Office of Purchasing, at no additional cost to the State, additional Fabric and Trim Color Selection Binders for mailing and distribution to the State agencies. The State may need up to 1,000 sets of these binders for distribution throughout the term of the Contract.

II-F CONTRACT SEATING PRODUCT DISCOUNT STRUCTURE

Indicated below are the various Haworth Seating Product Lines available on this contract and the Percentage (%) Discounts Off the Manufacturer's Current Printed Seating List Price Specification Guide to be used to calculate the State Contract Net Price for each Haworth Seating Product ordered.

HAWORTH SEATING PRODUCT LINE	PERCENTAGE (%) DISCOUNT OFF LIST	PERCENTAGE (%) DISCOUNT OFF LIST	CONTRACT LINE ITEM
	<i>“STANDARD DELIVERY”</i>	<i>“QUICK SHIP”</i>	
ACCOLADE	73.0%	67.0%	001
IMPROV	73.0%	67.0%	002
TAS	73.0%	67.0%	003
SYSTEM 58	73.0%	67.0%	004
MONACO	73.0%	67.0%	005
SYSTEM 12	73.0%	67.0%	006
ZOOEY CHU	58.0%	52.0%	007
GALLERIE	58.0%	52.0%	008
DENDHUR	58.0%	52.0%	009
TEMPO	58.0%	52.0%	010



II-G HOW TO CALCULATE STATE DISCOUNTED NET PRICE

To manually calculate the correct STATE DISCOUNTED NET PRICE for Haworth seating product available on this Contract, the following formula examples may be used:

Product % Discount Example For Improv Series Seating

Product Number: M221-1742

Product Description: Improv Series High-Back Chair with Height Adjustable Arms, Polypropylene Shell and Standard Arms/Caps, **Grade A Fabric.**

Ship To Location: Lansing, Zone 1
Standard Delivery

Contract Discount Off List: 73.0 %

List Price: \$789.00

Discount Formula #1: \$789.00 x 73.0% = \$575.97; \$789.00 - \$575.97 = **\$213.03**

- OR -

Discount Formula #2: \$789.00 x 27.0% (100% - 73.0%) = **\$213.03**

STATE DISCOUNTED NET PRICE: \$213.03

PLEASE NOTE: If an agency is using a Haworth Dealer (DBI or Interphase) for specification of seating, the Haworth Dealer will calculate and provide to the agency a project SIF File consisting of: the list price, State discounted net price, percentage discount and a detailed item description for each product. It is recommended that the agency verify all information on the agency SIF file for accuracy.



II-H DELIVERY AND INSTALLATION SERVICES

STANDARD AND RUSH QUICK-SHIP DELIVERY PROGRAMS

The State requires both a Standard Delivery and a Rush Quick-Ship Delivery Program for this contract.

<p align="center">STANDARD DELIVERY <i>For ALL Seating Product Lines & Models offered on this Contract.</i></p>	<p align="center">RUSH QUICK-SHIP DELIVERY <i>For those Seating Models, Fabrics and Finishes available on the Haworth RUSH Program.</i></p>
<p>All seating product orders are to be delivered within forty-five (45) calendar days after receipt of a complete and accurate purchase order.</p>	<p>All seating product orders that are available on the Haworth RUSH QUICK-SHIP PROGRAM are to be delivered within fourteen (14) calendar days after receipt of a complete and accurate purchase order.</p> <p><i>Agency to refer to the Haworth November 2000 List Price Specification Guide for RUSH availability.</i></p>
<ul style="list-style-type: none"> • The Dealership will electronically submit the complete and accurate Purchase Order to Haworth, Inc. Delivery Lead Times will begin when Haworth receives the electronic order. • State Agencies requiring installation services where the chair shipment is going direct to the Dealership will be contacted by the Dealership to schedule delivery. 	

- All chairs are to be delivered completely assembled, unless otherwise specified by the State.
- All chairs are to be delivered directly to the Ship To Address, unless otherwise specified by the State.
- The minimum order for this Contract is: One (1) Chair
- Prices are “F.O.B. Delivered” with transportation charges prepaid on all orders to the State. “F.O.B. Delivered” constitutes the item being placed on the loading or receiving platform of the ordering agency’s delivery location. Other F.O.B. Terms will not be accepted.
- Unless requested otherwise, all chairs will be delivered in a box, fully assembled. However, agencies may request that their order be shipped “blanket wrapped”. When blanket wrapping is requested, the chair will still be delivered fully assembled to the loading dock in brand new condition ready to be used. However, there will be no boxes, unloading or unpacking required. All packing shall be adequate to protect the chairs from damage. Shipping containers shall be marked to show contents (model number), Name of vendor, ordering agency and Purchase Order number.



INSIDE DELIVERY AND INSTALLATION SERVICES

The State requires that Inside Delivery and Installation Services be furnished by the Contractor when requested by an ordering agency.

INSIDE DELIVERY (Contract Line Item 012 – Commodity Code 962-86-10)

Many State offices may not have the manpower or equipment to move chairs from the loading dock or street to the inside of the building. Therefore, Inside Delivery (unload the truck and set inside the door of the ordering agency building) **MUST** be furnished by the Contractor when specified by the ordering agency on the Purchase Order/Contract Release.

Indicated below are the additional charges for Inside Delivery, if the ordering agency is interested in having this service provided by the contractor for a delivery.

\$ 2.15 per hundred weight.
 \$ 19.00 minimum charge.
 \$ 234.00 maximum charge.

INSTALLATION SERVICES (Contract Line Item 011 – Commodity Code 962-46)

Many State offices may not have the manpower or equipment to install chairs. Therefore, Installation **MUST** be furnished by the Contractor when specified by the ordering agency on the Purchase Order/Contract Release.

Installation Services shall include: Unload the truck, uncrate the chair, place the chair in its desired location, make adjustments to allow the chair to be fully operational, *provide a “basic” overview of the ergonomic chair operations* and remove and dispose of all cartons and packing material.

Indicated below are the additional charges for Installation, if the ordering agency is interested in having this service provided by the contractor for a delivery.

Quantity Ordered (Total Number Of Chairs)	ZONE 1 Installation Charge (Per Chair)	ZONE 2 Installation Charge (Per Chair)
1 to 10	\$32.00	\$45.00
11 to 25	\$24.00	\$34.00
26 to 50	\$18.00	\$22.00
51 to 100	\$16.00	\$19.00
101 +	\$12.00	\$15.00

ZONE 1 is defined as those Michigan cities that are south of Michigan Highway #55.

ZONE 2 is defined as those Michigan cities that are north of Michigan Highway #55, including the Upper Peninsula.



II-I WARRANTY AND SERVICE

The warranties for the Haworth Seating Products on this Contract are indicated below:

Component	Single Shift (8 hours)	Double Shift (16 hours)	Triple Shift (24 hours)
Parts, Workmanship, and Pneumatic Control	10 years	5 years	3.3 years
Pneumatic Cylinder and Casters	5 years	2.5 years	1.7 years
Fabric	3 years	1.5 years	1 year

- Please note that all Labor required for warranty service work performed on the chairs on contract is included in all of the warranties described above.
- Indicated below are the Haworth Preferred Dealerships to contact to request warranty services to be performed.

ZONE 1 <i>For Service South of Highway M-55</i>	ZONE 2 <i>For Services North of Highway M-55 and the U.P.</i>
HAWORTH, INC. C/o DBI BUSINESS INTERIORS 912 E. Michigan Avenue Lansing, MI 48912	HAWORTH, INC. C/o INTERPHASE, INC.. 2636 Garfield Road, North Traverse City, MI 49686
NAME: Larry Johnson	NAME: Pam Carney
TITLE: D.B.I. Sales Rep.	TITLE: Interphase Sales Rep.
PHONE: (517) 485 – 3200	PHONE: (231) 941 – 4454
FAX: (517) 485 – 3202	FAX: (231) 941 – 2252
MOBIL: (517) 290 – 1643	
FEDERAL ID: (2)38-6053093 (009)	FEDERAL ID: (2)38-6053093 (010)
E-MAIL: larry.johnson@dbiyes.com	E-MAIL: pcarney@traverse.net

- Under normal circumstances, the maximum response time after notification of a chair problem will be 48 hours. Warranty and other service work will be performed on-site whenever possible. If repairs cannot be made on-site, the chair will be repaired at the Dealership. The maximum turn-around time for repairs is two (2) weeks. If, while under warranty, a chair cannot be repaired, a replacement chair will be provided. The defective chair will be returned to Haworth for evaluation. If a particular user may be without a chair for an extended period of time, due to warranty work, the user will be provided with a loaner chair at no additional cost to the State.



Attachment A
STATE OF MICHIGAN - AGENCY PROCUREMENT LIST (Revised 07/20/01)

AGENCY AND ADDRESS	CONTACT TELEPHONE
AGRICULTURE, Dept. of P.O. Box 30017, 525 W. Ottawa Lansing, MI 48909	Marcia Maxwell (517) 373-9792 Jon Henker 373-9791
Michigan State Fair Exposition Center 1120 W. State Fair, Detroit, MI 48203	Tim Jenkins (313) 369-8231
ATTORNEY GENERAL, OFFICE OF THE P.O. Box 30212, 525 W. Ottawa Lansing, MI 48909	Cindy Fournier (517) 335-0722
AUDITOR GENERAL, OFFICE OF THE 201 N. Washington Square Lansing, MI 48933	Suzanne Kinney (517) 334-8060 Ext. 350
CAREER DEVELOPMENT, Dept. Victor Bldg., 7 th Floor 201 N. Washington Square Lansing, MI 48913	Carolyn Upshaw-Royal(517) 335-1836 Carol Warfle 335-5804 Debbie Smith 373-7791 Linda Hilliard-Cummings 241-5987
Michigan Career & Technical Institute 11611 West Pine Ave., Plainwell, MI 49080	Leslie C. Ray (616) 664-9210
CIVIL RIGHTS, Dept. of 1200 Sixth Street Detroit, MI 48226	Carl Dendrinis (313) 256-1318
CIVIL SERVICE, Dept. of 400 S. Pine Lansing, MI 48909	Sue Burnett (517) 373-8399 Sue Morrison 335-0317
COMMUNITY HEALTH, Dept. of Budget Division 4 th Floor, Cass Bldg. Lansing, MI 48909	Lynn Strong/Jane Bitsicas 241-0134 Tamara Reed 241-2832 Sharon St. Arno 241-3784
Commodity Purchasing Office 1 st Floor, Cass Bldg. Lansing, MI 48909	Beth Kinsey (517) 335-9388 Shirley Martin (517) 241-2305
Caro Center * 2000 Chambers Rd, Caro, MI 48723-9296	Pat Gettel (517) 673-3191 Ext. 445
Center for Forensic Psychiatry P.O. Box 2060, Ann Arbor, MI 48106	Beth McKellen (734) 429-2531 Ext. 531
Hawthorn Center 18471 Haggerty Road, Northville, MI 48167	Nadine Merriman (248) 349-3000 Ext. 233



AGENCY AND ADDRESS	CONTACT TELEPHONE	
Huron Valley Center 3511 Bemis Road, Ypsilanti, MI 48197	Dee Proctor	(734) 434-3899
Kalamazoo Psychiatric Hospital 1312 Oakland Drive, Kalamazoo, MI 49008	Pam Butler	(616) 337-3047
Mt. Pleasant Center * 1400 W. Pickard, Mt. Pleasant, MI 48858	Robert Kampf	(517) 773-7921 Ext. 2370
Northville Psychiatric Hospital 41001 W. 7 Mile Road, Northville, MI 48167	Cary Whipple Dennis LeBlanc	(248) 349-1800 Ext. 2101 Ext. 2102
Walter P. Reuther Psychiatric Hospital 30901 Palmer Road, Westland, MI 48186	Sharon Stain	(734) 367-8409
Southgate Regional Center * 16700 Pennsylvania Rd, Southgate, MI 48195	Pamela Mason	(734) 324-4156 Ext. 156
CONSUMER & INDUSTRY SERVICES, Dept. of P. O. Box 30004 Lansing, MI 48909	Cheryl Lane JoAnn Roush Barb Edmonds Karin Eirosius	(517) 373-3847 241-0133 335-1978 335-1967
Unemployment Agency 105 W. Allegan, Lower Level, Lansing, MI 48913	Sheila Murff	(313) 876-5649
Funds Administration 7201 W. Saginaw, Ste. 110, Lansing, MI 48917	Dennis Morrill	(517) 241-8999
CORRECTIONS, Dept. Central Procurement Office Grandview Plaza, Lansing, MI 48909	Cindy Hurst Marsha Stansfield John Knopp	(517) 373-4447 335-2889 335-4904
<u>Adrian Temporary Facility</u>		
(See Gus Harrison Regional Facility)		
Alger Maximum Facility * P.O. Box 600, Munising, MI 49862	Barb Beacham	(906) 387-5000 Ext. 1144
Baraga Maximum Facility * 310 Wadaga, R#1, Bx. 55, Baraga, MI 49908	Dawn Vanwagner	(906) 353-7070 Ext. 1152
E. C. Brooks Correctional Facility * 2500 S. Sheridan Drive Muskegon, MI 49444	Chris Devoogd Debbie Hanks	(213) 773-0029 773-0022
Carson City Regional/Temporary Facilities * 10522 Boyer, Carson City, MI 48811	Pam Silverthorn Brian Goerge	(517) 584-3941 Ext. 6107 Ext. 6108
Chippewa Correctional Facility * 4387 W. M-80, Kincheloe, MI 49784	Rich Cottle	(906) 495-2275 Ext. 3117



AGENCY AND ADDRESS	CONTACT TELEPHONE	
Chippewa Temporary Correctional Facility 4535 W. Tone Road, Kincheloe, MI 49785	Rich Cottle	(906) 495-2275 Ext. 3117
G. Robert Cotton Facility (see State Prison of Southern Michigan)		
Florence Crane Women's Facility * 38 Fourth Street, Coldwater, MI 49036	Ron LaBelle	(517) 279-9165 Ext. 1217
Charles Egeler Correctional Facility (see State Prison of Southern Michigan)		
Handlon Michigan Training Unit P.O. Box 492, Ionia, MI 48846	Linda Brice	(616) 527-6331 Ext. 221
Gus Harrison Regional Facility * PO Box 1888-2727 E. Beecher, Adrian, MI 49221	B. Schoolmaster	(517) 265-3900 Ext. 3110
Huron Valley Men's Facility 3201 Bemis Road, Ypsilanti, MI 48197	Cathy Judkins	(734) 572-1598
Ionia Maximum Correctional Facility 1576 W. Bluewater Highway, Ionia, MI 48846	Norma Sage	(616) 527-6331 Ext. 226
Ionia Temporary Facility (see Riverside Correctional Facility)	Jan Major	(616) 547-0110 Ext. 380
Kinross/Hiawatha Correctional Facilities * 5086 Tone Road, Kincheloe, MI 49788	Chuck Bergman, Ruth Paquin,	(906) 495-2282 Ext. 4228 Ext. 4292
Lakeland Correctional Facility * 38 Fourth Street, Coldwater, MI 49036	Ron LaBelle	(517) 279-9165 Ext. 166
Macomb Regional Correctional Facility * 34625 26 Mile Road, New Haven, MI 48048	Tawana Brooks	(810) 749-4900 Ext. 154
Marquette Branch Prison * 1960 US 41 Hwy S., Marquette, MI 49855	Dave Rice	(906) 226-6532 Ext. 348
Michigan Reformatory 1342 W. Main Street, Ionia, MI 48846	Cyndi Marshall	(616) 527-2500 Ext. 209
Michigan State Industries 5656 S. Cedar, Lansing, MI 48911-3809	Grazina Giroux	(517) 373-3887
Mid-MI Temporary Correctional Facility * 8201 N. Crosswell Road, St. Louis, MI 48880	Nancy Michaels	(517) 681-7008
Mound Regional Facility * 17600 Ryan Road, Detroit, MI 48212	Rochelle Comer	(313) 368-8300 Ext. 2114
Muskegon Correctional Facility 2400 S. Sheridan Dr., Muskegon, MI 49442	Kathy Ayotte	(213) 773-3201 Ext. 224
Muskegon Temporary Facility 2500 S. Sheridan Dr., Muskegon, MI 49444	Chris Devoogd Debbie Hanks	(213) 773-0029 773-0022



AGENCY AND ADDRESS	CONTACT TELEPHONE
Newberry Correctional Facility * 3001 Newberry Ave., Newberry, MI 49868	Jody Mark (906) 293-0003
Oaks Correctional Facility * P.O. Box 38, Eastlake, MI 49626	Sharol Zimmerman (616) 723-8272 Ext. 1056
Ojibway Correctional Facility * P.O. Box 236, Marenisco, MI 49947	Jean Balduc (906) 787-2217 Ext. 114
Pine River Correctional * 320 N. Hubbard, St. Louis, MI 48880	Bonnie Compton (517) 681-8001
Pugsley Correctional Facility * 7401 Walton Road Kingsley, MI 49649	Sue Ellen Walter (231) 263-5253
Riverside Correctional Facility 777 W. Riverside Drive, Ionia, MI 48846	Jan Major (616) 527-0110 Ext. 380
Ryan Correctional Facility 17600 Ryan Road, Detroit, MI 48212	Lisa Porter (313) 368-3200 Ext. 1123
Saginaw Correctional Facility * 9625 Pierce Road, Freeland, MI 48623	J. Stone-Wallace (517) 695-9880 Ext. 1136
St. Louis Correctional Facility* 8585 N. Crosswell Road, St. Louis, MI 48880	Nancy Michaels (517) 681-6444
Scott Regional Facility 47500 Five Mile Rd., Plymouth, MI 48170	Jean Woolridge (734) 459-7400 Ext. 229
Special Alternative Incarceration 18901 Waterloo Rd. Chelsea, MI 48118	Cheryl Daugherty (734) 475-1368 Ext. 342
Standish Maximum Facility * 4713 W. M-61, Standish, MI 48658	Sherry Payton (517) 846-7000 Ext. 1149
State Prison of Southern Michigan 4000 Cooper Str., Jackson, MI 49201	Renard Marshall (517) 780-6101 Carol Brownlee 780-6102 Sandi Fairbanks 780-6104
Thumb Correctional Facility * 3225 John Conley Dr., Lapeer, Mi 48446	Donna Jones (810) 667-2045 Ext. 239
Western Wayne Correctional Facility 48401 Five Mile Rd., Plymouth, MI 48170	Cathy Carr (313) 459-2500 Ext. 230

Corrections Camp Program Directory

Camp Branch * 19 Fourth Street Coldwater, MI 49036	Camp Brighton * P.O. Box 200 Pinckney, MI 48169	Camp Cusino * HCR Space One, Box 120 Shingleton, MI 49884	Camp Kitwin * M-26 South, P.O. Box 7 Painesdale, MI 49955
Camp Koehler * 16463 S. Huggin Rd. Kincheloe, MI 49788	Camp Ottawa * 216 Gendron Road Pellston, MI 49769	Camp Pellston* Route #1 Pellston, MI 49769	Camp Sauble * 4058 E. Freesoil Rd. Freesoil, MI 49411



AGENCY AND ADDRESS

**CONTACT
TELEPHONE**

Corrections Camp Program Directory (continued)

Camp Tuscola * 2420 Chambers Rd. Caro, MI 48723	Camp Lehman * 4282 Hartwick Pines Rd. Grayling, MI 49738	Camp Manistique * 401 N. Maple Street Manistique, MI 49854	Camp Waterloo* 6000 Maute Road Grass Lake, MI 49240
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Camp Cassidy Lake *
18901 Waterloo Rd.
Chelsea, MI 48118

COURT OF APPEALS

109 W. Michigan Ave., P.O. Box 30022
Lansing, MI 48909-7522

James Selleck (517) 373-5978

EDUCATION, Dept. of

Financial Mgmt. & Administrative Services
4th Floor, Hannah Bldg.
Lansing, MI 48909

Mary Beckwith (517) 373-3823

School for the Deaf and Blind *

W. Court at Miller Road, Flint, MI 48503

Alex Davlantes (810) 257-1460
Cathleen St. James
257-1472

ENVIRONMENTAL QUALITY, Dept. of

4th Floor, Knapps Centre, P.O. Box 30666
Lansing, MI 48909-8166

Nancy Shreve (517) 241-7996
Angela Williams 241-7997
Michael Waldron 241-7107

FAMILY INDEPENDENCE AGENCY

235 S. Grand Ave., Ste. 1205
P.O. Box 30037, Lansing, MI 48909

Don Bos (517) 335-3746
Patrick Vaughan 335-4008
Rita Hotchkin 335-4005
Diane Allen 373-6478
Dan Shuler 335-6300
Helen Rustad 335-4000
Cleavelt Patterson 335-7738
Miriam Elias-Norris 335-6254
Ginny Flynn 335-4007
Beth Knapp 335-4003
Judy Unrath 373-4108
Marie Dimitrijevic 335-4004

All Printing Contracts Only

Nancy Fleming (517) 373-6716

MI Commission for the Blind

1541 Oakland Drive, Kalamazoo, MI 49008

Melody Lindsey (616) 337-3852
Linda Cochran 337-3848

Contacts for the following agencies should be made
through Family Independence Agency - Central Office

Adrian Training School *

P. O. Box 218
Adrian, MI 49221

Arbor Heights Center

1447 Washington Heights
Ann Arbor, MI 48104

Bay Pines Center *

2425 N. 30th Street
Escanaba, MI 49829

Genesee Valley Regional Ctr

4287 W. Pasadena
Flint, MI 48504

W.J. Maxey Boys' Training School Nokomis Challenge Center

P. O. Box 349
Whitmore Lake, MI 48189

6300 S. Reserve Road, #G
Prudenville, MI 48651



AGENCY AND ADDRESS

**CONTACT
TELEPHONE**

Shawano Center *

10 Howes Lake Road
Grayling, MI 49738

HOUSE OF REPRESENTATIVES, MICHIGAN

House Financial Operations, Romney Bldg.
10th Floor, Lansing, MI 48933

Rachel Francis (517) 373-5749

LEGISLATIVE SERVICE BUREAU

124 W. Allegan, Lansing, MI 48913

Dennis McCants (517) 373-0170

LIBRARY OF MICHIGAN

717 W. Allegan, Lansing, MI 48915

Lisa Vanostran (517) 373-1293

MANAGEMENT AND BUDGET, Dept. of

P.O. Box 30026, Lansing, MI 48909

Natalie Spaniolo (517) 373-3696

Materials Management Services

7285 Parsons Drive, Lansing, MI 48913

Dick Hauser (517) 322-1901

MI ECONOMIC DEVELOPMENT CORP.

Victor Office Center, 7th Floor
201 N. Washington Square
Lansing, MI 48933-1323

Peter Morse (517) 335-5809
Cindy Blasius 241-1273

MILITARY & VETERANS' AFFAIRS, Dept. of

2500 S. Washington, Lansing, MI 48913

Carol Kitchin (517) 483-5663
Sandy Wentworth 483-5803
Jim Schleicher 483-5658

Grand Rapids Home for Veterans

3000 Monroe Ave. Grand Rapids, MI 49505

Wayne Postmus (616) 364-5309
Doug Wagenborg 364-5305

D. J. Jacobetti Home for Veterans *

425 Fisher Street, Marquette, Mi 49855

Joe Miller (906) 226-3576 Ext. 351

NATURAL RESOURCES, Dept. of

P.O. Box 30028, Lansing, MI 48909

David Grimm (517) 373-1186
Sharon Walenga-Maynard
Kris Squibb 373-7987
Patrick Avendt 241-4330
Brenda Mikula 275-5151
Laurie Beauchamp (906) 228-6561

STATE, Dept. of

Purchasing & Contracts Section
124 W. Allegan, 2nd Floor
Lansing, MI 48918-14444

Betty Nixon (517) 373-2572
Karen Phelan 373-2571
Barbara Mazner 335-2754
David Smith 335-2756

STATE COURT ADMINISTRATIVE OFFICE

American Center Bldg.
27777 Franklin Rd-Ste. 1300 Southfield 48034

Mark Dobek (810) 352-8990

STATE LOTTERY, BUREAU OF

101 E. Hillsdale, Lansing, MI 48913

Karen Wesley (517) 335-5686
Randi Veneman 335-5680



AGENCY AND ADDRESS	CONTACT TELEPHONE	
STATE POLICE, Dept. of 714 S. Harrison Road, E. Lansing, MI 48823	Marcia Rademacher Steve Abbey Donna Bessey	(517) 336-6128 336-6129 336-6342
TRANSPORTATION, Dept of Purchasing Unit 425 W. Ottawa, 4th Floor, Lansing, MI 48909	Charles Whiteside Rick Dolan	(517) 373-2131 335-2507
Central Warehouse	Judy Erickson	(517) 322-5559
Mackinac Bridge Authority * 333 I-75, St. Ignace, MI 49781	John Rintamaki	(906) 643-7600
International Bridge Authority * P.O. Box 317, 934 Bridge Plaza Sault Ste. Marie, MI 49783	Neal A. Godby	(906) 635-5255
TREASURY, Dept. of Treasury Building, 3rd Floor Lansing, MI 48933	Bruce Hanses Colleen Horstmyer	(517) 335-0967 373-4760
Gaming Control Board 1500 Abbott Road, East Lansing, MI 48823	Marina Kotsifis LeAnn Droste	(517) 324-8250 (517) 351-2758

* indicates U.S. mail

Issued By: State of Michigan
 Department of Management & Budget
 Office of Purchasing
 530 W. Allegan Street
 Lansing, MI 48933
 (517) 335-0230