SUBJECT: Approval to purchase new furniture for the Novi Police Department Training Center from ISCG Inc., in the amount of $44,501.25 based on State of Michigan MiDeal cooperative purchasing program.

SUBMITTING DEPARTMENT: Integrated Solutions Team- Facilities Management

CITY MANAGER APPROVAL:

<table>
<thead>
<tr>
<th>EXPENDITURE REQUIRED</th>
<th>$44,501.25</th>
</tr>
</thead>
<tbody>
<tr>
<td>AMOUNT BUDGETED</td>
<td>$44,502</td>
</tr>
<tr>
<td>APPROPRIATION REQUIRED</td>
<td>None</td>
</tr>
<tr>
<td>LINE ITEM NUMBER</td>
<td>101-301.00-740.200 ($43,825)</td>
</tr>
</tbody>
</table>

BACKGROUND INFORMATION:

Included in the Adopted FY 2017-18 Budget were funds to replace the furniture in the Novi Police Department Training Center Emergency Operation Center (EOC). The training center at The Police Department serves as the City’s EOC and a critical training facility for staff, citizens, and local agencies. The current furniture in the facility is outdated and is well past current industry standards. The proposed furniture and design will allow the best use of the space to provide staff a better learning environment.

The tables and chairs proposed are manufactured by Haworth from their Jive-Very series. We anticipate the installation to be completed early September.

The pricing is based on the State of Michigan (MiDeal) cooperative purchasing contract. Plans and photographs of the furniture are attached.

RECOMMENDED ACTION: Approval to purchase new furniture for the Novi Police Department Training Center from ISCG Inc., in the amount of $44,501.25 based on State of Michigan MiDeal cooperative Purchasing program.
STATE OF MICHIGAN
ENTERPRISE PROCUREMENT
Department of Technology, Management, and Budget
525 W. ALLEGAN ST., LANSING, MICHIGAN 48913
P.O. BOX 30026 LANSING, MICHIGAN 48909

CONTRACT CHANGE NOTICE
Change Notice Number 1
to
Contract Number 071B7700023

Haworth Inc.
One Haworth Center
Holland, MI 49423
Phyllis Rietberg
517-719-6172
phyllis.rietberg@haworth.com

Curt Myers
DTMB
517-284-7938
myersc@michigan.gov

Joy Nakfoor
DTMB
(517) 284-7042
nakfoorj@michigan.gov

CONTRACT SUMMARY
MODULAR OFFICE SYSTEMS
INITIAL EFFECTIVE DATE | INITIAL EXPIRATION DATE | INITIAL AVAILABLE OPTIONS | EXPIRATION DATE BEFORE CHANGE(S) NOTED BELOW
October 1, 2016 | September 30, 2019 | 2 - 1 Year | September 30, 2019

PAYMENT TERMS
DELIVERY TIMEFRAME

ALTERNATE PAYMENT OPTIONS
□ P-Card □ Direct Voucher (DV) □ Other □ Yes □ No

EXTENDED PURCHASING

MINIMUM DELIVERY REQUIREMENTS

DESCRIPTION OF CHANGE NOTICE

□ | NO EXTENSION | NO EXTENSION | NO EXTENSION | September 30, 2019

CURRENT VALUE | VALUE OF CHANGE NOTICE | ESTIMATED AGGREGATE CONTRACT VALUE
$21,000,000.00 | $0.00 | $21,000,000.00

DESCRIPTION

Effective 3/17/17, the following amendments are hereby incorporated into the contract:

Schedule B - Amendment 1 has been added to update wage rates by county and to add a minimum delivery fee as denoted.

Section 8.3 has been revised to read as follows:
Design Services including consultation, design, reconfiguration and layout services must be made available at a contracted not-to-exceed hourly rate or a project specific lump sum amount agreed prior to commencement of design. Design work must be consistent with current State of Michigan space standards. Approved services for each project must be estimated on a not-to-exceed hourly basis and with completion date commitment identified for each project. Not to exceed labor estimates for design and programming must be provided by the Contractor within 3 business days of request.

Section 9.1 iv b has been revised to read as follows:
b. Warranty Service - The Contractor must provide warranty service response within forty-eight (48) hours of the State request. Provide service or product requirements within ten (10) business days of determination of need unless mutually agreed upon by
the Contractor and the State. Schedule all services so as not to interfere with activities within space, at no charge to the State.

1. Failure to provide warranty service response within forty-eight (48) hours of the State request will result in an account credit of $500 upon approval from the contract administrator and the program manager.
2. Failure to provide service or product requirements within ten (10) business days of determination of need unless mutually agreed upon by the Contractor and the State will result in an account credit of $1,000 upon approval from the contract administrator and the program manager.

All other terms, conditions, specifications and pricing remain the same. Per contractor proposal and agency agreement, and DTMB Procurement approval.
## Schedule B - Amendment 1 Pricing

<table>
<thead>
<tr>
<th>Product Group</th>
<th>Percent Off List</th>
<th>Published Catalog Price Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Unigroup, UniGroup Too, Places Systems, Adaptable Components</td>
<td>84.50%</td>
<td>June 2015</td>
</tr>
<tr>
<td>If Systems, Race</td>
<td>51%</td>
<td>June 2015</td>
</tr>
<tr>
<td>Premise Systems, Compose Systems</td>
<td>60.50%</td>
<td>June 2015</td>
</tr>
<tr>
<td>950 Files</td>
<td>66%</td>
<td>June 2015</td>
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<tr>
<td>X Series Files &amp; Casegoods, X Series Pedestals</td>
<td>77.5%</td>
<td>June 2015</td>
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<td>V Series Files and Pedestals, Beside Storage</td>
<td>65.0%</td>
<td>June 2015</td>
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<tr>
<td>Places Wood Casegoods</td>
<td>52%</td>
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<td>Orlando, Orlando LS, Vancouver, Tripoli, York Masters</td>
<td>52%</td>
<td>June 2015</td>
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<tr>
<td>Kinetics, Tactics, Planes, Compose Wood, Tempo</td>
<td>66%</td>
<td>June 2015</td>
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<tr>
<td>Jump, Jive, Swivel, Hop</td>
<td>58%</td>
<td>2016</td>
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<tr>
<td>Enclose</td>
<td>55%</td>
<td>June 2015</td>
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<tr>
<td>Intuity, A Series Storage, Jump Stuff, Boogie Board, Belong</td>
<td>58%</td>
<td>June 2015</td>
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<tr>
<td>Technology Products including Workware</td>
<td>58%</td>
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<tr>
<td>Patters, Reside Deskng</td>
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<tr>
<td>Ergotron Ergonomic Tools</td>
<td>40%</td>
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*Pricing includes delivery*

### PROGRAMMING AND DESIGN SERVICES FOR PROJECTS UTILIZING ONLY NEW PRODUCT

<table>
<thead>
<tr>
<th>Projects totaling less than $100,000</th>
<th>4% OF PURCHASE PRICE OF NEW PRODUCT</th>
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</thead>
<tbody>
<tr>
<td>Projects Totaling more than $100,000</td>
<td>3% OF PURCHASE PRICE OF NEW PRODUCT</td>
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### PROGRAMMING SERVICES FOR EXISTING STATE PRODUCT

<table>
<thead>
<tr>
<th>APPLICATION: PROGRAMMING SERVICES FEES CHARGED TO STATE, PER NET USABLE SQUARE FOOT, BY PROJECT SIZE</th>
<th>$ PER NET USABLE SQUARE FOOT</th>
<th>$24 PER HOUR</th>
</tr>
</thead>
<tbody>
<tr>
<td>Up to 10,000 square feet</td>
<td>$ 0.15</td>
<td></td>
</tr>
<tr>
<td>10,001 to 25,000 square feet</td>
<td>$ 0.15</td>
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</tr>
<tr>
<td>25,001 to 50,000 square feet</td>
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</tr>
<tr>
<td>50,001 to 100,000 square feet</td>
<td>$ 0.15</td>
<td></td>
</tr>
<tr>
<td>100,001 square feet and above</td>
<td>$ 0.15</td>
<td></td>
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</table>
STATE OF MICHIGAN
ENTERPRISE PROCUREMENT
Department of Technology, Management, and Budget
525 W. Allegan, Lansing MI 48913
P.O. Box 30025, Lansing, MI 48909

NOTICE OF CONTRACT

CONTRACT NO. **071B7700023**

between

THE STATE OF MICHIGAN

and

**CONTRACTOR**

<table>
<thead>
<tr>
<th>Haworth Inc.</th>
<th>Curt Myers</th>
<th>DTMB</th>
</tr>
</thead>
<tbody>
<tr>
<td>One Haworth Center</td>
<td>517-284-7938</td>
<td></td>
</tr>
<tr>
<td>Holland, MI 49423</td>
<td><a href="mailto:myersc@michigan.gov">myersc@michigan.gov</a></td>
<td></td>
</tr>
<tr>
<td>Phyllis Rietberg</td>
<td>Jared Ambrosier</td>
<td>DTMB</td>
</tr>
<tr>
<td>517-7196172</td>
<td>517-284-7938</td>
<td></td>
</tr>
<tr>
<td><a href="mailto:phyllis.rietberg@haworth.com">phyllis.rietberg@haworth.com</a></td>
<td><a href="mailto:ambrosierj@michigan.gov">ambrosierj@michigan.gov</a></td>
<td></td>
</tr>
<tr>
<td>3093</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**STATE**

**CONTRACT SUMMARY**

**DESCRIPTION:** Modular Office Systems Furniture, including Programming, Design, Installation, Refurbishment Services

<table>
<thead>
<tr>
<th>INITIAL EFFECTIVE DATE</th>
<th>INITIAL EXPIRATION DATE</th>
<th>INITIAL AVAILABLE OPTIONS</th>
<th>EXPIRATION DATE BEFORE CHANGE(S) NOTED BELOW</th>
</tr>
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<tbody>
<tr>
<td>October 1, 2016</td>
<td>September 30, 2019</td>
<td>2, one year</td>
<td>September 30, 2019</td>
</tr>
</tbody>
</table>

**PAYMENT TERMS**

Net 45

**DELIVERY TIMEFRAME**

N/A

**ALTERNATE PAYMENT OPTIONS**

- [ ] P-card
- [ ] Direct Voucher (DV)
- [x] Other
- [ ] Yes
- [ ] No

**MINIMUM DELIVERY REQUIREMENTS**

N/A

**MISCELLANEOUS INFORMATION**

N/a

**ESTIMATED CONTRACT VALUE AT TIME OF EXECUTION**

$21,000,000.00
NOTICE OF CONTRACT

NOTICE OF CONTRACT NO. 071B7700074
between
THE STATE OF MICHIGAN
and

CONTRACTOR: Haworth Inc.
One Haworth Center
Holland, MI 49423
Phyllis Rietberg
616-393-1083
phyllis.rietberg@haworth.com
3093

STATE: Curt Myers
DTMB
517-284-7938
myersc@michigan.gov
Joy Nakfoor
DTMB
517-284-7042
NakfoorJ@michigan.gov

CONTRACT SUMMARY

DESCRIPTION: Ergonomic and General Office Seating - Statewide

<table>
<thead>
<tr>
<th>INITIAL EFFECTIVE DATE</th>
<th>INITIAL EXPIRATION DATE</th>
<th>INITIAL AVAILABLE OPTIONS</th>
<th>EXPIRATION DATE BEFORE CHANGE(S) NOTED BELOW</th>
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<tbody>
<tr>
<td>1/1/17</td>
<td>12/30/21</td>
<td>2, 1 year</td>
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</table>

PAYMENT TERMS
Net 45
DELIVERY TIMEFRAME
45 business days

ALTERNATE PAYMENT OPTIONS
- P-card
- Direct Voucher (DV)
- Other
- Yes
- No

MINIMUM DELIVERY REQUIREMENTS
N/A

MISCELLANEOUS INFORMATION
N/A

ESTIMATED CONTRACT VALUE AT TIME OF EXECUTION
$8,389,037.32

Version (4/2016)
PROPOSAL FOR:
CITY OF NOVI
45175 W. 10 MILE RD.
NOVI, MI 48375

INSTALL AT:
CITY OF NOVI
45175 W. 10 MILE RD.
NOVI, MI 48375

COST CENTER:

SALESPERSON: JOEL MILLER
CLIENT: 10030

<table>
<thead>
<tr>
<th>#</th>
<th>QTY</th>
<th>PRODUCT</th>
<th>DESCRIPTION</th>
<th>SELL</th>
<th>EXTENDED</th>
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<tr>
<td>1</td>
<td>38</td>
<td>WURA-2484-L</td>
<td>Haworth, Rect, 25Dx84W, Lam, Flipped Table on Zoey T Leg Base, Premium Caster</td>
<td>505.00</td>
<td>19,190.00</td>
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<td></td>
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<td>JSC</td>
<td>, H-- UNDECIDED GRD A</td>
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<td>2</td>
<td>105</td>
<td>SCM-24-01E</td>
<td>Very Seminar, ENH, Fab Seat, Plstc Bk, Armless, Hd Csts, TELLURE GRD A</td>
<td>217.25</td>
<td>22,811.25</td>
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<td>, TR-- UNDECIDED COLOR GRD A</td>
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<td></td>
</tr>
<tr>
<td>3</td>
<td>1</td>
<td>LABOR</td>
<td>RECEIVE, DELIVER AND INSTALL.</td>
<td>2,500.00</td>
<td>2,500.00</td>
</tr>
</tbody>
</table>

Thank you for the opportunity to quote on your requirements.

DEPOSIT REQUIRED 0.00

SUBTOTAL....: 44,501.25

ACCEPTED BY

DATE ACCEPTED

TOTAL....: 44,501.25
TERMS AND CONDITIONS

1. This Proposal is not binding unless signed, returned to, and accepted by, INTERIOR SYSTEMS CONTRACT GROUP INC. (DBA "iscg").

2. The Buyer agrees to provide credit information if requested by iscg. iscg reserves the right to modify the terms of this Proposal, including deposit requirements, based on the financial information obtained.

3. The Buyer warrants that the credit application and other financial statements submitted to iscg are true and correct.

4. This order may not be changed or canceled unless agreed to by the Buyer and the CEO or President, of iscg, in writing. If canceled, the Buyer remains responsible for all costs incurred for design, re-stocking and other order specific charges.

5. All applicable taxes will be added at invoicing, unless included in the Proposal, and are the responsibility of the Buyer.

6. The Buyer agrees to pay iscg within 30 days of invoice date. Should Buyer be unable to accept delivery when iscg receives product, Buyer agrees to be invoiced for the total, with 90% of that total to be paid in 30 days. The balance will be paid 10 days after delivery. Payment in full is required on all delivered product; payment for missing or damaged product only may be withheld until problem is resolved or product replacement is delivered. iscg will warehouse for 30 days at no charge, thereafter a monthly charge will be incurred, based upon square footage used.

7. In the event construction delays or other causes not within iscg's control force postponement of the delivery and/or installation, the merchandise can be stored until installation can take place and will be considered accepted by the Buyer for purposes of payment. The Buyer agrees to pay any storage charges incurred.

8. When partial deliveries are made, the Buyer will be invoiced for merchandise delivered. No payment shall be withheld by Buyer because of partial delivery on the entire order.

9. Delivery and installation will be made during normal business hours utilizing non-union labor. Buyer agrees to pay any additional charges for labor costs resulting from overtime work, and/or union labor, performed at the Buyer's request.

10. iscg will charge interest at the rate of 18% per annum (or the maximum rate permitted by law) on all past due accounts.

11. Buyer grants a security interest in the merchandise described in this Proposal until payment has been received in full. Buyer agrees to protect iscg's title and to keep merchandise free and clear of all claims and liens until iscg has been paid in full.

12. iscg is authorized to file a UCC-1 to further protect its security interest in any unpaid merchandise.

13. iscg will use its best effort to obtain all products within the manufacturer's posted lead time. Buyer understands and agrees that iscg is not responsible for a manufacturer's inability to meet their estimated or expected ship dates. There is no offset, or other price reduction, due to a manufacturer delay.

14. Buyer must keep the job site free and clear of debris before and during the installation. Hoisting or elevator service and adequate facilities for offloading, staging, moving, and handling of merchandise must be provided by the Buyer and without charge to iscg. The Buyer is also responsible for securing all necessary building permits and licenses.

15. Buyer shall be solely responsible for any damage to or loss of merchandise after delivery. Until all amounts due to iscg have been paid in full, Buyer shall maintain in force a policy of fire and extended coverage insurance on all merchandise for its full value and with loss payable to iscg. Upon request, Buyer shall furnish iscg with Certificate of Insurance.

16. iscg assigns all rights derived from the manufacturer's warranties to Buyer to the extent such rights are assignable.

17. Any controversy or claim arising out of or relating to this Agreement or any breach thereof, shall be settled in accordance with the Rules of the American Arbitration Association and judgment upon the award may be entered in any court having unpaid merchandise.

18. Buyer agrees to pay attorney's fee and costs incurred by iscg in the enforcement of these Terms and Conditions, including but not limited to payment and realization on the security interest granted herein.

19. The actual Proposal and these Terms and Conditions represent the entire Agreement between Buyer and iscg which may not be changed without mutual written authorization.

10/31/08
Whether it's a quick collaboration or a large conference, Jive supports your interactive work. Jive also helps support a healthy workplace by offering a wide range of shapes, sizes, and bases—whatever is most comfortable and efficient. As needs change, Jive makes it easy to reconfigure rooms or floorplates. With thoughtful finish and color options, Jive integrates seamlessly in the workplace.
**Jive Collaborative & Conference Tables**

**PRODUCT SHEET**

Jive offers a variety of top shapes, bases, and heights to promote various postures throughout the work day. The variety allows for integration into any environment. Pictured: Top: Jive rectangular 36 x 72 inch table with a Neo Walnut laminate worksurface and a 36 inch high Metallic Silver base. Jive rectangular 48 x 96 inch table with a Neo Walnut laminate worksurface and a 29 inch high Metallic Silver base.

**Distinctive style**

Refined, practical design features distinguish Jive. Sculpted die-cast aluminum feet form a stable foundation. Columns can be round steel tubes or elliptical extruded aluminum. Table heights range from 18-42 inches, whether the base is on casters, glides, or as a disk. Bases are Metallic Silver, Metallic Champagne, Plaster Smooth, Charcoal, or Smoke.

**Worksurface options**

The 15 worksurface shapes are offered in standard Haworth laminate and veneer with edgeband and knife edges. Sizes range from a 24 inch round worksurface to a 54 x 216 inch conference table.

For more information call 800.343.2682 | Download additional copies at haworth.com

Haworth is a registered trademark of Haworth, Inc. | Haworth, Inc. 2016-7.1.14 | Haworth.com | Item 46113

Haworth
When people spend 90 percent of their time at work indoors, health and well-being are a top priority—and an important strategy for recruiting top talent. Very seating was born out of global design and science-led comfort, offering ergonomic support for people at work. It's a multi-dimensional family with a broad application range, fresh scope of color, and research-based comfort—proving you value your employees through workplace design that fosters well-being and improves performance.
Very Comfortable

The Very task chair offers personalized comfort for a variety of seated activities. Its patented lumbar support, with asymmetrical control and supportive mesh, enhances comfort to help people stay productive. Very seminar and conference chairs provide intuitive redline and side-to-side torsional flex to increase mobility and comfort.

Very Versatile

People accomplish a variety of tasks throughout the day. From simple comfort to high ergonomic performance, there's a Very chair for everyone, for visual consistency throughout the building. The Very family features chairs for private offices, conference, cafes, patient rooms, classrooms—and all points in between.

Very Responsible

Try finding a task chair with as many ergonomic benefits—and up to 65 percent recycled content—that's also 98 percent recyclable. Very seating is easy on the environment. It's BIFMA level 3 certified, GREENGUARD GOLD certified, and may contribute toward LEED credits.

Colors:

Mesh Back
- Black
- Slate
- Snow
- Fog

Cocoa
- Heron
- Kale

New
- Black
- Fog
- Snow

Base
- Black
- Metallic Silver
- Painted Aluminum

Very Task Chair

H: 39.0" - 44.0"
W: 27.0"
D: 26.0"
SH: 16.0" - 21.0"

Very Task Stool

H: 43.0" - 51.0"
W: 27.0"
D: 26.0"
SH: 20.0" - 28.0"
Tetro® Back Option

Available on the conference, seminar, side chair, and stool models, our innovative, industry leading Very Tetro® back provides outstanding comfort. Using a state-of-the-art manufacturing process, this innovative one-piece back delivers soft yet reliable support, providing users with unexpected comfort and durability at a sensible price.

Colors:

- Tetro Back
- Black
- Slate
- Fog
- Tomato
- Snow
- Canvas
- Tomato
- Black
- Fog
- Snow
- Base
- Metallic Silver
- Polished Aluminum

Side Chair
H: 33.9”
W: 23.5”
D: 22.0”
SH: 18.2”

Side Stool – Counter Ht./Bar Ht.
H: 42.25”/46.25”
W: 23.5”
D: 22.0”
SH: 25.75”/29.75”

Seminar Chair
H: 33.9”
W: 23.5”
D: 22.0”
SH: 18.2”

Conference Stool
H: 39.0” – 48.0”
W: 25.0”
D: 26.7”
SH: 23.0” – 32.0”

Conference Chair
H: 31.9” – 35.9”
W: 25.0”
D: 26.7”
SH: 15.5” – 20.5”
Seated Height Options
Very stools have built-in intelligence for user comfort. The Very side and conference stools provide intuitive recline, ensuring user weight is absorbed and distributed to provide natural support. Side-to-side torsional flex allows the backrest to follow the user as they move, increasing mobility and comfort when reaching sideways for objects.

Colors:

Wire Stool - Counter Ht./Bar Ht.
H: 39.0'/43.0''
W: 23.0''
D: 23.3''
SH: 25.75'/29.75''

Side Stool - Counter Ht./Bar Ht.
H: 42.25'/48.25''
W: 23.5''
D: 22.0''
SH: 25.75'/29.75''

Conference Stool
H: 42.25''
W: 23.5''
D: 22.0''
SH: 25.75''

Wire Chair
H: 30.6''
W: 23.0''
D: 23.3''
SH: 17.3''

Side Chair
H: 33.9''
W: 23.5''
D: 22.0''
SH: 18.2''

Conference Chair
H: 31.9'' - 36.9''
W: 25.0''
D: 26.7''
SH: 15.5'' - 20.5''