



CITY of NOVI CITY COUNCIL

Agenda Item K
July 31, 2017

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:

EXPENDITURE REQUIRED	\$ 44,501.25
AMOUNT BUDGETED	\$ 44,502
APPROPRIATION REQUIRED	None
LINE ITEM NUMBER	101-301.00-740.200 (\$43,825)

BACKGROUND INFORMATION:

Included In the Adopted FY 2017-18 Budget were funds to replace the furniture in the Novi Police Department Training Center I 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 The current furniture in the facility is outdated and is well past current industry standards.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

CONTRACTOR	Haworth Inc.
	One Haworth Center
	Holland, MI 49423
	Phyllis Rietberg
	517-719-6172
	phyllis.rietberg@haworth.com
*****3093	

STATE	Program Manager	Curt Myers	DTMB
		517-284-7938	
		myersc@michigan.gov	
	Contract Administrator	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	EXTENDED PURCHASING
<input type="checkbox"/> P-Card <input type="checkbox"/> Direct Voucher (DV) <input type="checkbox"/> Other	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

MINIMUM DELIVERY REQUIREMENTS

DESCRIPTION OF CHANGE NOTICE				
OPTION	LENGTH OF OPTION	EXTENSION	LENGTH OF EXTENSION	REVISED EXP. DATE
<input type="checkbox"/>		<input type="checkbox"/>		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

Product Group	Percent Off List	Published Catalog Price Date
Unigroup, UniGroup Too, Places Systems, Adaptable Components	84.50%	June 2015
If Systems, Race	51%	June 2015
Premise Systems, Compose Systems	80.50%	June 2015
950 Files	66%	June 2015
X Series Files & Casegoods, X Series Pedestals	77.5%	June 2015
V Series Files and Pedestals, Beside Storage	65.0%	June 2015
Places Wood Casegoods	52%	June 2015
Orlando, Orlando LS, Vancouver, Tripoli, York Masters	52%	June 2015
Kinetics, Tactics, Planes, Compose Wood, Tempo	66%	June 2015
Jump, Jive, Swivel, Hop	58%	2016
Enclose	55%	June 2015
Intuity, A Series Storage, Jump Stuff, Boogie Board, Belong	58%	June 2015
Technology Products including Workware	58%	June 2015
Patters, Reside Desking	58%	June 2015
Ergotron Ergonomic Tools	40%	2016

*Pricing includes delivery

PROGRAMMING AND DESIGN SERVICES FOR PROJECTS UTILIZING ONLY NEW PRODUCT		
Projects totaling less than \$100,000	4% OF PURCHASE PRICE OF NEW PRODUCT	
Projects Totaling more than \$100,000	3% OF PURCHASE PRICE OF NEW PRODUCT	
PROGRAMMING SERVICES FOR EXISTING STATE PRODUCT	DESIGN SERVICES FOR PROJECTS UTILIZING EXISTING STATE PRODUCT OR A COMBINATION OF EXISTING STATE PRODUCT AND NEW PRODUCT	
APPLICATION: PROGRAMMING SERVICES FEES CHARGED TO STATE, PER NET USABLE SQUARE FOOT, BY PROJECT SIZE	\$ PER NET USABLE SQUARE FOOT	\$42 PER HOUR
Up to 10,000 square feet	\$ 0.15	
10,001 to 25,000 square feet	\$ 0.15	
25,001 to 50,000 square feet	\$ 0.15	
50,001 to 100,000 square feet	\$ 0.15	
100,001 square feet and above	\$ 0.15	



**STATE OF MICHIGAN
ENTERPRISE PROCUREMENT**

Department of Technology, Management, and Budget
525 W. Allegan, Lansing MI 48913
P.O. Box 30026, Lansing, MI 48909

NOTICE OF CONTRACT

CONTRACT NO. **071B7700023**

between

THE STATE OF MICHIGAN

and

CONTRACTOR	Haworth Inc.
	One Haworth Center
	Holland, MI 49423
	Phyllis Rietberg
	517-7196172
	phyllis.rietberg@haworth.com
	3093

STATE	Program Manager	Curt Myers	DTMB
		517-284-7938	
	myersc@michigan.gov		
	Contract Administrator	Jared Ambrosier	DTMB
517-284-7938			
ambrosierj@michigan.gov			

CONTRACT SUMMARY			
DESCRIPTION: Modular Office Systems Furniture, Including Programming, Design, Installation, Refurbishment Services			
INITIAL EFFECTIVE DATE	INITIAL EXPIRATION DATE	INITIAL AVAILABLE OPTIONS	EXPIRATION DATE BEFORE CHANGE(S) NOTED BELOW
October 1, 2016	September 30, 2019	2, one year	September 30, 2019
PAYMENT TERMS		DELIVERY TIMEFRAME	
Net 45		N/A	
ALTERNATE PAYMENT OPTIONS			EXTENDED PURCHASING
<input type="checkbox"/> P-card <input type="checkbox"/> Direct Voucher (DV) <input type="checkbox"/> Other			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
MINIMUM DELIVERY REQUIREMENTS			
N/A			
MISCELLANEOUS INFORMATION			
N/a			
ESTIMATED CONTRACT VALUE AT TIME OF EXECUTION			\$21,000,000.00



**STATE OF MICHIGAN
ENTERPRISE PROCUREMENT**

DTMB - Procurement
525 W Allegan St, Lansing, MI 48929

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	Program Manager	Curt Myers	DTMB
		517-284-7938	
	myersc@michigan.gov		
	Contract Administrator	Joy Nakfoor	DTMB
517-284-7042			
NakfoorJ@michigan.gov			

CONTRACT SUMMARY			
DESCRIPTION: Ergonomic and General Office Seating - Statewide			
INITIAL EFFECTIVE DATE	INITIAL EXPIRATION DATE	INITIAL AVAILABLE OPTIONS	EXPIRATION DATE BEFORE CHANGE(S) NOTED BELOW
1/1/17	12/30/21	2, 1 year	
PAYMENT TERMS		DELIVERY TIMEFRAME	
Net 45		45 business days	
ALTERNATE PAYMENT OPTIONS			EXTENDED PURCHASING
<input type="checkbox"/> P-card <input type="checkbox"/> Direct Voucher (DV) <input type="checkbox"/> Other			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
MINIMUM DELIVERY REQUIREMENTS			
N/A			
MISCELLANEOUS INFORMATION			
N/A			
ESTIMATED CONTRACT VALUE AT TIME OF EXECUTION			\$8,389,037.32



PROPOSAL
PROPOSAL: 106058

DATE: 07/18/17
PROJECT #: 20-395

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

COST CENTER:

SALESPERSON: JOEL MILLER	CLIENT: 10030	YOUR P/O:	QUOTE VALID / /
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#	QTY	PRODUCT	DESCRIPTION	SELL	EXTENDED
1	38	WURA-2484-L JSC	Haworth, Rect,25Dx84W,Lam, Fliptop Table on Zoey T Leg Base, Premium Caster	505.00	19,190.00
		,H~~	UNDECIDED GRD A -		
		,HP~~	UNDECIDED GRD A		
2	105	SCM-24-01E	Very Seminar,ENH,,Fab	217.25	22,811.25
		(3A)	Seat,Plstc Bk,Armless,Hd Csts,		
		,3A~~	TELLURE GRD A		
		,TR~~	UNDECIDED COLOR GRD A		
		,TR~~	UNDECIDED COLOR GRD A		
		,TR~~	UNDECIDED COLOR GRD A		
3	1	LABOR	RECEIVE, DELIVER AND INSTALL.	2,500.00	2,500.00

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

Jive™

Collaborative & Conference Tables

PRODUCT SHEET



HAWORTH®

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 offers a variety of top shapes, bases, and heights to promote various postures through out the work day. The variety allows for integration into any environment. Pictured: Two Jive rectangular 30 x 72 inch tables 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.

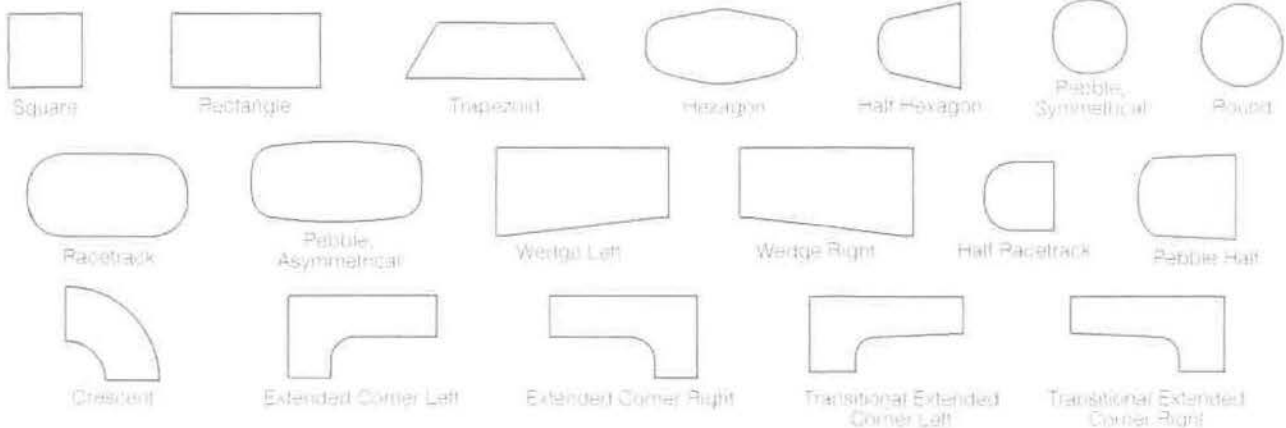


Distinctive style

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 16-42 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.



Very®

PRODUCT SHEET



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 recline 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, conferencing, cafeterias, 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

TRIM



Black



Fog



Snow

BASE



Black



Metallic
Silver



Polished
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	Cocoa
Snow	Canvas	Tomato	
TRIM			
Black	Fog	Snow	
BASE			
Black	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" – 36.9"
 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:

<small>BACK</small>				
Black	Slate	Fog	Coffee	Cocoa
Snow	Canvas	Tomato	Heron	Kale
<small>TRIM</small>				
Black	Fog	Snow		
<small>BASE</small>				
Black	Metallic Silver	Polished Aluminum		



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"/46.25"
 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"