

State of Vermont

Dept of Buildings & General Svcs
Purchasing & Contract Admin
1078 US Rte 2 - Middlesex
Montpelier VT 05633-7601
USA

CONTRACT



Vendor ID 0000005932
Office Max
141 Leroy Rd
Williston VT 05495
USA

Contract ID 0000000000000000000012666	Page 1 of 3
Contract Dates 01/25/2008 to 01/31/2010	Origin CPS
Description: CPS-TEKNION BLVD MODULAR FURNI	Contract Maximum \$999,999,999.00
Buyer Name McIntyre,John	Buyer Phone Approved

Phone #:

Line #	Item ID	Item Desc	UOM	Unit Price	Max Qty	Max Amt
1		TEKNION BOULEVARD MODULAR FURNITURE. TO BE SOLD AT A 57.5% DISCOUNT OFF OF THE CURRENT TEKNION PRICE LIST FOR PROJECTS WITH A LIST PRICE OF UNDER \$20,000. FOR LARGER PROJECTS, THE DISCOUNT WILL BE 63.75%.	EA	0.00001	0.00	0.00
		PRICE INCLUDES DESIGN, DELIVERY AND INSTALLATION				
2		A LABOR CHARGE OF \$40/HOUR WILL BE CHARGED FOR RECONFIGURATION LABOR SERVICES ON EXISTING INSTALLATIONS. AN ESTIMATE WILL BE PROVIDED.	HR	40.00000	0.00	0.00
3		A RATE OF \$40/HOUR WILL BE CHARGED FOR DESIGN LAYOUT OF EXISTING INSTALLATION IF APPLICABLE. AN ESTIMATE WILL BE PROVIDED PRIOR TO ACCEPTANCE OF THE DESIGN REQUESTED.	HR	40.00000	0.00	0.00

CONTRACT TERMS AND ADDITIONAL INFORMATION

SCOPE: TO PROVIDE TEKNION BOULEVARD MODULAR FURNITURE TO STATE AGENCIES

THIS CONTRACT IS WRITTEN FOR A PERIOD OF TWO YEARS WITH AN OPTION TO RENEW FOR TWO ADDITIONAL ONE YEAR PERIODS.

THIS CONTRACT IS WRITTEN IN ACCORDANCE WITH THE STATE'S REQUEST FOR PROPOSAL ENTITLED "MODULAR SYSTEMS FURNITURE:" DATED 10/31/2007 AND CONTRACTOR'S RESPONSE DATED 11/27/2007. BOTH DOCUMENTS ARE INCORPORATED AND WILL ESTABLISH THE TERMS AND CONDITIONS OF THIS CONTRACT UNLESS OTHERWISE NOTED.

ONLY ACOUSTICAL PANELS WITH ELECTRICAL SERVICE THAT DOES NOT HAVE SHARED NEUTRAL WIRES MAY BE PURCHASED UNDER THIS CONTRACT.

THIS CONTRACT MAY NOT BE USED FOR THE PURCHASE OF SEATING OR CASE GOODS FURNITURE NOT APPEARING IN THE SYTEMS PRICER.

CONTRACTOR WILL PROVIDE A DETAILED LIST OF THE COMPONENTS WITH PRICES AND A TOTAL TO THE REQUESTING AGENCY/DEPARTMENT FOR THEIR APPROVAL. THIS QUOTATION WILL ALSO SPECIFY ANY ADDITIONAL CHARGES OUTSIDE THE REGULAR DESIGN, DELIVERY AND INSTALLATION. NO WORK CAN BE DONE UNTIL THE DEPARTMENT APPROVES THE PROPOSAL.

CONTRACTOR WILL PROVIDE A QUARTERLY SALES REPORT SHOWING, AT A MINIMUM, THE DATE, CUSTOMER NAME AND THE AMOUNT PURCHASED.

PRICE: PRICE WILL BE 57.5% OFF THE CURRENT TEXNION BOULEVARD PRICE BOOK FOR PROJECTS UNDER \$20,000. FOR LARGER PROJECTS, THE DISCOUNT WILL BE 63.75%.. THE PERCENTAGE WILL REMAIN THE SAME THROUGHOUT THE LIFE OF THIS CONTRACT. NEW PRICE BOOKS MAY BE INTRODUCED WITH 30 DAYS ADVANCED NOTICE TO PURCHASING & CONTRACT ADMINISTRATION.

ESTIMATED TURN AROUND TIME IS 3-5 WEEKS. THERE IS ALSO A QUICK SHIP PROGRAM WITH A TURNAROUND TIME OF 10-15 DAYS WITH NO UPCHARGE.

CONTACT: DANA ALLEN PHONE: 802-862-8207 EXT. 1234 FAX: 802-862-8297 EMAIL: DANAALLEN@OMWORKSPACE.COM

ATTACHMENT: PURCHASING AND CONTRACT ADMINISTRATION TERMS AND CONDITIONS DATED 01/01/2007 ARE ATTACHED AND INCORPORATED AS PART OF THIS CONTRACT.

QUANTITY: QUANTITIES ARE ESTIMATED ONLY BASED ON PRIOR USAGE AND MAY BE INCREASED OR DECREASED TO MEET ACTUAL

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REQUIREMENTS.						

QUALITY: ALL PRODUCTS PROVIDED UNDER THESE AGREEMENTS WILL BE NEW AND UNUSED, UNLESS OTHERWISE STATED. FACTORY SECONDS OR REMANUFACTURED PRODUCTS WILL NOT BE ACCEPTED UNLESS SPECIFICALLY REQUESTED BY THE PURCHASING AGENCY. ALL PRODUCTS PROVIDED BY THE CONTRACTOR MUST MEET ALL FEDERAL, STATE AND LOCAL STANDARDS FOR QUALITY AND SAFETY REQUIREMENTS. PRODUCTS NOT MEETING THESE STANDARDS WILL BE DEEMED UNACCEPTABLE AND RETURNED TO THE CONTRACTOR FOR CREDIT AT NO CHARGE TO THE STATE.

METHOD OF ORDERING: PURCHASE ORDERS MUST BE USED TO ORDER ITEMS AVAILABLE UNDER THIS CONTRACT. IF VERBAL ORDERS ARE GIVEN A CONFIRMING PURCHASE ORDER MUST BE ISSUED.

CANCELLATION: THE STATE SPECIFICALLY RESERVES THE RIGHT TO CANCEL THE CONTRACT OR ANY PORTION THEREOF PROVIDING, IN THE OPINION OF ITS COMMISSIONER OF BUILDINGS AND GENERAL SERVICES, THE SERVICES OR MATERIALS SUPPLIED BY THE CONTRACTOR ARE NOT SATISFACTORY OR CONSISTENT WITH THE TERMS OF THE CONTRACT.

DELIVERY: ALL PRICING INCLUDES F.O.B. DELIVERY TO THE ORDERING FACILITY. NO REQUEST FOR EXTRA DELIVERY COST WILL BE HONORED. LIABILITY FOR PRODUCT DELIVERY REMAINS WITH THE CONTRACTOR UNTIL PROPERLY DELIVERED AND SIGNED FOR IN ACCORDANCE WITH THE DIVISION OF PURCHASING AND CONTRACT ADMINISTRATIONS TERMS AND CONDITIONS. SHIPMENTS SHALL BE SECURELY AND PROPERLY PACKED, ACCORDING TO ACCEPTED COMMERCIAL PRACTICE. DELIVERIES, WHICH DO NOT CONFORM TO THE SPECIFICATIONS OR ARE NOT IN GOOD CONDITION UPON RECEIPT, SHALL BE REPLACED PROMPTLY BY THE CONTRACTOR.

INVOICING: ALL INVOICES ARE TO BE RENDERED BY THE CONTRACTOR IN DUPLICATE ON THE VENDOR'S STANDARD BILLHEAD AND FORWARDED DIRECTLY TO THE INSTITUTION OR AGENCY ORDERING MATERIALS OR SERVICES.

DEFAULT: IN CASE OF DEFAULT OF THE CONTRACTOR, THE STATE MAY PROCURE THE MATERIALS OR SUPPLIES FROM OTHER SOURCES AND HOLD THE CONTRACTOR RESPONSIBLE FOR ANY EXCESS COST OCCASIONED THEREBY, PROVIDED, THAT IF PUBLIC NECESSITY REQUIRES THE USE OF MATERIALS OR SUPPLIES NOT CONFORMING TO THE SPECIFICATIONS THEY MAY BE ACCEPTED AND PAYMENT THEREFORE SHALL BE MADE AT A PROPER REDUCTION IN PRICE.

THIS CONTRACT IS ALSO ISSUED ON BEHALF OF THE VERMONT STATE COLLEGES INC., A SEPARATE CORPORATION, HAVING UNDER ITS JURISDICTION CASTLETON STATE COLLEGE, JOHNSON STATE COLLEGE, LYNDON STATE COLLEGE, COMMUNITY COLLEGE OF VT AND THE VERMONT TECHNICAL COLLEGE. THIS ALSO APPLIES TO THE UNIVERSITY OF VERMONT.

POLITICAL SUBDIVISIONS AND INDEPENDENT COLLEGES OF THE STATE MAY PARTICIPATE IN THIS CONTRACT AT THE SAME PRICES, TERMS AND CONDITIONS. ITEMS FURNISHED TO POLITICAL SUBDIVISIONS AND INDEPENDENT COLLEGES WILL BE BILLED DIRECTLY TO AND PAID FOR BY THE POLITICAL SUBDIVISIONS OR INDEPENDENT COLLEGES AND NEITHER THE STATE NOR ITS COMMISSIONER OF BUILDINGS & GENERAL SERVICES PERSONALLY OR OFFICIALLY ASSUMES ANY RESPONSIBILITY.

AGENCIES & DEPARTMENTS ARE REQUESTED TO ADVISE THE PURCHASING AGENT AT ONCE OF THE FAILURE ON THE PART OF THE CONTRACTOR TO FULFILL ANY OF THE TERMS OR CONDITIONS OF THIS CONTRACT.

PLEASE REFER TO THE ASSIGNED CONTRACT NUMBER/PURCHASE ORDER # ON ALL CORRESPONDENCE, DELIVERY DOCUMENTS AND INVOICES.

CUSTOMER SATISFACTION SURVEY: TO HELP US UNDERSTAND HOW WE CAN BETTER SERVE YOU, WE ARE INTERESTED IN RECEIVING YOUR COMMENTS REGARDING THE QUALITY OF SERVICE YOU RECEIVED IN YOUR MOST RECENT INTERACTION WITH THE DEPARTMENT OF BUILDINGS & GENERAL SERVICES (BGS). PLEASE COMPLETE THE ON-LINE CUSTOMER COMMENT FORM AT:
http://www.bgs.state.vt.us/forms/bgs_surveys/index.php?type=customer&action=customer

IF YOU HAVE ANY QUESTIONS REGARDING THIS DOCUMENT PLEASE CONTACT:
JOHN McINTYRE
PURCHASING AGENT
802-828-2210
FAX 802-828-2222
john.mcintyre@state.vt.us

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WE THE UNDERSIGNED PARTIES AGREE TO BE BOUND BY THIS CONTRACT

By the STATE of VERMONT

By the CONTRACTOR

Date: _____

Date: _____

Signature: _____

Signature: _____

Name: _____

Name: _____

Fed ID or SSN: _____

Title: _____

Title: _____

Email: _____

Email: _____