

State of Nebraska - INVITATION TO BID CONTRACT

Date	6/24/24	Page	1 of 1
Solicitation Number	6904 OF		
Opening Date and Time	07/22/24	2:00 pm	
Buyer	VICKI COLLINS (AS)		

DESTINATION OF GOODS

CORRECTIONS - CORNHUSKER STATE INDSTR
800 PIONEERS BLVD
LINCOLN NE 68502

Per Nebraska's Transparency in Government Procurement Act, DAS is required to collect statistical information regarding the number of contracts awarded to Nebraska contractors. This information is for statistical purposes only and will not be considered for contract award purposes.

____ NEBRASKA CONTRACTOR AFFIDAVIT: Bidder hereby attests that bidder is a Nebraska Contractor. "Nebraska Contractor" shall mean any bidder who has maintained a bona fide place of business and at least one employee within this state for at least the six (6) months immediately preceding the posting date of this ITB.

____ I hereby certify that I am a Resident disabled veteran or business located in a designated enterprise zone in accordance with Neb. Rev. Stat. §73-107 and wish to have preference, if applicable, considered in the award of this contract.

Contract to supply and deliver Value-Added Furniture, Kits and Components for Correctional Industries to the State of Nebraska as per the attached specifications for a three (3) year period from date of award. The contract may be renewed for three (3) additional one (1) year periods when mutually agreeable to the vendor and the State of Nebraska.

(vc 6/10/24)

INVITATION

SEE ATTACHMENT A - BID SHEET

BIDDER MUST COMPLETE THE FOLLOWING

DISCOUNT PAYMENT TERMS: N/A % N/A DAYS

By signing this Invitation to Bid form, the bidder guarantees compliance with the provisions stated in this Invitation to Bid, agrees to the terms and conditions unless otherwise agreed to and certifies that bidder maintains a drug free work place environment. Vendor will furnish the items requested within 30 days after receipt of order. Failure to enter Delivery Date may cause quotation to be REJECTED.

Sign
Here

(Authorized Signature Mandatory - Form must be signed manually in ink or by DocuSign)

Enter Contact Information Below

VENDOR# 504009
 VENDOR: John R. Wald Company, Inc.
 Address: 10576 Fairgrounds Rd
Huntingdon, PA 16652

Contact Lynn Conaway
 Telephone 814-643-3908
 Email LConaway@jrwald.com

**State of Nebraska (State Purchasing Bureau)
INVITATION TO BID FOR COMMODITIES CONTRACT**

INVITATION TO BID NUMBER	RELEASE DATE
ITB 6904 OF	June 24, 2024
OPENING DATE AND TIME	PROCUREMENT CONTACT
July 22, 2024 at 2:00 p.m. Central Time	Vicki Collins

**PLEASE READ CAREFULLY
SCOPE**

The State of Nebraska (State), Department of Administrative Services (DAS), Materiel Division, State Purchasing Bureau (SPB), is issuing this solicitation for a commodity contract, ITB Number 6904 OF for the purpose of selecting a qualified Contractor to provide **Value-Added Furniture, Kits and Components for Correctional Industries**. A more detailed description can be found in Section VI. The resulting contract may not be an exclusive contract as the State reserves the right to contract for the same or similar goods from other sources now or in the future.

The term of the contract will be three (3) years commencing upon execution of the contract by the State and the Contractor. The Contract includes the option to renew for three (3) additional one (1) year periods upon mutual agreement of the Parties. The State reserves the right to extend the period of this contract beyond the termination date when mutually agreeable to the Parties.

In the event that a contract with the awarded bidder(s) is cancelled or in the event that the State needs additional contractors to supply the solicited commodities, this ITB may be used to procure the solicited goods for up to eighteen (18) months from the date the Intent to Award is posted, provided that 1) the solicited goods will be provided by a bidder (or a successive owner) who submitted a bid pursuant to this ITB, 2) the bidder's bid was evaluated, and 3) the bidder will honor the bidder's original bid, including the proposed cost, allowing for any price increases that would have otherwise been allowed if the bidder would have received the initial award.

INFORMATION PERTINENT TO THIS INVITATION TO BID CAN BE FOUND ON THE INTERNET AT:
<https://das.nebraska.gov/materiel/bidopps.html>

IMPORTANT NOTICE: Pursuant to Neb. Rev. Stat. § 84-602.04, State contracts in effect as of January 1, 2014, and contracts entered into thereafter must be posted to a public website. The resulting contract, the solicitation and the successful Contractor's bid or response will be posted to a public website managed by DAS, which can be found at: <https://statecontracts.nebraska.gov> and https://www.nebraska.gov/das/materiel/purchasing/contract_search/index.php.

In addition and in furtherance of the State's public records statute (Neb. Rev. Stat. § 84-712 et seq.) all bids or responses received regarding this solicitation will be posted to the SPB website.

These postings will include the entire bid or response. Bidders must request that proprietary information be excluded from the posting. The bidder must identify the proprietary information, mark the proprietary information according to state law, and submit the proprietary information in a separate file named conspicuously as "PROPRIETARY INFORMATION." The bidder should submit a detailed written document showing that the release of the proprietary information would give a business advantage to named business competitor(s) and explain how the named business competitor(s) will gain an actual business advantage by disclosure of information. The mere assertion that information is proprietary or that a speculative business advantage might be gained is not sufficient. (See Attorney General Opinion No. 92068, April 27, 1992). **THE BIDDER MAY NOT ASSERT THAT THE ENTIRE BID IS PROPRIETARY. COST WILL NOT BE CONSIDERED PROPRIETARY AND ARE A PUBLIC RECORD IN THE STATE OF NEBRASKA.** The State will determine, in its sole discretion, if the disclosure of the information designated by the Bidder as proprietary would 1) give advantage to business competitors and 2) serve no public purpose. The Bidder will be notified of the State's decision. Absent a determination by the State that the information may be withheld pursuant to Neb. Rev. Stat. § 84-712.05, the State will consider all information a public record subject to disclosure.

If the State determines it is required to release withheld proprietary information, the bidder will be informed. It will be the bidder's responsibility to defend the bidder's asserted interest in non-disclosure.

To facilitate public postings, with the exception of proprietary information, the State of Nebraska reserves a royalty-free, nonexclusive, and irrevocable right to copy, reproduce, publish, post to a website, or otherwise use any contract, bid, or response to this Invitation to Bid for any purpose, and to authorize others to use the documents. Any individual or entity awarded a contract, or who submits a bid or response to this Invitation to Bid, specifically waives any copyright or other protection the contract, bid, or response to the Invitation to Bid may have; and, acknowledges that they have the ability and authority to enter into such waiver. This reservation and waiver is a prerequisite for submitting a bid or response to this Invitation to Bid, and award of a contract. Failure to agree to the reservation and waiver will result in the bid or response to the Invitation to Bid being found non-responsive and rejected.

Any entity awarded a contract or submitting a bid or response to the Invitation to Bid agrees not to sue, file a claim, or make a demand of any kind, and will indemnify and hold harmless the State and its employees, volunteers, agents, and its elected and appointed officials from and against any and all claims, liens, demands, damages, liability, actions, causes of action, losses, judgments, costs, and expenses

of every nature, including investigation costs and expenses, settlement costs, and attorney fees and expenses, sustained or asserted against the State, arising out of, resulting from, or attributable to the posting of the contract or the bids and responses to the Invitation to Bid, awards, and other documents.

TABLE OF CONTENTS

INVITATION TO BID FOR COMMODITIES CONTRACT.....		i
TABLE OF CONTENTS.....		iii
GLOSSARY OF TERMS.....		v
ACRONYM LIST.....		ix
I. PROCUREMENT PROCEDURE.....		1
A. GENERAL INFORMATION.....		1
B. PROCURING OFFICE AND COMMUNICATION WITH STATE STAFF AND EVALUATORS.....		1
C. SCHEDULE OF EVENTS.....		2
D. WRITTEN QUESTIONS AND ANSWERS.....		4
E. SECRETARY OF STATE/TAX COMMISSIONER REGISTRATION REQUIREMENTS (Nonnegotiable).....		4
F. ETHICS IN PUBLIC CONTRACTING.....		4
G. DEVIATIONS FROM THE INVITATION TO BID.....		4
H. SUBMISSION OF BIDS.....		4
I. BID PREPARATION COSTS.....		5
J. FAILURE TO COMPLY WITH INVITATION TO BID.....		5
K. BID CORRECTIONS.....		5
L. LATE BIDS.....		6
M. BID OPENING.....		6
N. INVITATION TO BID REQUIREMENTS.....		6
O. EVALUATION COMMITTEE.....		6
P. EVALUATION OF BIDS.....		6
Q. BEST AND FINAL OFFER.....		7
R. REFERENCE AND CREDIT CHECKS.....		7
S. AWARD.....		7
T. SPECIFICATIONS.....		8
U. SAMPLES.....		8
V. CORE LIST AND CATALOG/NON-CORE.....		8
W. ALTERNATE/EQUIVALENT BIDS.....		9
X. LUMP SUM OR "ALL OR NONE" BIDS.....		9
Y. ALTERNATIVE SUBMISSION METHODS PROHIBITED.....		10
Z. BID TABULATIONS.....		10
AA. REJECTION OF BIDS.....		10
BB. RESIDENT BIDDER.....		10
II. TERMS AND CONDITIONS.....		11
A. GENERAL.....		11
B. NOTIFICATION.....		11
C. NOTICE (POC).....		11
D. GOVERNING LAW (Nonnegotiable).....		11
E. BEGINNING OF WORK.....		12
F. AMENDMENT.....		12
G. CHANGE ORDERS OR SUBSTITUTIONS.....		12
H. RECORD OF VENDOR PERFORMANCE.....		12
I. NOTICE OF POTENTIAL CONTRACTOR BREACH.....		12
J. BREACH.....		13
K. NON-WAIVER OF BREACH.....		13
L. SEVERABILITY.....		13
M. INDEMNIFICATION.....		13
N. ATTORNEY'S FEES.....		14
O. ASSIGNMENT, SALE, OR MERGER.....		14
P. CONTRACTING WITH OTHER POLITICAL SUBDIVISIONS OF THE STATE OR ANOTHER STATE.....		14
Q. FORCE MAJEURE.....		14
R. CONFIDENTIALITY.....		14
S. EARLY TERMINATION.....		14
T. CONTRACT CLOSEOUT.....		15
III. CONTRACTOR DUTIES.....		16
A. INDEPENDENT CONTRACTOR / OBLIGATIONS.....		16

B.	EMPLOYEE WORK ELIGIBILITY STATUS.....	16
C.	COMPLIANCE WITH CIVIL RIGHTS LAWS AND EQUAL OPPORTUNITY EMPLOYMENT/NONDISCRIMINATION (Statutory).....	17
D.	COOPERATION WITH OTHER CONTRACTORS	17
E.	DISCOUNTS.....	17
F.	PRICES	17
G.	COST CLARIFICATION.....	18
H.	PERMITS, REGULATIONS, LAWS	18
I.	NOTICE OF POTENTIAL CONTRACTOR BREACH	18
J.	ANTITRUST.....	18
K.	CONFLICT OF INTEREST	18
L.	STATE PROPERTY.....	18
M.	SITE RULES AND REGULATIONS.....	18
U.	NDCS SECURITY	18
N.	ADVERTISING	19
O.	DISASTER RECOVERY/BACK UP PLAN.....	19
P.	DRUG POLICY	19
Q.	WARRANTY	19
R.	TIME IS OF THE ESSENCE.....	19
IV.	PAYMENT	20
A.	PROHIBITION AGAINST ADVANCE PAYMENT (Nonnegotiable).....	20
B.	TAXES (Nonnegotiable).....	20
C.	INVOICES (Nonnegotiable)	20
D.	INSPECTION AND APPROVAL	20
E.	PAYMENT (Nonnegotiable).....	20
F.	LATE PAYMENT (Nonnegotiable).....	20
G.	SUBJECT TO FUNDING / FUNDING OUT CLAUSE FOR LOSS OF APPROPRIATIONS (Nonnegotiable).....	20
H.	RIGHT TO AUDIT (First Paragraph is Nonnegotiable)	20
V.	SCOPE OF WORK	22
A.	SCOPE	22
VI.	TECHNICAL SPECIFICATIONS	23
A.	CONTRACTOR INSTRUCTIONS.....	23
B.	NON-COMPLIANCE STATEMENT	23
C.	TECHNICAL SPECIFICATIONS: GENERAL.....	23
D.	TECHNICAL SPECIFICATION: CUSTOMER SERVICE, DESIGN AND PRODUCT SUPPORT	24
E.	MANUFACTURER/BRAND:	25
F.	ANNUAL USAGE, ESTIMATED	25
G.	USAGE REPORT	25
H.	DELIVERY ARO	26
I.	DELIVERY LOCATIONS / INSTRUCTIONS (CONTRACTOR AGREES THAT THEY CAN MEET THE DELIVERY LOCATIONS/INSTRUCTIONS).....	26
J.	PACKAGING	26
K.	ORDERS	27
L.	QUALITY	27
M.	PROHIBITED PRODUCTS.....	27
N.	AUTHORIZED DEALER & WARRANTY	28
O.	WARRANTY	28
P.	SAMPLES.....	29
	Form A Contractor Contact Sheet	30

GLOSSARY OF TERMS

Acceptance Test Procedure: Benchmarks and other performance criteria, developed by the State or other sources of testing standards, for measuring the effectiveness of products or goods and the means used for testing such performance

Addendum: Something to be added or deleted to an existing document; a supplement

After Receipt of Order (ARO): After Receipt of Order

Agency: Using agencies shall mean and include all officers of the state, departments, bureaus, boards, commissions, councils, and institutions receiving legislative appropriations

Agent/Representative: A person authorized to act on behalf of another

Amend: To alter or change by adding, subtracting, or substituting

Amendment: A written correction or alteration to a document

Appropriation: Legislative authorization to expend public funds for a specific purpose; money set apart for a specific use

Automated Clearing House (ACH): Electronic network for financial transactions in the United States

Award: All purchases, leases, or contracts which are based on competitive bids will be awarded according to the provisions in the solicitation

Best and Final Offer (BAFO): In a competitive bid, the final offer submitted which contains contractor's most favorable terms for price

Bid: An offer, bid, or quote submitted by a contractor in a response to a written solicitation

Bid Bond: An insurance agreement, accompanied by a monetary commitment, by which a third party (the surety) accepts liability and guarantees that the contractor will not withdraw the bid

Bidder: A contractor who submits an offer bid in response to a written solicitation

Breach: Violation of a contractual obligation by failing to perform or repudiation of one's own promise

Business: Any corporation, partnership, individual, sole proprietorship, joint-stock company, joint venture, or any other private legal entity

Business Day: Any weekday, except State-recognized holidays

Calendar Day: Every day shown on the calendar including Saturdays, Sundays, and State/Federal holidays

Cancellation: To call off or revoke a bid, purchase order or contract without expectation of conducting or performing at a later time

Catalog/Non-Core: A printed or electronic list of products a contractor may provide at a discounted rate or discount off list price to the State. Initial contract award(s) is not based on Catalog/Non-Core items

Central Processing Unit (CPU): Any computer or computer system that is used by the State to store, process, or retrieve data or perform other functions using Operating Systems and applications software

Change Order: Document that provides amendments to an executed purchase order

Collusion: An agreement or cooperation between two or more persons or entities to accomplish a fraudulent, deceitful, or unlawful purpose

Commodities: Any equipment, material, supply or goods; anything movable or tangible that is provided or sold

Commodities Description: Detailed descriptions of the items to be purchased; may include information necessary to obtain the desired quality, type, color, size, shape, or special characteristics necessary to perform the work intended to produce the desired results

Competition: The effort or action of two or more commercial interests to obtain the same business from third parties

Confidential Information: Unless otherwise defined below, "Confidential Information" shall also mean proprietary trade secrets, academic and scientific research work which is in progress and unpublished, and other information which if released would give advantage to business competitors and serve no public purpose (see Neb. Rev. Stat. § 84-712.05(3)). In accordance with Nebraska Attorney General Opinions 92068 and 97033, proof that information is proprietary requires identification of specific, named competitor(s) who would be advantaged by release of the information and the specific advantage the competitor(s) would receive.

Contract: An agreement between two or more parties creating obligations that are enforceable or otherwise recognizable at law; the writing that sets forth such an agreement

Contract Administration: The management of the contract which includes and is not limited to contract signing, contract amendments and any necessary legal actions

Contract Management: The management of day to day activities at the agency which includes and is not limited to ensuring deliverables are received, specifications are met, handling meetings and making payments to the Contractor

Contract Period: The duration of the contract

Contractor: An individual or entity lawfully conducting business in the State, who seeks or agrees to provide goods or services under the terms of a written contract

Cooperative Purchasing: The combining of requirements of two or more political entities to obtain advantages of volume purchases, reduction in administrative expenses or other public benefits

Copyright: A property right in an original work of authorship fixed in any tangible medium of expression, giving the holder the exclusive right to reproduce, adapt and distribute the work

Core List: Items specifically listed on the solicitation upon which a bid is evaluated for award.

CSI: Cornhusker State Industries, the prison industry program for the NE Department of Correctional Services.

Critical Program Error: Any Program Error, whether or not known to the State, which prohibits or significantly impairs use of the Licensed Software as set forth in the documentation and intended in the contract

Customer Service: The process of ensuring customer satisfaction by providing assistance and advice on those products or goods provided by a Contractor

Default: The omission or failure to perform a contractual duty

Deviation: Any proposed change(s) or alteration(s) to either the terms and conditions or deliverables within the scope of the written solicitation or contract

Evaluation: The process of examining an offer after opening to determine the contractor's responsibility, responsiveness to requirements, and to ascertain other characteristics of the offer that relate to determination of the successful award

Evaluation Committee: Committee(s) appointed by the requesting agency that advises and assists the procuring office in the evaluation of bids (offers made in response to written solicitations)

Extension: Continuance of a contract for a specified duration upon the agreement of the parties beyond the original Contract Period; not to be confused with "Renewal Period"

Free on Board (F.O.B.) Destination: The delivery charges are included in the quoted price and prepaid by the contractor. Contractor is responsible for all claims associated with damages during delivery of product.

Free on Board (F.O.B.) Point of Origin: The delivery charges are not included in the quoted price and are the responsibility of the agency. Agency is responsible for all claims associated with damages during delivery of product

Foreign Corporation: A foreign corporation that was organized and chartered under the laws of another state, government, or country

Installation Date: The date when the procedures described in "Installation by Contractor" and "Installation by State" as found in the solicitation or contract are completed

Interested Party: A person acting in their personal capacity or an entity entering into a contract or other agreement creating a legal interest therein

Invalid Bid: A bid that does not meet the requirements of the solicitation or cannot be evaluated against the other bids

Invitation to Bid (ITB): A written solicitation used for obtaining competitive offers for Services or Goods

Late Bid: An offer received after the Opening Date and Time

Licensed Software Documentation: The user manuals and any other materials in any form or medium customarily provided by the Contractor to the users of the Licensed Software which will provide the State with sufficient information to operate, diagnose, and maintain the Licensed Software properly, safely, and efficiently

Mandatory/Must: Required, compulsory, or obligatory

May: Discretionary, permitted; used to express possibility

Module (see System): A collection of routines and data structures that perform a specific function of software

Must: See Mandatory/Must and Shall/Will/Must

National Institute for Governmental Purchasing (NIGP): National Institute of Governmental Purchasing – Source used for assignment of universal commodity codes to goods and services

NDCS: The Nebraska Department of Correctional Services

Non-core: See Catalog

Nonnegotiable: These clauses are controlled by state law and are not subject to negotiation

Open Market Purchase: Authorization may be given to an agency to purchase items above direct purchase authority due to the unique nature, price, quantity, location of the using agency, or time limitations by the AS Materiel Division, State Purchasing Bureau

Opening Date and Time: Specified date and time for the public opening of received, labeled, and sealed formal bids

Operating System: The control program in a computer that provides the interface to the computer hardware and peripheral devices, and the usage and allocation of memory resources, processor resources, input/output resources, and security resources

Outsourcing: The contracting out of a business process that an organization may have previously performed internally or for which an organization has a new need to an independent organization from which the process is purchased back

Payroll & Financial Center (PFC): Electronic procurement system of record

Performance Bond: An insurance agreement accompanied by a monetary commitment by which a third party (the surety) accepts liability and guarantees that the Contractor fulfills any and all obligations under the contract

Platform: A specific hardware and Operating System combination that is different from other hardware and Operating System combinations to the extent that a different version of the Licensed Software product is required to execute properly in the environment established by such hardware and Operating System combination

Point of Contact (POC): The person designated to receive communications and to communicate

Pre-Bid Conference: A meeting scheduled for the purpose of clarifying a written solicitation and related expectations

Product: Something that is distributed commercially for use or consumption and that is usually (1) tangible personal property, (2) the result of fabrication or processing, and (3) an item that has passed through a chain of commercial distribution before ultimate use or consumption

Program Error: Code in Licensed Software that produces unintended results or actions or that produces results or actions other than those described in the specifications. A program error includes, without limitation, any Critical Program Error.

Program Set: The group of programs and products, including the Licensed Software specified in the solicitation, plus any additional programs and products licensed by the State under the contract for use by the State

Project: The total scheme, program, or method worked out for the accomplishment of an objective, including all documentation, commodities, and goods to be provided under the contract

Proprietary Information: Trade secrets, academic and scientific research work that is in progress and unpublished or other information that if released would give advantage to business competitors and serve no public purpose. See Neb. Rev. Stat. § 84-712.05(3). In accordance with Attorney General Opinions 92068 and 97033, proof that information is proprietary requires identification of specific named competitor(s) advantaged by release of the information and the demonstrated advantage the named competitor(s) would gain by the release of information.

Protest/Grievance: A complaint about a governmental action or decision related to the solicitation or resultant contract, brought by a contractor who has timely submitted a bid response in connection with the award in question to AS Materiel Division or another designated agency with the intention of achieving a remedial result

Public Bid Opening: The process of opening correctly submitted offers at the time and place specified in the written solicitation and in the presence of anyone who wished to attend

Quote: See Bid

Recommended Hardware Configuration: The data processing hardware (including all terminals, auxiliary storage, communication, and other peripheral devices) to the extent used by the State as recommended by the Contractor

Release Date: The date of public release of the written solicitation to seek offers

Renewal Period: Optional contract periods subsequent to the original Contract Period for a specified duration with previously agreed to terms and conditions; not to be confused with “Extension”

Responsible Contractor: A Contractor who has the capability in all respects to perform fully and lawfully all requirements with integrity and reliability to assure good faith performance

Responsive Contractor: A Contractor who has submitted a bid which conforms to all requirements of the solicitation document

Shall: See Must

Should: Expected; suggested, but not necessarily mandatory

Software License: Legal instrument with or without printed material that governs the use or redistribution of licensed software

Sole Source – Commodity: When an item is available from only one source due to the unique nature of the requirement, its contractor, or market conditions

Sole Source – Service: A service of such a unique nature that the contractor selected is clearly and justifiably the only practical source to provide the service. Determination that the contractor selected is justifiably the sole source is based on either the uniqueness of the service or sole availability at the location required

Specifications: The detailed statement, especially of the measurements, quality, materials, and functional characteristics, or other items to be provided under a contract

Subcontractor: Individual or entity with whom the contractor enters a contract to perform a portion of the work awarded to the contractor

System (see Module): Any collection or aggregation of two (2) or more Modules that is designed to function, or is represented by the Contractor as functioning or being capable of functioning, as an entity

Termination: Occurs when the contract expires or either party, pursuant to a power created by agreement or law, puts an end to the contract prior to the stated expiration date; all obligations that are still executory on both sides are discharged but any right based on prior breach or performance survives

Third-Party: Any person or entity, including but not limited to fiduciaries, shareholders, owners, officers, managers, employees, legally disinterested persons, and subcontractors or agents, and their employees. It shall not include any entity or person who is an interested party to the contract or agreement

Trade Secret: Information, including but not limited to, a drawing, formula, pattern, compilation, program, device, method, technique, code, or process that (a) derives independent economic value, actual or potential, from not being known to, and not being ascertainable by proper means by, other persons who can obtain economic value from its disclosure or use; and (b) is the subject of efforts that are reasonable under the circumstances to maintain its secrecy (see Neb. Rev. Stat. § 87-502(4))

Trademark: A word, phrase, logo, or other graphic symbol used by a manufacturer or contractor to distinguish its product from those of others, registered with the U.S. Patent and Trademark Office

Upgrade: Any change that improves or alters the basic function of a product of service

Vendor: Inclusive term for any Bidder or Contractor.

Will: See Mandatory/Must/Shall

Work Day: See Business Day

ACRONYM LIST

ARO – After Receipt of Order

ACH – Automated Clearing House

BAFO – Best and Final Offer

COI – Certificate of Insurance

CPU – Central Processing Unit

CSI – Cornhusker State Industries

DAS – Department of Administrative Services

F.O.B. – Free on Board

ICT – Information and Communication Technology

ITB – Invitation to Bid

NDCS – Nebraska Department of Correctional Services

NIGP – National Institute for Governmental Purchasing

PA – Participating Addendum

SPB – State Purchasing Bureau

I. PROCUREMENT PROCEDURE

A. GENERAL INFORMATION

This Invitation to Bid is designed to solicit bids from qualified Contractors who will be responsible for providing **Value-Added Furniture, Kits, and Components for Correctional Industries** at a competitive and reasonable cost. Terms and Conditions, Project Description and Scope of Work, Bid instructions, and Cost Bid Requirements may be found in Sections II through VI.

Bids shall conform to all instructions, conditions, and requirements included in the solicitation. Prospective Contractors are expected to carefully examine all documents, schedules, and requirements in this solicitation, and respond to each requirement in the format prescribed. Bids may be found non-responsive if they do not conform to the solicitation.

B. PROCURING OFFICE AND COMMUNICATION WITH STATE STAFF AND EVALUATORS

Procurement responsibilities related to this solicitation reside with SPB. The point of contact (POC) for the procurement is as follows:

ITB Number: 6904 OF
Name: Vicki Collins, Procurement Contracts Officer
Agency: State Purchasing Bureau
Address: 1526 K Street, Suite 130
Lincoln, NE 68508
Telephone: 402-471-6500
E-Mail: as.materielpurchasing@nebraska.gov

From the date the solicitation is issued until the Intent to Award is issued, communication from the Contractor is limited to the POC listed above. After the Intent to Award is issued, the Contractor may communicate with individuals the State has designated as responsible for negotiating the contract on behalf of the State. No member of the State Government, employee of the State, or member of the Evaluation Committee is empowered to make binding statements regarding this solicitation. The POC will issue any answers, clarifications or amendments regarding this solicitation in writing. Only the SPB or awarding agency can award a contract. Contractors shall not have any communication with, or attempt to communicate or influence any evaluator involved in this solicitation.

The following exceptions to these restrictions are permitted:

1. Contact made pursuant to pre-existing contracts or obligations;
2. Contact required by the schedule of events or an event scheduled later by POC; and
3. Contact required for negotiation and execution of the final contract.

The State reserves the right to reject a contractor's bid, withdraw an Intent to Award, or terminate a contract if the State determines there has been a violation of these procurement procedures.

C. SCHEDULE OF EVENTS

The State expects to adhere to the procurement schedule shown below, but all dates are approximate and subject to change.

ACTIVITY		DATE/TIME
1.	Release solicitation	June24, 2024
2.	Last day to submit written questions Questions shall be uploaded via ShareFile using the following link: https://nebraska.sharefile.com/r-r5550100958704b87bf572e2b8663bfa4	July 08, 2024
3.	State responds to written questions through a solicitation "Addendum" and/or "Amendment" to be posted to the Internet at: https://das.nebraska.gov/materiel/bidopps.html	July 11, 2024
4.	<p>Electronic Bid Opening via WebEx Meeting Upload electronic Bid submissions for 6904 OF via ShareFile to: https://nebraska.sharefile.com/r-r5c047a92ca5743fcb42da38d88e08574</p> <p>IT IS THE BIDDER'S RESPONSIBILITY TO UPLOAD ELECTRONIC FILES WITH ADEQUATE AMOUNT OF TIME IN CASE OF USER, SOFTWARE OR BROWSER ISSUES.</p> <p>WebEx Link:</p> <p>Join from the webinar link https://sonvideo.webex.com/sonvideo/j.php?MTID=m3b9de913c49c6f68d7914f8db73eb968</p> <p>Join by the webinar number Webinar number (access code): 2488 574 0127 Webinar password: eEN4rC9sR7P (33647297 when dialing from a phone or video system) Panelist password: AZxqsnYf496 (29977693 when dialing from a phone or video system)</p> <p>Tap to join from a mobile device (attendees only) +1-408-418-9388,24885740127#33647297# United States Toll Some mobile devices may ask attendees to enter a numeric password.</p> <p>Join by phone +1-408-418-9388 United States Toll Global call-in numbers</p> <p>Join from a video system or application Dial 24885740127@sonvideo.webex.com You can also dial 173.243.2.68 and enter your webinar number.</p>	July 22, 2024 2:00 PM Central Time
5.	Review for conformance with bid requirements	TBD
6.	Evaluation period	TBD
7.	Post "Notification of Intent to Award" to Internet at: http://das.nebraska.gov/materiel/purchasing.html	TBD

ACTIVITY		DATE/TIME
8.	Contract award	TBD

D. WRITTEN QUESTIONS AND ANSWERS

Questions regarding the meaning or interpretation of any solicitation provision must be submitted in writing to SPB and clearly marked "ITB Number 6904 OF; **Value-Added Furniture, Kits and Components for Correctional Industries** Questions". POC is not obligated to respond to questions that are received late per the Schedule of Events.

Contractors should present, as questions, any assumptions upon which the Contractor's bid is or might be developed. Bids will be evaluated without consideration of any known or unknown assumptions of a Contractor. The contract will not incorporate any known or unknown assumptions of a Contractor.

Questions should be uploaded using the ShareFile link provided in the ITB Schedule of Events, Section I.C. It is recommended that Contractors submit questions using the following format.

Solicitation Section Reference	Solicitation Page Number	Question

Written answers will be posted at <https://das.nebraska.gov/materiel/bidopps.html> per the Schedule of Events.

E. SECRETARY OF STATE/TAX COMMISSIONER REGISTRATION REQUIREMENTS (Nonnegotiable)

All Contractors must be authorized to transact business in the State and comply with all Nebraska Secretary of State Registration requirements. The Contractor who is the recipient of an Intent to Award will be required to certify that it has complied and produce a true and correct copy of its current (within ninety (90) calendar days of the intent to award) Certificate or Letter of Good Standing, or in the case of a sole proprietorship, provide written documentation of sole proprietorship and the United States Citizenship Attestation Form, available on the DAS website at: <http://das.nebraska.gov/materiel/purchasing.html>. This must be accomplished prior to execution of the contract.

F. ETHICS IN PUBLIC CONTRACTING

The State reserves the right to reject bids, withdraw an intent to award or award, or terminate a contract if a Contractor commits or has committed ethical violations, which include, but are not limited to:

1. Offering or giving, directly or indirectly, a bribe, fee, commission, compensation, gift, gratuity, or anything of value to any person or entity in an attempt to influence the bidding process;
2. Using the services of lobbyists, attorneys, political activists, or consultants to influence or subvert the bidding process;
3. Being considered for, presently being, or becoming debarred, suspended, ineligible, or excluded from contracting with any state or federal entity;
4. Submitting a bid on behalf of another party or entity;
5. Colluding with any person or entity to influence the bidding process, submit sham bids, preclude bidding, fix pricing or costs, create an unfair advantage, subvert the bid, or prejudice the State.

The Contractor shall include this clause in any subcontract entered into for the exclusive purpose of performing this contract.

Contractor shall report any violations of this clause throughout the bidding process and throughout the term of this contract for both the successful Contractor and its subcontractors.

G. DEVIATIONS FROM THE INVITATION TO BID

The requirements contained in the solicitation (Sections II through VI) become a part of the terms and conditions of the contract resulting from this solicitation. Any deviations from the solicitation in Sections II through VI must be clearly defined by the bidder in its bid and, if accepted by the State, will become part of the contract. Any specifically defined deviations must not be in conflict with the basic nature of the solicitation, solicitation requirements, or applicable state or federal laws or statutes. The State discourages deviations and reserves the right to reject proposed deviations.

H. SUBMISSION OF BIDS

The State is only accepting electronic responses submitted in accordance with this ITB. The State will not accept bids by mail, email, voice, or telephone, unless otherwise explicitly stated in writing by the State. Bids must be submitted via ShareFile by the date and time of the bid opening per the Schedule of Events. No late bids will be accepted.

Pages may be consecutively numbered for the entire bid or may be numbered consecutively within sections. Figures and tables should be numbered and referenced in the text by that number. They should be placed as close as possible to the referencing text.

It is the responsibility of the bidder to check the website for all information relevant to this ITB to include addenda and/or amendments issued prior to the opening date. The website can be found here: <https://das.nebraska.gov/materiel/bidopps.html>. If the bidder's bid is presented in such a fashion that makes evaluation difficult or overly time consuming the State reserves the right to reject the bid as non-conforming.

Note to bidders: Not all browsers are compatible with ShareFile. Currently Chrome, Internet Explorer and Firefox are compatible. After the bidder clicks the bid submission link, the bidder will be prompted to enter contact information including an e-mail address. By entering an e-mail address, the bidder should receive a confirmation email confirming the successful upload directly from ShareFile.

The ShareFile link for uploading ITB response(s) is provided in the ITB Schedule of Events, Section I.C.

*****UNLESS OTHERWISE NOTED, DO NOT SUBMIT DOCUMENTS THAT CAN ONLY BE ACCESSED WITH A PASSWORD*****

1. The Bid and Proprietary information should be uploaded as separate and distinct files.
 - a. If duplicated bids are submitted, the State will retain only the most recently submitted response.
 - b. If it is the bidder's intent to submit multiple bids, the bidder must clearly identify the separate submissions.
 - c. It is the bidder's responsibility to allow time for electronic uploading. All file uploads must be completed by the Opening date and time per the Schedule of Events. No late bids will be accepted.
2. ELECTRONIC BID FILE NAMES The bidder should clearly identify the uploaded ITB bid files. To assist in identification the bidder should use the following naming convention:
 - a. 6904OF, **Value-Added Furniture, Kits and Components for Correctional Industries** NAME OF BIDDER Bid
 - b. If multiple files are submitted for one bid, add number of files to file names, e.g.,
 - i. 6904 OF, **Value-Added Furniture, Kits and Components for Correctional Industries** NAME OF BIDDER Bid File 1 of 2;
 - ii. 6904 OF, **Value-Added Furniture, Kits and Components for Correctional Industries** NAME OF BIDDER Bid File 2 of 2, etc.

The "Invitation to Bid for Commodities Contract" form must be signed manually in ink or by DocuSign and returned by the bid opening date and time along with the bidder's bid and any other requirements as stated in the Invitation to Bid document in order for the bidder's Invitation to Bid response to be evaluated.

By signing the "Invitation to Bid for Commodities Contract" form, the bidder guarantees compliance with the provisions stated in this Invitation to Bid.

I. BID PREPARATION COSTS

The State shall not incur any liability for any costs incurred by Contractors in replying to this solicitation, including any activity related to bidding on this solicitation.

J. FAILURE TO COMPLY WITH INVITATION TO BID

Violation of the terms and conditions contained in this solicitation or any resultant contract, at any time before or after the award, shall be grounds for action by the State which may include, but is not limited to, the following:

1. Rejection of a Contractor's bid;
2. Withdrawal of the Intent to Award;
3. Withdrawal of the Award;
4. Negative documentation regarding vendor performance;
5. Termination of the resulting contract;
6. Legal action; or,
7. Suspension of the Contractor from further bidding with the State for the period of time relative to the seriousness of the violation, such period to be within the sole discretion of the State.

K. BID CORRECTIONS

A contractor may correct a mistake in a bid prior to the time of opening by giving written notice to the State of intent to withdraw the bid for modification or to withdraw the bid completely. Changing a bid after opening may be permitted

if the change is made to correct a minor error that does not affect price, quantity, quality, delivery, or contractual conditions. In case of a mathematical error in extension of price, unit price shall govern.

L. LATE BIDS

Bids received after the time and date of the bid opening will be considered late bids. Late bids will be returned unopened, if requested by the Contractor and at Contractor's expense. The State is not responsible for bids that are late or lost regardless of cause or fault.

M. BID OPENING

Anyone may attend the opening. It is considered a public opening. The Buyer will read the names of the respondents. Depending upon the complexity of the bid for goods, the Buyer may read the bids aloud or allow bids be available for viewing by the public during the bid opening. Once the bid opening has concluded, the bids will not be available for viewing until the Intent to Award has been posted. An initial bid tabulation will be posted to the website as soon as feasible. Information identified as proprietary by the submitting contractor, in accordance with the solicitation and state statute, will not be posted. If the state determines submitted information should not be withheld, in accordance with the [Public Records Act](#), or if ordered to release any withheld information, said information may then be released. The submitting contractor will be notified of the release and it shall be the obligation of the submitting contractor to take further action, if it believes the information should not be released.

N. INVITATION TO BID REQUIREMENTS

The bids will first be examined to determine if all requirements listed below have been addressed and whether further evaluation is warranted. Bids not meeting the requirements may be rejected as non-responsive. The requirements are as follows:

1. Original Commodity ITB form signed using an indelible method (electronic signatures approved by the Nebraska Secretary of State are acceptable);
2. Clarity and responsiveness of the bid;
3. Completed Sections II through VI;
4. State's Bid Sheet.

O. EVALUATION COMMITTEE

Bids may be evaluated by members of an Evaluation Committee(s). The Evaluation Committee(s) will consist of individuals selected at the discretion of the State. Names of the members of the Evaluation Committee(s) will not be published prior to the intent to award.

Any contact, attempted contact, or attempt to influence an evaluator that is involved with this solicitation may result in the rejection of this bid and further administrative actions.

P. EVALUATION OF BIDS

All bids that are responsive to the solicitation will be evaluated based on the following:

1. Neb. Rev. Stat. § 81-161 allows the State to consider a variety of factors, including, but not limited to, the quality of performance of previous contracts to be considered when evaluating responses to competitively bid solicitations in determining the lowest responsible bidder. Information obtained from any Vendor Performance Notice or any Vendor Improvement Request (See Terms & Conditions, Section H) may be used in evaluating responses to solicitations for goods and services to determine the best value for the State.
2. Neb. Rev. Stat. § 73-107 allows for a preference for a resident disabled veteran or business located in a designated enterprise zone. When a state contract is to be awarded to the lowest responsible contractor, a resident disabled veteran or a business located in a designated enterprise zone under the Enterprise Zone Act shall be allowed a preference over any other resident or nonresident contractor, if all other factors are equal.

Resident disabled veterans means any person (a) who resides in the State of Nebraska, who served in the United States Armed Forces, including any reserve component or the National Guard, who was discharged or otherwise separated with a characterization of honorable or general (under honorable conditions), and who possesses a disability rating letter issued by the United States Department of Veterans Affairs establishing a service-connected disability or a disability determination from the United States Department of Defense and (b)(i) who owns and controls a business or, in the case of a publicly owned business, more than fifty percent of the stock is owned by one or more persons described in subdivision (a) of this subsection and (ii) the management and daily business operations of the business are controlled by one or more persons described in subdivision(a) of this subsection. Any contract entered into without compliance with this section shall be null and void.

Therefore, if a resident disabled veteran or business located in a designated enterprise zone submits a bid in accordance with Neb. Rev. Stat. § 73-107 and has so indicated on the ITB cover page under "Contractor must complete the following" requesting priority/preference to be considered in the award of this contract, the following will need to be submitted by the contractor within ten (10) business days of request:

- a. Documentation from the United States Armed Forces confirming service;
- b. Documentation of discharge or otherwise separated characterization of honorable or general (under honorable conditions);
- c. Disability rating letter issued by the United States Department of Veterans Affairs establishing a service-connected disability or a disability determination from the United States Department of Defense; and
- d. Documentation which shows ownership and control of a business or, in the case of a publicly owned business, more than fifty percent of the stock is owned by one or more persons described in subdivision (a) of this subsection; and the management and daily business operations of the business are controlled by one or more persons described in subdivision (a) of this subsection.

Failure to submit the requested documentation within ten (10) business days of notice will disqualify the contractor from consideration of the preference.

Q. BEST AND FINAL OFFER

If best and final offers (BAFO) are requested by the State and submitted by the contractor, they will be evaluated (using the stated BAFO criteria) and ranked by the Evaluation Committee. The State reserves the right to conduct more than one BAFO. The award will then be granted to the lowest responsible contractor. However, a contractor should provide its best offer in its original bid. Contractors should not expect that the State will request a BAFO.

R. REFERENCE AND CREDIT CHECKS

The State reserves the right to conduct and consider reference and credit checks. The State reserves the right to use third parties to conduct reference and credit checks. By submitting a bid in response to this solicitation, the contractor grants to the State the right to contact or arrange a visit in person with any or all of the contractor's clients. Reference and credit checks may be grounds to reject a bid, withdraw an intent to award, or rescind the award of a contract.

S. AWARD

The State reserves the right to evaluate bids and award contracts in a manner using criteria selected at the State's discretion and in the State's best interest. After evaluation of the bids, or at any point in the solicitation process, the State of Nebraska may take one or more of the following actions:

1. Amend the solicitation;
2. Extend the time of or establish a new bid opening time;
3. Waive deviations or errors in the State's solicitation process and in contractor bids that are not material, do not compromise the solicitation process or a contractor's bid, and do not improve a contractor's competitive position;
4. Accept or reject a portion of or all of a bid;
5. Accept or reject all bids;
6. Withdraw the solicitation;
7. Elect to rebid the solicitation;
8. Award single lines or multiple lines to one or more contractors; or,
9. Award one or more all-inclusive contracts.

The State of Nebraska may consider, but is not limited to considering, one or more of the following award criteria:

1. Price;
2. Location;
3. Quality;
4. Delivery time;
5. Contractor qualifications and capabilities;
6. State contract management requirements and/or costs; and,

The solicitation does not commit the State to award a contract. Once intent to award decision has been determined, it will be posted to the internet at: <https://das.nebraska.gov/materiel/bidopps.html>

Any protests must be filed by a contractor within ten (10) business days after the intent to award decision is posted to the internet. Grievance and protest procedure is available on the internet at: https://das.nebraska.gov/materiel/docs/pdf/ProtestGrievanceWithGuidance_08042021.pdf

T. SPECIFICATIONS

Any manufacturer's names, trade names, brand names, information and/or catalog numbers listed in a specification are for reference and not intended to limit competition, but will be used as the standard by which equivalent material offered will be judged. The Materiel Administrator or his or her designee will be the sole judge of equivalency. The Contractor may offer any brands which meets or exceeds the specification. When a specific product is required, the solicitation will so state. Any item bid is to be the latest current model under standard production at the time of order. No used or refurbished equipment will be accepted, unless otherwise stated.

U. SAMPLES

When requested, samples should be furnished at the Contractor's expense prior to the opening of the bid, unless another time is specified. Each sample should be labeled clearly, and identify the Contractor's name, the ITB number, item number, and the brand and model number, if applicable. Samples submitted must be the commodities or equipment which would be delivered if awarded the bid. The State reserves the right to request samples even though this may not have been set forth in the solicitation. Samples may be destroyed in testing. If a sample is not destroyed in testing and a Contractor wishes to have the sample returned, it will be returned at the Contractor's expense upon request. The sample will not be returned until thirty (30) calendar days after any bid protest or, the execution of a contract. The Contractor shall have ten (10) calendar days to arrange for the return of the sample to the Contractor following any of the above dates. If no request from the Contractor is received within the above dates, the State reserves the right to use, donate, or surplus the samples in accordance with the State's policies.

V. CORE LIST AND CATALOG/NON-CORE

The State of Nebraska intends to enter into a Contract(s) for state agencies and/or facilities. The contract(s) will be for a list of common use items identified as a Core List and additional items identified as a Catalog/Non-Core List. Catalog/Non-Core List items shall be represented by a catalog or current manufacturer price list(s) containing items not called out in the Core List, as shown in Attachment A, **Value-Added Furniture, Kits and Components for Correctional Industries** 6904 OF, BID SHEET.

1. The Core List shall contain the most repetitively purchased items and will represent those products which the State wishes to establish as standard items based upon their value to the State in terms of quality and price. The Core List shall be subject to a greater discount than the Catalog/Non-Core item list. The State will not accept substitutions on the products listed on the Core List.
2. The Core List identifies the most commonly purchased items but is not a complete list of items purchased by the State, nor does it guarantee future purchase of these products. The State reserves the right to add or remove items from the Core Item list based on usage.
3. Catalog/Non-Core List items are defined as those additional items available from the contractor not listed as part of the Core List. Prices for Catalog/Non-Core items shall be determined by applying the quoted discount for the item(s)/category to the manufacturer's current catalog or manufacturer contractor's price list(s). The discount percentage for the Catalog/Non-Core items shall remain firm for the duration of the contract period.
4. All items not included on the Core List shall be considered Catalog/Non-Core Items.
5. At the request of the State Purchasing Bureau, the contractor shall block availability on certain Catalog/Non-Core items as identified by State Purchasing Bureau (i.e. printing, weapons, furniture, vehicles, micrographic equipment/copiers, mail equipment, and office supplies).
6. Any quantities stated are estimated annual quantities and shall not be construed to be either a minimum or a maximum. The State will not accept substitutions.
7. A manufacturer's model/number has been provided for each item, if requested.
8. In those cases where items may have been more than one brand name, the contractor may submit a bid on either brand. Please indicate which brand was proposed. Contractor must complete Attachment A, **Value-Added Furniture, Kits and Components for Correctional Industries**, 6904 OF, BID SHEET. Pay special attention to the unit of measure.
9. Prices for Catalog/Non-Core items shall be determined by applying the quoted discount for the item to the manufacturer's current catalog or price list. The percentage discount for the items shall remain firm for the duration of the contract period. Bidder Contractor must clearly state the date of the catalog or price list used and provide a copy of the catalog to the State Purchasing Bureau upon request.

10. The pricing structure, consisting of all pricing formulas and pertinent information, for all non-core items must be clearly defined and documented for future auditing purposes.
11. The percentage discount rate for Catalog/Non-Core items or categories will not decrease during the life of the contract.
12. A firm percentage rate must be quoted by item or category, but a percentage range will not be considered by item or category.
13. Catalog/Non-Core Categories have been identified as follows:
 - a. Office & Task Seating (excluding core items)
 - b. Office & Task Stools (excluding core items)
 - c. Nightingale Khroma Seating, Alternative Models (excluding core items)
 - d. Upholstered Lounge or Common Areas Furniture (excluding core items)
 - e. Modular Furniture Systems (excluding core items)
 - f. Table bases (excluding core items)
 - g. Other Materials/Components (excluding core items)
14. After award of the contract(s), the contractor shall supply additional copies of the current catalog or price list used for this solicitation for distribution to any requesting state agency at no charge within ten (10) business days of request.
15. Additional catalogs and/or price lists may be required and shall be provided without charge.
16. Any catalog or price list revisions which occur during the duration of the contract shall be provided upon request and without charge.
17. Usage reports may be requested by the State Purchasing Bureau. The reporting period may be determined based on need and may include the following:
 - a. Fill rate information for Core List and Catalog/Non-Core items, statewide and by agency to include the number of orders received, orders processed, back orders, and partially filled orders.
 - b. Usage reports by agency and statewide indicating the numbers of each Core List and Catalog/Non-Core item sold.
18. Any additional report the State Purchasing Bureau may deem necessary
19. Contractor will not substitute any Core List item that has been awarded without prior written approval of State Purchasing Bureau.

W. ALTERNATE/EQUIVALENT BIDS

Contractor may offer bids which are at variance from the express specifications of the solicitation. The State reserves the right to consider and accept such bids if, in the judgment of SPB, the bid will result in goods and/or services equivalent to or better than those which would be supplied in the original bid specifications. Contractor must indicate on the solicitation the manufacturer's name, number and shall submit with their bid, sketches, descriptive literature and/or complete specifications. Reference to literature submitted with a previous bid will not satisfy this provision. Bids which do not comply with these requirements are subject to rejection. In the absence of any stated deviation or exception, the bid will be accepted as in strict compliance with all terms, conditions and specification, and the Contractor shall be held liable therefore.

X. LUMP SUM OR "ALL OR NONE" BIDS

The State reserves the right to purchase item-by-item, by groups or as a total when the State may benefit by so doing. Contractors may submit a bid on an "all or none" or "lump sum" basis, but should also submit a bid on an item-by-item basis. The term "all or none" means a conditional bid which requires the purchase of all items on which bids are offered and bidder declines to accept award on individual items; a "lump sum" bid is one in which the bidder offers a lower price than the sum of the individual bids if all items are purchased, but agrees to deliver individual items at the prices quoted.

“LUMP SUM” OR “ALL OR NONE” BIDS SHOULD BE CONSPICUOUSLY MARKED ON THE FIRST PAGE OF THE ITB AND BID SHEET (IF APPLICABLE)

Y. ALTERNATIVE SUBMISSION METHODS PROHIBITED

SPB will not accept bids by mail, email, voice, or telephone bid **except** for one-time purchases under \$50,000.00.

Z. BID TABULATIONS

Bid tabulations are available on the website at: <https://das.nebraska.gov/materiel/bidopps.html>.

AA. REJECTION OF BIDS

The State reserves the right to reject any or all bids, wholly or in part, in the best interest of the State.

BB. RESIDENT BIDDER

Pursuant to Neb. Rev. Stat. §§ 73-101.01 through 73-101.02, a resident bidder shall be allowed a preference against a non-resident bidder from a state which gives or requires a preference to bidders from that state. The preference shall be equal to the preference given or required by the state of the nonresident bidders. Where the lowest responsible bid from a resident bidder is equal in all respects to one from a nonresident bidder from a state which has no preference law, the resident bidder shall be awarded the contract. The provision of this preference shall not apply to any contract for any project upon which federal funds would be withheld because of the provisions of this preference.

II. TERMS AND CONDITIONS

By signing the solicitation, Contractor agrees to be legally bound by all the accepted terms and conditions as well as any proposed alternative terms and conditions submitted with the bid. The State reserves the right to negotiate rejected or proposed alternative language. If the State and Contractor fail to agree on the final Terms and Conditions, the State reserves the right to reject the bid. The State is soliciting bids in response to the solicitation. The State reserves the right to reject bids that attempt to substitute the Contractor's commercial contracts and/or documents for this solicitation.

The Contractor should submit with their bid any license, user agreement, service level agreement, or similar documents that the Contractor wants incorporated in the Contract. Upon notice of Intent to Award, the Contractor must submit a copy of these documents in an editable Word format. The State will not consider incorporation of any document not submitted with the Contractor's bid. These documents shall be subject to negotiation and will be incorporated as addendums if agreed to by the Parties.

If a conflict or ambiguity arises after the addendums have been negotiated and agreed to, the addendums shall be interpreted as follows:

1. If only one (1) Party's document has a particular clause then that clause shall control;
2. If both Party's documents have a similar clause, but the clauses do not conflict, the clauses shall be read together;
3. If both Party's documents have a similar clause, but the clauses conflict, the State's clause shall control.

A. GENERAL

The contract resulting from this solicitation shall incorporate the following documents:

1. Invitation to Bid and Addenda;
2. Amendments to the solicitation;
3. Questions and Answers;
4. Contractor's bid response;
5. The executed Contract and any Addenda, if applicable, and properly submitted documents; and,
6. Amendments to the Contract

These documents constitute the entirety of the contract.

Unless otherwise specifically stated in a future contract amendment, in case of any conflict between the incorporated documents, the documents shall govern in the following order of preference with number one (1) receiving preference over all other documents and with each lower numbered document having preference over any higher numbered document: 1) Amendment to the executed Contract with the most recent dated amendment having the highest priority, 2) executed Contract and any attached Addenda, 3) Amendments to solicitation and any Questions and Answers, 4) the original solicitation document and any Addenda, and 5) the Contractor's submitted Bid.

Any ambiguity or conflict in the contract discovered after its execution, not otherwise addressed herein, shall be resolved in accordance with the rules of contract interpretation as established in the State.

B. NOTIFICATION

Contractor and State shall identify the contract manager who shall serve as the point of contact for the executed contract.

Communications regarding the executed contract shall be in writing and shall be deemed to have been given if delivered personally; electronically, return receipt requested; or mailed, return receipt requested. All notices, requests, or communications shall be deemed effective upon receipt. Either Party may change its address for notification purposes by giving notice of the change, and setting forth the new address and an effective date.

C. NOTICE (POC)

The State reserves the right to appoint a Buyer's Representative to manage [or assist the Buyer in managing] the contract on behalf of the State. The Buyer's Representative will be appointed in writing, and the appointment document will specify the extent of the Buyer's Representative authority and responsibilities. If a Buyer's Representative is appointed, the Contractor will be provided a copy of the appointment document and is expected to cooperate accordingly with the Buyer's Representative. The Buyer's Representative has no authority to bind the State to a contract, amendment, addendum, or other change or addition to the contract.

D. GOVERNING LAW (Nonnegotiable)

Notwithstanding any other provision of this contract, or any amendment or addendum(s) entered into contemporaneously or at a later time, the parties understand and agree that, (1) the State of Nebraska is a sovereign state and its authority to contract is therefore subject to limitation by the State's Constitution, statutes, common law, and regulation; (2) this contract will be interpreted and enforced under the laws of the State of Nebraska; (3) any

action to enforce the provisions of this contract must be brought in the State of Nebraska per state law; (4) the person signing this contract on behalf of the State of Nebraska does not have the authority to waive the State's sovereign immunity, statutes, common law, or regulations; (5) the indemnity, limitation of liability, remedy, and other similar provisions of the final contract, if any, are entered into subject to the State's Constitution, statutes, common law, regulations, and sovereign immunity; and, (6) all terms and conditions of the final contract, including but not limited to the clauses concerning third-party use, licenses, warranties, limitations of liability, governing law and venue, usage verification, indemnity, liability, remedy or other similar provisions of the final contract are entered into specifically subject to the State's Constitution, statutes, common law, regulations, and sovereign immunity.

The Parties must comply with all applicable local, state and federal laws, ordinances, rules, orders, and regulations.

E. BEGINNING OF WORK

The Contractor shall not commence any billable work until a valid contract has been fully executed by the State and the successful Contractor. The Contractor will be notified in writing when work may begin.

F. AMENDMENT

This Contract may be amended in writing, within scope, upon the agreement of both parties.

G. CHANGE ORDERS OR SUBSTITUTIONS

The State and the Contractor, upon the written agreement, may make changes to the contract within the general scope of the solicitation. Changes may involve specifications, the quantity of work, or such other items as the State may find necessary or desirable. Corrections of any deliverable, service, or work required pursuant to the contract shall not be deemed a change. The Contractor may not claim forfeiture of the contract by reasons of such changes.

The Contractor shall prepare a written description of the work required due to the change and an itemized cost sheet for the change. Changes in work and the amount of compensation to be paid to the Contractor shall be determined in accordance with applicable unit prices if any, a pro-rated value, or through negotiations. The State shall not incur a price increase for changes that should have been included in the Contractor's bid, were foreseeable, or result from difficulties with or failure of the Contractor's bid or performance.

No change shall be implemented by the Contractor until approved by the State, and the Contract is amended to reflect the change and associated costs, if any. If there is a dispute regarding the cost, but both parties agree that immediate implementation is necessary, the change may be implemented, and cost negotiations may continue with both Parties retaining all remedies under the contract and law.

In the event any product is discontinued or replaced upon mutual consent during the contract period or prior to delivery, the State reserves the right to amend the contract or purchase order to include the alternate product at the same price.

*****Contractor will not substitute any item that has been awarded without prior written approval of SPB*****

H. RECORD OF VENDOR PERFORMANCE

The State may document the vendor's performance, which may include, but is not limited to, the customer service provided by the vendor, the ability of the vendor, the skill of the vendor, and any instance(s) of products or services delivered or performed which fail to meet the terms of the purchase order, contract, and/or Invitation to Bid specifications. In addition to other remedies and options available to the State, the State may issue one or more notices to the vendor outlining any issues the State has regarding the vendor's performance for a specific contract ("Vendor Performance Notice"). The State may also document the Vendor's performance in a report, which may or may not be provided to the vendor ("Vendor Improvement Request"). The Vendor shall respond to any Vendor Performance Notice or Vendor Improvement Request in accordance with such notice or request. At the sole discretion of the State, such Vendor Performance Notices and Vendor Improvement Requests may be placed in the State's records regarding the vendor and may be considered by the State and held against the vendor in any future contract or award opportunity.

I. NOTICE OF POTENTIAL CONTRACTOR BREACH

If Contractor breaches the contract or anticipates breaching the contract, the Contractor shall immediately give written notice to the State. The notice shall explain the breach or potential breach, a proposed cure, and may include a request for a waiver of the breach if so desired. The State may, in its discretion, temporarily or permanently waive the breach. By granting a waiver, the State does not forfeit any rights or remedies to which the State is entitled by law or equity, or pursuant to the provisions of the contract. Failure to give immediate notice, however, may be grounds for denial of any request for a waiver of a breach.

J. BREACH

Either Party may terminate the contract, in whole or in part, if the other Party breaches its duty to perform its obligations under the contract in a timely and proper manner. Termination requires written notice of default and a thirty (30) calendar day (or longer at the non-breaching Party's discretion considering the gravity and nature of the default) cure period. Said notice shall be delivered by email, read-receipt requested; Certified Mail, Return Receipt Requested; or in person with proof of delivery. Allowing time to cure a failure or breach of contract does not waive the right to immediately terminate the contract for the same or different contract breach which may occur at a different time.

In case of breach by the Contractor, the State may, without unreasonable delay, make a good faith effort to make a reasonable purchase or contract to purchased goods in substitution of those due from the contractor. The State may recover from the Contractor as damages the difference between the costs of covering the breach. Notwithstanding any clause to the contrary, the State may also recover the contract price together with any incidental or consequential damages defined in UCC Section 2-715, but less expenses saved in consequence of Contractor's breach. OR In case of default of the Contractor, the State may contract the service from other sources and hold the Contractor responsible for any excess cost occasioned thereby.

The State's failure to make payment shall not be a breach, and the Contractor shall retain all available statutory remedies. (See Indemnity - Self-Insurance and Payment)

K. NON-WAIVER OF BREACH

The acceptance of late performance with or without objection or reservation by a Party shall not waive any rights of the Party nor constitute a waiver of the requirement of timely performance of any obligations remaining to be performed.

L. SEVERABILITY

If any term or condition of the contract is declared by a court of competent jurisdiction to be illegal or in conflict with any law, the validity of the remaining terms and conditions shall not be affected, and the rights and obligations of the parties shall be construed and enforced as if the contract did not contain the provision held to be invalid or illegal.

M. INDEMNIFICATION

1. GENERAL

The Contractor agrees to defend, indemnify, and hold harmless the State and its employees, volunteers, agents, and its elected and appointed officials ("the indemnified parties") from and against any and all claims, liens, demands, damages, liability, actions, causes of action, losses, judgments, costs, and expenses of every nature, including investigation costs and expenses, settlement costs, and attorney fees and expenses ("the claims"), sustained or asserted against the State for personal injury, death, or property loss or damage, arising out of, resulting from, or attributable to the willful misconduct, negligence, error, or omission of the Contractor, its employees, subcontractors, consultants, representatives, and agents, resulting from this contract, except to the extent such Contractor liability is attenuated by any action of the State which directly and proximately contributed to the claims.

2. INTELLECTUAL PROPERTY

The Contractor agrees it will, at its sole cost and expense, defend, indemnify, and hold harmless the indemnified parties from and against any and all claims, to the extent such claims arise out of, result from, or are attributable to, the actual or alleged infringement or misappropriation of any patent, copyright, trade secret, trademark, or confidential information of any third party by the Contractor or its employees, subcontractors, consultants, representatives, and agents; provided, however, the State gives the Contractor prompt notice in writing of the claim. The Contractor may not settle any infringement claim that will affect the State's use of the Licensed Software without the State's prior written consent, which consent may be withheld for any reason.

If a judgment or settlement is obtained or reasonably anticipated against the State's use of any intellectual property for which the Contractor has indemnified the State, the Contractor shall, at the Contractor's sole cost and expense, promptly modify the item or items which were determined to be infringing, acquire a license or licenses on the State's behalf to provide the necessary rights to the State to eliminate the infringement, or provide the State with a non-infringing substitute that provides the State the same functionality. At the State's election, the actual or anticipated judgment may be treated as a breach of warranty by the Contractor, and the State may receive the remedies provided under this solicitation.

3. SELF-INSURANCE (Statutory)

The State is self-insured for any loss and purchases excess insurance coverage pursuant to Neb. Rev. Stat. § 81-8,239.01. If there is a presumed loss under the provisions of this contract, Contractor may file a claim with the Office of Risk Management pursuant to Neb. Rev. Stat. §§ 81-8,829 through 81-8,306 for review by the State Claims Board. The State retains all rights and immunities under the State Miscellaneous (§ 81-8,294), Tort (§ 81-8,209), and Contract Claim Acts (§ 81-8,302), as outlined in Neb. Rev. Stat. § 81-8,209 et seq. and under any other provisions of law and accepts liability under this contract to the extent provided by law.

N. ATTORNEY'S FEES

In the event of any litigation, appeal, or other legal action to enforce any provision of the contract, the Parties agree to pay all expenses of such action, as permitted by law and if ordered by the court, including attorney's fees and costs, if the other Party prevails.

O. ASSIGNMENT, SALE, OR MERGER

Either Party may assign the contract upon mutual written agreement of the other Party. Such agreement shall not be unreasonably withheld.

The Contractor retains the right to enter into a sale, merger, acquisition, internal reorganization, or similar transaction involving Contractor's business. Contractor agrees to cooperate with the State in executing amendments to the contract to allow for the transaction. If a third party or entity is involved in the transaction, the Contractor will remain responsible for performance of the contract until such time as the person or entity involved in the transaction agrees in writing to be contractually bound by this contract and perform all obligations of the contract.

P. CONTRACTING WITH OTHER POLITICAL SUBDIVISIONS OF THE STATE OR ANOTHER STATE

The Contractor may, but shall not be required to, allow agencies, as defined in Neb. Rev. Stat. § 81-145, to use this contract. The terms and conditions, including price, of the contract may not be amended. The State shall not be contractually obligated or liable for any contract entered into pursuant to this clause.

The Contractor may, but shall not be required to, allow other states, agencies or divisions of other states, or political subdivisions of other states to use this contract. The terms and conditions, including price, of this contract shall apply to any such contract, but may be amended upon mutual consent of the Parties. The State of Nebraska shall not be contractually or otherwise obligated or liable under any contract entered into pursuant to this clause. The State shall be notified if a contract is executed based upon this contract.

Q. FORCE MAJEURE

Neither Party shall be liable for any costs or damages, or for default resulting from its inability to perform any of its obligations under the contract due to an unforeseeable natural or man-made event outside the control and not the fault of the affected Party ("Force Majeure Event"). The Party so affected shall immediately make a written request for relief to the other Party, and shall have the burden of proof to justify the request. The other Party may grant the relief requested; relief may not be unreasonably withheld. Labor disputes with the impacted Party's own employees will not be considered a Force Majeure Event.

R. CONFIDENTIALITY

All materials and information provided by the Parties or acquired by a Party on behalf of the other Party shall be regarded as confidential information. All materials and information provided or acquired shall be handled in accordance with federal and state law, and ethical standards. Should said confidentiality be breached by a Party, the Party shall notify the other Party immediately of said breach and take immediate corrective action.

It is incumbent upon the Parties to inform their officers and employees of the penalties for improper disclosure imposed by the Privacy Act of 1974, 5 U.S.C. 552a. Specifically, 5 U.S.C. 552a (i)(1), which is made applicable by 5 U.S.C. 552a (m)(1), provides that any officer or employee, who by virtue of his/her employment or official position has possession of or access to agency records which contain individually identifiable information, the disclosure of which is prohibited by the Privacy Act or regulations established thereunder, and who knowing that disclosure of the specific material is prohibited, willfully discloses the material in any manner to any person or agency not entitled to receive it, shall be guilty of a misdemeanor and fined not more than \$5,000.

S. EARLY TERMINATION

The contract may be terminated as follows:

1. The State and the Contractor, by mutual written agreement, may terminate the contract at any time.
2. The State, at its sole discretion, may terminate the contract for any reason upon thirty (30) calendar days' written notice to the Contractor. Such termination shall not relieve the Contractor of warranty or other service

obligations incurred under the terms of the contract. In the event of termination the Contractor shall be entitled to payment, determined on a pro rata basis, for products or services satisfactorily performed or provided.

3. The State may terminate the contract immediately for the following reasons:
 - a. if directed to do so by statute;
 - b. Contractor has made an assignment for the benefit of creditors, has admitted in writing its inability to pay debts as they mature, or has ceased operating in the normal course of business;
 - c. a trustee or receiver of the Contractor or of any substantial part of the Contractor's assets has been appointed by a court;
 - d. fraud, misappropriation, embezzlement, malfeasance, misfeasance, or illegal conduct pertaining to performance under the contract by its Contractor, its employees, officers, directors, or shareholders;
 - e. an involuntary proceeding has been commenced by any party against the Contractor under any one of the chapters of Title 11 of the United States Code and (i) the proceeding has been pending for at least sixty (60) calendar days; or (ii) the Contractor has consented, either expressly or by operation of law, to the entry of an order for relief; or (iii) the Contractor has been decreed or adjudged a debtor;
 - f. a voluntary petition has been filed by the Contractor under any of the chapters of Title 11 of the United States Code;
 - g. Contractor intentionally discloses confidential information;
 - h. Contractor has or announces it will discontinue support of the deliverable; and,
 - i. In the event funding is no longer available.

T. CONTRACT CLOSEOUT

Upon termination of the contract for any reason the Contractor shall within thirty (30) days, unless stated otherwise herein:

1. Transfer all completed or partially completed deliverables to the State;
2. Transfer ownership and title to all completed or partially completed deliverables to the State;
3. Return to the State all information and data, unless the Contractor is permitted to keep the information or data by contract or rule of law. Contractor may retain one copy of any information or data as required to comply with applicable work product documentation standards or as are automatically retained in the course of Contractor's routine back up procedures;
4. Cooperate with any successor contractor, person or entity in the assumption of any or all of the obligations of this contract;
5. Cooperate with any successor contractor, person or entity with the transfer of information or data related to this contract;
6. Return or vacate any state owned real or personal property; and,
7. Return all data in a mutually acceptable format and manner.

Nothing in this section should be construed to require the Contractor to surrender intellectual property, real or person property, or information or data owned by the Contractor for which the State has no legal claim.

III. CONTRACTOR DUTIES

A. INDEPENDENT CONTRACTOR / OBLIGATIONS

It is agreed that the Contractor is an independent contractor and that nothing contained herein is intended or should be construed as creating or establishing a relationship of employment, agency, or a partnership.

The Contractor is solely responsible for fulfilling the contract. The Contractor or the Contractor's representative shall be the sole point of contact regarding all contractual matters.

The Contractor shall secure, at its own expense, all personnel required to perform the services under the contract. The personnel the Contractor uses to fulfill the contract shall have no contractual or other legal relationship with the State; they shall not be considered employees of the State and shall not be entitled to any compensation, rights or benefits from the State, including but not limited to, tenure rights, medical and hospital care, sick and vacation leave, severance pay, or retirement benefits.

By-name personnel commitments made in the Contractor's bid shall not be changed without the prior written approval of the State. Replacement of these personnel, if approved by the State, shall be with personnel of equal or greater ability and qualifications.

The Contractor warrants that all persons assigned to the project shall be employees of the Contractor or a subcontractor and shall be fully qualified to perform the work required herein. Personnel employed by the Contractor or a subcontractor to fulfill the terms of the contract shall remain under the sole direction and control of the Contractor or the subcontractor respectively.

With respect to its employees, the Contractor agrees to be solely responsible for the following:

1. Any and all pay, benefits, and employment taxes and/or other payroll withholding;
2. Any and all vehicles used by the Contractor's employees, including all insurance required by state law;
3. Damages incurred by Contractor's employees within the scope of their duties under the contract;
4. Maintaining Workers' Compensation and health insurance that complies with state and federal law and submitting any reports on such insurance to the extent required by governing law;
5. Determining the hours to be worked and the duties to be performed by the Contractor's employees; and,
6. All claims on behalf of any person arising out of employment or alleged employment (including without limit claims of discrimination alleged against the Contractor, its officers, agents, or subcontractors or subcontractor's employees).

If the Contractor intends to use any subcontractor, the subcontractor's level of effort, tasks, and time allocation must be clearly defined in the Contractor's bid. The Contractor shall agree that it will not utilize any subcontractors not specifically included in its bid in the performance of the contract without the prior written authorization of the State. If the Contractor subcontracts any of the work, the Contractor agrees to pay any and all subcontractors in accordance with the Contractor's agreement with the respective subcontractor(s).

The State reserves the right to require the Contractor to reassign or remove from the project any Contractor or subcontractor employee.

Contractor shall insure that the terms and conditions contained in any contract with a subcontractor does not conflict with the terms and conditions of this contract.

The Contractor shall include a similar provision, for the protection of the State, in the contract with any subcontractor engaged to perform work on this contract.

B. EMPLOYEE WORK ELIGIBILITY STATUS

The Contractor is required and hereby agrees to use a federal immigration verification system to determine the work eligibility status of employees physically performing work within the State. A federal immigration verification system means the electronic verification of the work authorization program authorized by the Illegal Immigration Reform and Immigrant Responsibility Act of 1996, 8 U.S.C. 1324a, known as the E-Verify Program, or an equivalent federal program designated by the United States Department of Homeland Security or other federal agency authorized to verify the work eligibility status of an employee.

If the Contractor is an individual or sole proprietorship, the following applies:

1. The Contractor must complete the United States Citizenship Attestation Form, available on the DAS website at https://das.nebraska.gov/materiel/purchase_bureau/vendor-info.html. The completed United States Attestation Form should be submitted with the solicitation response.
2. If the Contractor indicates on the attestation form that he or she is a qualified alien, the Contractor agrees to provide the U.S. Citizenship and Immigration Services documentation required to verify the Contractor's lawful presence in the United States using the Systematic Alien Verification for Entitlements (SAVE) Program.
3. The Contractor understands and agrees that lawful presence in the United States is required and the Contractor may be disqualified or the contract terminated if such lawful presence cannot be verified as required by Neb. Rev. Stat. § 4-108.

C. COMPLIANCE WITH CIVIL RIGHTS LAWS AND EQUAL OPPORTUNITY EMPLOYMENT/NONDISCRIMINATION (Statutory)

The Contractor shall comply with all applicable local, state, and federal statutes and regulations regarding civil rights laws and equal opportunity employment. The Nebraska Fair Employment Practice Act prohibits Contractors of the State, and their subcontractors, from discriminating against any employee or applicant for employment, with respect to hire, tenure, terms, conditions, compensation, or privileges of employment because of race, color, religion, sex, disability, marital status, or national origin (Neb. Rev. Stat. §§ 48-1101 through 48-1125). The Contractor guarantees compliance with the Nebraska Fair Employment Practice Act, and breach of this provision shall be regarded as a material breach of contract. The Contractor shall insert a similar provision in all subcontracts for goods or services to be covered by any contract resulting from this solicitation.

D. COOPERATION WITH OTHER CONTRACTORS

Contractor may be required to work with or in close proximity to other contractors or individuals that may be working on the same or different projects. The Contractor shall agree to cooperate with such other contractors or individuals, and shall not commit or permit any act which may interfere with the performance of work by any other contractor or individual. Contractor is not required to compromise Contractor's intellectual property or proprietary information unless expressly required to do so by this contract.

E. DISCOUNTS

Prices quoted shall be inclusive of ALL trade discounts. Cash discount terms of less than thirty (30) days will not be considered as part of the bid. Cash discount periods will be computed from the date of receipt of a properly executed claim voucher or the date of completion of delivery of all items in a satisfactory condition, whichever is later.

F. PRICES

Prices quoted shall be net, including transportation and delivery charges fully prepaid by the contractor, F.O.B. destination named in the solicitation. No additional charges will be allowed for packing, packages, or partial delivery costs. When an arithmetic error has been made in the extended total, the unit price will govern.

Prices submitted on the cost bid form shall remain fixed for the first twelve (12) months of the of the contract. Any request for a price increase subsequent to the first twelve (12) months should be requested sixty (60) days in advance of the end of the twelve month period. One (1) price increase per every twelve (12) months will be allowed with sufficient supporting documentation to show requested increase aligns with manufacturing costs. No increases for labor costs or profit percentage will be allowed.

For non-core/catalog items, new pricing may be established by the publication of new price list(s) and/or catalogs, provided that a minimum of thirty (30) days' notice has been given and the vendor can document that any such new price list and/or catalog is published for all customers. Failure to provide appropriate notice of price list/catalog price changes by written notice to the State Purchasing Bureau AND Cornhusker State Industries will result in the lowest price point being honored by the contractor until the thirty (30) day notice period has been met.

Any requests for a price increase must be submitted in writing to the State Purchasing Bureau a minimum of sixty (60) days prior to the end of the current contract period and accompanied by any and all supporting documentation such as previous and current invoices or a manufacturer's notification letter indicating the percentage of increase. Documentation will be required by the State to support the price increase. .

The State reserves the right to deny any requested price increase. No price increases are to be effective or billed to any State Agencies prior to written amendment of the contract by the parties.

The State will be given full proportionate benefit of any decreases for the term of the contract.

G. COST CLARIFICATION

The State reserves the right to review all aspects of cost for reasonableness and to request clarification of any bid where the cost component shows significant and unsupported deviation from industry standards or in areas where detailed pricing is required.

H. PERMITS, REGULATIONS, LAWS

The contract price shall include the cost of all royalties, licenses, permits, and approvals, whether arising from patents, trademarks, copyrights or otherwise, that are in any way involved in the contract. The Contractor shall obtain and pay for all royalties, licenses, and permits, and approvals necessary for the performance of the contract. The Contractor must guarantee that it has the full legal right to the materials, supplies, equipment, software, and other items used to execute this contract.

I. NOTICE OF POTENTIAL CONTRACTOR BREACH

If Contractor breaches the contract or anticipates breaching the contract the Contractor shall immediately give written notice to the State. The notice shall explain the breach or potential breach, and may include a request for a waiver of the breach if so desired. The State may, at its discretion, temporarily or permanently waive the breach. By granting a temporary waiver, the State does not forfeit any rights or remedies to which the State is entitled by law or equity, or pursuant to the provisions of the contract. Failure to give immediate notice, however, may be grounds for denial of any request for a waiver of a breach.

J. ANTITRUST

The Contractor hereby assigns to the State any and all claims for overcharges as to goods and/or services provided in connection with this contract resulting from antitrust violations which arise under antitrust laws of the United States and the antitrust laws of the State.

K. CONFLICT OF INTEREST

By submitting a bid, bidder certifies that no relationship exists between the bidder and any person or entity which either is, or gives the appearance of, a conflict of interest related to this Invitation to Bid or project.

Bidder further certifies that bidder will not employ any individual known by bidder to have a conflict of interest nor shall bidder take any action or acquire any interest, either directly or indirectly, which will conflict in any manner or degree with the performance of its contractual obligations hereunder or which creates an actual or appearance of conflict of interest.

If there is an actual or perceived conflict of interest, bidder shall provide with its bid a full disclosure of the facts describing such actual or perceived conflict of interest and a proposed mitigation plan for consideration. The State will then consider such disclosure and proposed mitigation plan and either approve or reject as part of the overall bid evaluation.

L. STATE PROPERTY

The Contractor shall be responsible for the proper care and custody of any State-owned property which is furnished for the Contractor's use during the performance of the contract. The Contractor shall reimburse the State for any loss or damage of such property; normal wear and tear is expected.

M. SITE RULES AND REGULATIONS

The Contractor shall use its best efforts to ensure that its employees, agents, and subcontractors comply with site rules and regulations while on State premises. If the Contractor must perform on-site work outside of the daily operational hours set forth by the State, it must make arrangements with the State to ensure access to the facility and the equipment has been arranged. No additional payment will be made by the State on the basis of lack of access, unless the State fails to provide access as agreed to in writing between the State and the Contractor.

U. NDCS SECURITY

1. CONTRACTOR'S personnel shall be subject to NDCS background security checks prior to their arrival on site and will carry proper identification with them at all times while on facility grounds.
2. CONTRACTOR shall make its employees aware of the provisions of Neb. Rev. Stat. § 28-322.01, which state that a person commits the offense of sexual abuse of an inmate or parolee if such person subjects an inmate or parolee to sexual penetration or sexual contact, because an inmate or parolee is not legally capable of giving consent to any such relationship. Neb. Rev. Stat. § 28-322 states that individuals "working under contract with the department" are included in the list of persons prohibited from having sexual relations with one or more of NDCS' inmates. CONTRACTOR will promptly notify NDCS if allegations of sexual abuse or contact become known.

3. CONTRACTOR shall make his/her employees aware of the Nebraska Department of Correctional Services, Policy 112.31 (Code of Ethics and Conduct). CONTRACTOR may be required to sign and return documentation showing receipt of NDCS Policy 112.31 (Code of Ethics and Conduct).
4. CONTRACTOR shall inform his/her personnel of the Nebraska Department of Correctional Services Tobacco Policy, which states that tobacco and tobacco-related products are contraband and must not be carried into any NDCS-owned or controlled property. Such products must remain in CONTRACTOR'S locked vehicle while on NDCS-owned or controlled property.
5. CONTRACTOR and his/her personnel may be subject to pat searches and tool inventory upon arrival and departure from NDCS facilities.
6. Wireless devices and/or cellular phones are prohibited at NDCS facilities unless prior approval is given. Wireless devices include type smart watches or other electronic devices with internet connection. If wireless devices are necessary for use on site at NDCS, CONTRACTOR will seek prior approval to carry such devices by requesting the Cellular Device Institutional Use Report form. All persons are prohibited from providing a cellphone/electronic communication device to an inmate of any facility, per Policy104.05. Electronic Communication Devices.

N. ADVERTISING

The Contractor agrees not to refer to the contract award in advertising in such a manner as to state or imply that the company or its goods and services are endorsed or preferred by the State. Any publicity releases pertaining to the project shall not be issued without prior written approval from the State.

O. DISASTER RECOVERY/BACK UP PLAN

The Contractor shall have a disaster recovery and back-up plan to allow for continued delivery of goods or services under the specifications of the contract in the event of a disaster. The plan should include disaster contingency details related to equipment, personnel, facilities, and transportation. A copy of the disaster recovery and back-up plan should be provided upon request to the State.

P. DRUG POLICY

Contractor certifies it maintains a drug free work place environment to ensure worker safety and workplace integrity. Contractor agrees to provide a copy of its drug free workplace policy at any time upon request by the State.

Q. WARRANTY

Despite any clause to the contrary, the Contractor represents and warrants that its services hereunder shall be performed by competent personnel and shall be of professional quality consistent with generally accepted industry standards for the performance of such services and shall comply in all respects with the requirements of this Contract. For any breach of this warranty, the Contractor shall, for a period of ninety (90) days from performance of the service, perform the services again, at no cost to the State, or if Contractor is unable to perform the services as warranted, Contractor shall reimburse the State for all fees paid to Contractor for the unsatisfactory services. The rights and remedies of the parties under this warranty are in addition to any other rights and remedies of the parties provided by law or equity, including, without limitation actual damages, and, as applicable and awarded under the law, to a prevailing Party, reasonable attorneys' fees and costs.

R. TIME IS OF THE ESSENCE

Time is of the essence with respect to Contractor's performance and deliverables pursuant to this contract.

IV. PAYMENT

A. PROHIBITION AGAINST ADVANCE PAYMENT (Nonnegotiable)

Neb. Rev. Stat. § 81-2403 states, “[n]o goods or services shall be deemed to be received by an agency until all such goods or services are completely delivered and finally accepted by the agency.”

B. TAXES (Nonnegotiable)

The State is not required to pay taxes and assumes no such liability as a result of this solicitation. The Contractor may request a copy of the Nebraska Department of Revenue, Nebraska Resale or Exempt Sale Certificate for Sales Tax Exemption, Form 13 for their records. Any property tax payable on the Contractor’s equipment which may be installed in a state-owned facility is the responsibility of the Contractor.

C. INVOICES (Nonnegotiable)

Invoices for payments must be submitted by the Contractor to the agency requesting the goods or services with sufficient detail to support payment, including the purchase order number used by the ordering agency.. The terms and conditions included in the Contractor’s invoice shall be deemed to be solely for the convenience of the parties. No terms or conditions of any such invoice shall be binding upon the State, and no action by the State, including without limitation the payment of any such invoice in whole or in part, shall be construed as binding or estopping the State with respect to any such term or condition, unless the invoice term or condition has been previously agreed to by the State as an amendment to the contract. **The State shall have forty-five (45) calendar days to pay after a valid and accurate invoice is received by the State.**

D. INSPECTION AND APPROVAL

Final inspection and approval of all work required under the contract shall be performed by the designated State officials.

E. PAYMENT (Nonnegotiable)

Payment will be made by the responsible agency in compliance with the State of Nebraska Prompt Payment Act. See Neb. Rev. Stat. § 81-2403. The State may require the Contractor to accept payment by electronic means such as ACH deposit. In no event shall the State be responsible or liable to pay for any goods and services provided by the Contractor prior to the effective date of the contract, and the Contractor hereby waives any claim or cause of action for any such services.

F. LATE PAYMENT (Nonnegotiable)

The Contractor may charge the responsible agency interest for late payment in compliance with the State of Nebraska Prompt Payment Act. See Neb. Rev. Stat. §§ 81-2401 through 81-2408.

G. SUBJECT TO FUNDING / FUNDING OUT CLAUSE FOR LOSS OF APPROPRIATIONS (Nonnegotiable)

The State’s obligation to pay amounts due on the Contract for a fiscal years following the current fiscal year is contingent upon legislative appropriation of funds. Should funds not be appropriated, the State may terminate the contract with respect to those payments for the fiscal year(s) for which such funds are not appropriated. The State will give the Contractor written notice thirty (30) calendar days prior to the effective date of termination. All obligations of the State to make payments after the termination date will cease. The Contractor shall be entitled to receive just and equitable compensation for any authorized work which has been satisfactorily completed as of the termination date. In no event shall the Contractor be paid for a loss of anticipated profit.

H. RIGHT TO AUDIT (First Paragraph is Nonnegotiable)

The State shall have the right to audit the Contractor’s performance of this contract upon a thirty (30) day written notice. Contractor shall use generally accepted accounting principles, and shall maintain the accounting records, and other records and information relevant to the contract (Information) to enable the State to audit the contract. See Neb. Rev. Stat. § 84-304 et seq. The State may audit and the Contractor shall maintain the information during the term of the contract and for a period of five (5) years after the completion of this contract or until all issues or litigation are resolved, whichever is later. The Contractor shall make the Information available to the State at Contractor’s place of business or a location acceptable to both Parties during normal business hours. If this is not practical or the Contractor so elects, the Contractor may provide electronic or paper copies of the Information. The State reserves the right to examine, make copies of, and take notes on any Information relevant to this contract, regardless of the form or the Information, how it is stored, or who possesses the Information. In no circumstances will Contractor be required to create or maintain documents not kept in the ordinary course of Contractor’s business operations, nor will Contractor be required to disclose any information, including but not limited to product cost data, which is confidential or proprietary to Contractor.

The Parties shall pay their own costs of the audit unless the audit finds a previously undisclosed overpayment by the State. If a previously undisclosed overpayment exceeds one-half of one percent (0.5%) of the total contract billings,

or if fraud, material misrepresentations, or non-performance is discovered on the part of the Contractor, the Contractor shall reimburse the State for the total costs of the audit. Overpayments and audit costs owed to the State shall be paid within ninety (90) days of written notice of the claim. The Contractor agrees to correct any material weaknesses or condition found as a result of the audit.

V. SCOPE OF WORK

The Contractor must provide the following information in response to this solicitation.

A. SCOPE

It is the intent of this bid invitation to establish a contract to supply **Value-Added Furniture, Kits, and Components for Correctional Industries** per the attached specifications from date of award for a period of three (3) years with the option to renew for an additional three (3) one (1) year periods when mutually agreeable to the contractor and the State. The State reserves the right to extend the period of this contract beyond the end date when mutually agreeable to the contractor and the State.

Cornhusker State Industries (CSI) teaches job-training and re-entry skills to the incarcerated population by producing high-commercial grade office furniture and related furniture within NE Department of Correctional Services (NDCS) production shop locations.

CSI's customer base is specific to state agencies, cities, and counties, educational and non-profit entities within Nebraska. Most of CSI's customer base consists of long-term customers who request continuity of product lines. CSI must also support its published catalog items (view CSI catalog at <https://csi.nebraska.gov>) while considering introduction of new items consistent with customer needs and maintain security concerns within production shops consistent with NE Department of Correctional Services' requirements. **CSI's needs and interests are for product lines that can be provided in kit or assembly form.**

All items proposed shall be of the latest manufacture in production as of the date of the solicitation and be of proven performance and under standard design complete as regularly advertised and marketed. All necessary materials for satisfactory performance of the supplies shall be incorporated into the **Value-Added Furniture, Kits, and Components for Correctional Industries** whether or not they may be specifically mentioned below.

Complete specifications, manufacturer's current descriptive literature and/or advertising data sheets with cuts or photographs must be included with the bid for the IDENTICAL items proposed. Any information necessary to show compliance with these specifications not given on the manufacturer's descriptive literature and/or advertising data sheets must be supplied in writing on or attached to the bid document. If manufacturer's information necessary to show compliance with these specifications is not attached to the bid document, the bidder may be required to submit requested information within three (3) business days of a written request. Failure to submit requested descriptive literature or advertising data sheets may be grounds to reject the bid.

VI. TECHNICAL SPECIFICATIONS

A. CONTRACTOR INSTRUCTIONS

Contractor must respond to each of the following statements. Specifications listed are minimum conditions that must be met in order for a Contractor to qualify for the award.

“YES” response means the Contractor guarantees they can meet this condition.

“NO” response means the Contractor cannot meet this condition and will not be considered.

“NO & PROVIDE ALTERNATIVE” responses should be used only with a narrative response in the NOTES/COMMENTS section explaining in detail any deviation from the Contractor’s ability to meet the condition, and an explanation of how this would be determined to be an acceptable alternative to meeting the condition. Alternatives must be detailed in such a way that allows such deviations to be fully evaluated. The State shall determine at its sole discretion whether or not the Contractor’s alternative is an acceptable alternative.

B. NON-COMPLIANCE STATEMENT

YES	NO	NO & PROVIDE ALTERNATIVE	
X			1. Read these specifications carefully. Any and all exceptions to these specifications must be written on or attached to solicitation response. Any noncompliance may void your bid. Non-compliance to any single specification can void your bid.
X			2. It is the responsibility of Contractors to obtain information and clarifications as provided below. The State is not responsible for any erroneous or incomplete understandings or wrongful interpretations of this solicitation by any Contractor.
X			3. No interpretation related to the meaning of solicitation specifications or other pre-bid documents will be made orally to any Contractor by the State. Any solicitation interpretation must be put in writing by the Contractor and uploaded through the ShareFile link provided in the ITB Schedule of Events, Section I.C. by the last day to submit written questions per the Schedule of Events. (Inquiries received after the last day to submit written questions may not be addressed).
NOTES/COMMENTS:			

C. TECHNICAL SPECIFICATIONS: GENERAL

YES	NO	NO & PROVIDE ALTERNATIVE	
X			1. The Invitation to Bid 6904 OF Attachment A bid sheet contains the list of value added furniture parts with estimated usage.
X			2. Bidder shall supply and deliver contract items to CSI with no minimum quantities or dollar amounts.
X			3. Office and Task seating bid should be in kit form so that prison industries may add value to product for resale.
X			4. Other lines, such as file cabinets (vertical, lateral, and pedestals) are also requested in kit form, but requested as a percentage discount from published price lists, due to multiple size and configuration availability.
X			5. Bids must include manufacturer, and model number on the bid sheet.. If bidding an alternative then, the differences from the suggested item, provide alternative manufacturer and model number on the bid sheet.

X			6. Bidders are should submit catalog-based discounts per line for CSI's review and potential piloting, as they periodically test new product, both for its' suitability in a correctional production environment and customer demand. This will be a multi-award solicitation.
NOTES/COMMENTS:			

D. TECHNICAL SPECIFICATION: CUSTOMER SERVICE, DESIGN AND PRODUCT SUPPORT

YES	NO	NO & PROVIDE ALTERNATIVE	
X			<p>1. Bidders receiving a contract award will establish customer service, product representative(s) and technical/design support as requested by CSI. Provide the name of representative, phone number and email address to service the State of Nebraska:</p> <p style="margin-left: 40px;">a. Customer Service Representative: Hunter Steele</p> <p style="margin-left: 40px;">b. Phone Number: <u>814-599-3096</u></p> <p style="margin-left: 40px;">c. Email Address: <u>hsteele@jrwald.com</u></p>
X			2. Technical training for CSI shops and incarcerated individuals within a group setting may be requested to ensure that product build is compliant with engineer/shop drawings. Training may occur inside a secure prison shop.
X			3. After award of the contract(s), the contractor(s) shall supply additional copies of the current catalog and price list(s) used for this Invitation to Bid for distribution to CSI and State Purchasing Bureau at no charge, within ten (10) days of request. Additional catalogs and/or price lists may be required and shall be provided without charge. Any catalog or price list revisions which occur during the duration of the contract shall be provided upon request without charge. Online catalogs or access to pricing online is also acceptable.
X			4. Contractor(s) shall provide on-site sales/marketing support, training, and design services on an ongoing basis throughout the term of this contract at no additional charge. All trainings will be scheduled in advance with the CSI team. The training should include but not limited to upholstery, assembly production, manufacturing, sales, and seminars. Design services shall include on-site Representative to measure, design, and layout product based on customer needs and installation requirements.
X			5. Contractor(s) shall provide CSI the following added value services: CAD capabilities for designs, market support, shop drawings, sales support, and on-site technical support, as needed.
X			6. A Letter of Release shall be submitted for products contracted with vendor, signed by an authorized representative, stating that CSI can assemble, finish, market and sell products under CSI's name without restrictions, royalties, or licensing fees.
X			7. Contractor shall supply warning labels for any product(s) requiring warning labels.
NOTES/COMMENTS:			

E. MANUFACTURER/BRAND:

YES	NO	NO & PROVIDE ALTERNATIVE	
X			<p>1. Manufacturers/Brands listed on Attachment A, Bid Sheet for Core Items are those in standard use for the Cornhusker State Industries catalog and required for customer demand.</p> <p>Other manufacturers are urged to submit their pricing and product specifications for award consideration.</p>
X			<p>2. Equipment proposed shall be the latest current models in production as of the date of the solicitation and be of proven performance and under standard design, complete as regularly advertised and marketed and shall be delivered complete with all necessary parts, specified accessories, tools, and special features, whether or not they may be specifically mentioned below.</p>
X			<p>3. Used, demonstrator, prototype, or discontinued equipment is not acceptable. Complete specifications, manufacturer's descriptive literature and/or advertising data sheets with cuts or photographs may be required prior to an award and should be included with the bid on the IDENTICAL equipment proposed.</p>
X			<p>4. Literature should be complete and the latest published. Any information necessary to show compliance with these specifications not given on the manufacturer's descriptive literature and/or advertising data sheets should be supplied in writing on or attached to the bid document. This solicitation is designed for multiple contract awards.</p>
NOTES/COMMENTS:			

F. ANNUAL USAGE, ESTIMATED

YES	NO	NO & PROVIDE ALTERNATIVE	
X			<p>1. Annual usage figures provided and shown on the Invitation to Bid 6904 OF Attachment A bid sheet are estimates and are not to be construed as either a minimum or maximum purchase quantity. The orders shall be for the actual quantities of each item ordered by or for any agency during the life of the contract. Contractor shall not impose minimum order requirements.</p>
X			<p>2. Estimated annual usage is as follows: \$900,000 split between multiple vendors and contract lines.</p>
NOTES/COMMENTS:			

G. USAGE REPORT

YES	NO	NO & PROVIDE ALTERNATIVE	
X			<p>1. The contractor shall, upon request, provide a usage report of this contract by state agencies and political subdivisions. Information will include agency name, item(s), and dollar amount and shall include the information of the time period requested. Information may be requested at any time by the SPB.</p>
NOTES/COMMENTS:			

H. DELIVERY ARO

YES	NO	NO & PROVIDE ALTERNATIVE	
X			1. Delivery desired within 30 - 45 days after receipt of order(s).
X			2. At the time of delivery, a designated State employee will sign the "invoice/packing slip." This signature will only indicate that the order has been received and that the items actually delivered agree with the delivery invoice. This signature does not indicate all items were received in good condition and/or that there is not possible hidden damage.
X			3. Bidder will notify CSI if there are delays in the anticipated delivery date. The order may be cancelled if delivery time is unsatisfactory and the State may procure from other sources and the bidder may be held responsible for any excess cost.
NOTES/COMMENTS:			

I. DELIVERY LOCATIONS / INSTRUCTIONS (CONTRACTOR AGREES THAT THEY CAN MEET THE DELIVERY LOCATIONS/INSTRUCTIONS)

YES	NO	NO & PROVIDE ALTERNATIVE	
X			1. Cornhusker State Industries Warehouse 800 Pioneers Blvd. Lincoln, NE 68502
X			2. Receiving hours are between 8:00 A.M. and 3:00 P.M., Monday through Friday (excluding State holidays and / or as otherwise directed).
NOTES/COMMENTS:			

J. PACKAGING

YES	NO	NO & PROVIDE ALTERNATIVE	
X			1. Packages are to be clearly marked with size, weight, color, quantity, and the purchase order number.
X			2. Packaging must be of suitable size and of sufficient strength to protect the contents during shipping, handling and storage.
X			3. Shipping damage incurred by third-party carriers shall not be the responsibility of the State of Nebraska; the Contractor will be responsible to replace all damaged product, depending upon timely notice by Cornhusker State Industries to the Contractor.
NOTES/COMMENTS:			

K. ORDERS

YES	NO	NO & PROVIDE ALTERNATIVE	
X			1. Orders will be placed either by, phone, e-mail or Internet (if available and not to the exclusion of the other methods).
X			2. All orders must reference a purchase order number and the purchase order number must be referenced on the packing slip, and invoice. Invoices are to be sent to the "Invoice to" address on the purchase order.
NOTES/COMMENTS:			

L. QUALITY

YES	NO	NO & PROVIDE ALTERNATIVE	
X			1. Product quality must meet specifications and be consistent for the term of the contract. All materials must be of first quality, under standard production by the manufacturer and be of standard design, complete as regularly advertised and marketed and be of proven performance.
X			2. A guarantee of satisfactory performance by the contractor and meeting delivery dates are considered to be an integral part of the purchase contract resulting from this bid invitation.
		X	3. Products are to be fully guaranteed and may be returned for full credit or replacement (at the State's option) for any reason during the initial warranty period with no additional charges for shipping or restocking.
NOTES/COMMENTS: Products are fully guaranteed and will be returnable for credit or replacement due to manufacturer's defects or damage in shipping.			

M. PROHIBITED PRODUCTS

YES	NO		
X			1. The State will not accept Gray Market Products for this solicitation. Gray Market is defined as the trade of a commodity through distribution channels which, while legal, are unofficial, unauthorized, or unintended by the original manufacturer. Gray Market items are not designed to be sold in a particular market and cannot be supported by the authorized importer because of various reasons.
X			2. The State will not accept any products made by a company owned by the Chinese Communist Party. Furthermore, pursuant to Executive Order No. 23-05, the State will not accept any communications equipment or services developed by organizations on the Federal Communications Commission's Covered List.
X			3. The State will not accept goods from countries or persons identified on the Office of Foreign Assets Control Sanctions List.
NOTES/COMMENTS:			

N. AUTHORIZED DEALER & WARRANTY

YES	NO	NO & PROVIDE ALTERNATIVE	
X			1. To the extent required by the manufacturer, the Contractor shall be an authorized dealer. Contractor may be required to substantiate that he/she is an authorized dealer. Proof, if required, must be submitted to SPB within three (3) business days of the request and prior to the award of any contract.
X			2. The terms of the original manufacturer's standard warranty shall apply to all equipment acquired from this solicitation for the entire warranty period.
NOTES/COMMENTS:			

O. WARRANTY

YES	NO	NO & PROVIDE ALTERNATIVE	
X			1. The Contractor warrants for a period of one (1) year from the date of Acceptance that: (a) the Products perform according to all specific claims that the Contractor made in its response to the solicitation, (b) the Product is suitable for the ordinary purposes for which such Product is used, (c) the Product is suitable for any special purposes identified in the solicitation or for which the State has relied on the Contractor's skill or judgment, (d) the Product is designed and manufactured in a commercially reasonable manner, and (e) the Product is free of defects. Upon breach of the warranty, the Contractor will repair or replace (at no charge to the State) the Product whose nonconformance is discovered and made known to the Contractor. If the repaired and/or replaced Product proves to be inadequate, or fails of its essential purpose, the Contractor will refund the full amount of any payments that have been made. The rights and remedies of the parties under this warranty are in addition to any other rights and remedies of the parties provided by law or equity, including, without limitation actual damages, and, as applicable and awarded under the law, to a prevailing party, reasonable attorneys' fees and costs.
X			2. Bidders shall provide copy of warranty coverage within five (5) business days upon written request, if not included in the completed bid sheet. Warranty on kits and parts to be free from defects in material and workmanship for a minimum period of five (5) years from date of receipt. Written notice to vendor to be supplied within thirty (30) days of the appearance of such defects which vendor has the option of repairing or replacement of item as specified
X			3. Bidders should include period of warranty coverage within the Bid Sheet section and respond to DAS requests for clarification within five (5) business days of written request.
NOTES/COMMENTS:			

P. SAMPLES

YES	NO	NO & PROVIDE ALTERNATIVE	
X			<p>1. Samples of materials proposed may be required prior to an award, or at any time during the term of the contract. Examples include when the manufacturer or distributor introduces new lines or models within a line. CSI would make the request to determine ease of production within a correctional shop environment.</p>
X			<p>2. Samples are to be provided within fifteen (15) business days of a written request.</p>
X			<p>3. Failure to provide samples or samples not meeting the specifications may void the bid or constitute a breach of the contract resulting from this bid invitation.</p>
X			<p>4. Upon a written request from the State of Nebraska Purchasing Bureau, sample(s) shall be shipped to:</p> <p>Attn: Cornhusker State Industries 800 Pioneers Blvd. Lincoln, NE 68502</p> <p>Receiving hours are between 8:00 A.M. and 3:00 P.M. Monday through Friday (excluding State holidays and / or as otherwise directed).</p> <p>Samples of materials bid may be required prior to an award, or at any time during the term of the contract, such as in the event of new product line releases by contractor(s). Samples are to be provided within fifteen (15) business days of a request. Failure to provide samples or samples not meeting the specifications may void the bid or constitute a breach of the contract resulting from this bid invitation.</p>
<p>NOTES/COMMENTS:</p>			

Form A
Contractor Contact Sheet
Invitation To Bid Number 6904 OF

Form A should be completed and submitted with each response to this solicitation. This is intended to provide the State with information on the Contractor's name and address, and the specific person(s) who are responsible for preparation of the Contractor's response.

Preparation of Solicitation Contact Information	
Contractor Name:	John R. Wald Company, Inc.
Contractor Address:	10576 Fairgrounds Rd. Huntingdon, PA 16652
Contact Person & Title:	Hunter Steele - Regional Sales Manager
E-mail Address:	hsteele@jrwald.com
Telephone Number (Office):	814-643-3908 ext. 8742
Telephone Number (Cellular):	814-599-3096
Fax Number:	814-643-5300

Each Contractor shall also designate a specific contact person who will be responsible for responding to the State if any clarifications of the Contractor's response should become necessary.

Communication with the State Contact Information	
Contractor Name:	John R. Wald Company, Inc.
Contractor Address:	10576 Fairgrounds Rd. Huntingdon, PA 16652
Contact Person & Title:	Hunter Steele - Regional Sales Manager
E-mail Address:	hsteele@jrwald.com
Telephone Number (Office):	814-643-3908 ext. 8742
Telephone Number (Cellular):	814-599-3096
Fax Number:	814-643-5300

ATTACHMENT A
Invitation to Bid (ITB) 6904 OF
VALUE-ADDED FURNITURE KITS AND COMPONENTS FOR CORRECTIONAL INDUSTRIES

COMPANY BIDDING: John R. Wald Company, Inc.

LINE #	DESCRIPTION	ANNUAL ESTIMATED USAGE	UOM	QTY 1-24 UNIT PRICE	QTY 25-49 UNIT PRICE (VOLUME PRICING PER UNIT FOR LARGER QUANTITY ORDER)	QTY 50+ UNIT PRICE (VOLUME PRICING PER UNIT FOR LARGER QUANTITY ORDER)	MANUFACTURER	MODEL/ PRODUCT LINE NAME	PERIOD OF WARRANTY COVERAGE	IF BIDDING ALTERNATIVE OR EQUIVALENT ITEM, PLEASE STATE DIFFERENCES AND ATTACH PRODUCT SPECIFICATIONS TO BID PACKAGE.
EVALUATED CORE ITEMS Lines 1-24										
OFFICE CHAIRS, STOOLS, STACKING, & TASK SEATING										
1	OEI ITHACA, ADJUSTABLE TASK ARMS AND SEAT SLIDER KIT PRICE	50 UNITS	EA							No Bid
2	OEI ITHACA, ADJUSTABLE PIVOT ARMS AND SEAT SLIDER KIT PRICE	50 UNITS	EA							No Bid
3	OEI BREATHE CHAIR WITH ADJUSTABLE ARMS KIT PRICE COMES WITH MESH BACK UUPHOLSTERY & SEAT CUSHION FABRIC	800 UNITS	EA	\$318.00	\$302.10	\$278.25	Office Furniture Distributors	Executive Mesh It - Twyst Series	Limited Lifetime for Frame, 3 years for Mesh and Upholstry	OFD Twyst Chair - EM5225AM-MBLK
4	OEI BREATHE CHAIR WITH ADJUSTABLE ARMS AND HEADREST KIT PRICE COMES WITH MESH BACK UUPHOLSTERY & SEAT CUSHION FABRIC	200 UNITS	EA	\$364.00	\$336.70	\$318.50	Office Furniture Distributors	Executive Mesh It - Twyst Series	Limited Lifetime for Frame, 3 years for Mesh and Upholstry	OFD Twyst Chair w/ Headrest- EM5225AM-MBLK-HR52-BLK
5	OEI PILOT XL CHAIR, 24/7, DUTY BELT, B&T, BREAKAWAY ARM KIT PRICE MUST BE WEIGHT-RATED FOR MINIMUM 350 LBS	30 UNITS	EA							No Bid
6	OEI PILOT XL CHAIR, 24/7, DUTY BELT, B&T, FULLY ADJUST KIT PRICE MUST BE WEIGHT-RATED FOR MINIMUM 350 LBS	20 UNITS	EA							No Bid
7	OEI PILOT STOOL KIT PRICE	25 UNITS	EA							No Bid
8	OEI NAVIGATOR CHAIR WITHOUT ARMS, NESTING KIT PRICE	250 UNITS	EA							No Bid
9	OEI NAVIGATOR CHAIR WITHOUT ARMS, CHROME LEGS, NESTING KIT PRICE	75 UNITS	EA							No Bid
10	OEI NAVIGATOR CHAIR WITH ARMS, CHROME LEGS, CASTERS, AIR NESTING KIT PRICE	50 UNITS	EA							No Bid
11	OEI NAVIGATOR CHAIR, AIR NESTING, WITHOUT ARMS, CASTER KIT PRICE	10 UNITS	EA							No Bid
12	OEI NAVIGATOR CHAIR, AIR NESTING, WITHOUT ARMS, GLIDE KIT PRICE	10 UNITS	EA							No Bid

LINE #	DESCRIPTION	ANNUAL ESTIMATED USAGE	UOM	QTY 1-24 UNIT PRICE	QTY 25-49 UNIT PRICE (VOLUME PRICING PER UNIT FOR LARGER QUANTITY ORDER)	QTY 50+ UNIT PRICE (VOLUME PRICING PER UNIT FOR LARGER QUANTITY ORDER)	MANUFACTURER	MODEL/ PRODUCT LINE NAME	PERIOD OF WARRANTY COVERAGE	IF BIDDING ALTERNATIVE OR EQUIVALENT ITEM, PLEASE STATE DIFFERENCES AND ATTACH PRODUCT SPECIFICATIONS TO BID PACKAGE.
13	OEI NAVIGATOR CHAIR, AIR NESTING, WITH ARMS, CASTER KIT PRICE	10 UNITS.	EA	\$186.00	\$172.05	\$162.75	Office Furniture Distributors	Nest It - LEXI Series	Limited Lifetime for Frame, 3 years for Mesh and Upholstry	OFD NI1500-BLK
14	OEI NAVIGATOR CHAIR, AIR NESTING, WITH ARMS, GLIDE KIT PRICE	10 UNITS	EA							No Bid
15	OEI SITKA SEATING COLLECTION WITH ALL ASSORTED SIZES AND STYLES OR EQUIVALENT	250 UNITS	EA							No Bid
16	ITHACA ULTRA SEATING COLLECTION WITH ALL ASSORTED SIZES AND STYLES OR EQUIVALENT	75 UNITS	EA	\$292.00	\$270.10	\$255.50	Office Furniture Distributors	Mesh It - Y Series	Limited Lifetime for Frame, 3 years for Mesh and Upholstry	OFD-MI1522-BLK
17	OEI SHIBBY MODULAR SEATING COLLECTION WITH ALL ASSORTED SIZES AND STYLES OR EQUIVALENT	20 UNITS	EA							No Bid
18	OEI PIPER GUEST SEATING COLLECTION WITH ALL ASSORTED SIZES AND STYLES OR EQUIVALENT	100 UNITS	EA	\$160.00	\$148.00	\$140.00	Office Furniture Distributors	Stack It - BELLA Sereis	Limited Lifetime for Frame, 3 years for Mesh and Upholstry	OFD-SI1108-BLK-GRY (Priced w/ cushion, but available without)
19	OEI 600 SERIES FOLDING CHAIRS COLLECTION WITH ALL ASSORTED SIZES AND STYLES OR EQUIVALENT	50 UNITS	EA							No Bid
20	ICF DELTA CHAIR KIT	125 UNITS	EA							No Bid
21	ICF COMFORT RX CHAIR KIT	45 UNITS	EA							No Bid
22	NIGHTINGALE KHROMA CHAIR KIT, KITS PRE-UPHOLSTERED BLACK VINYL	25 UNITS	EA							No Bid
23	TRANSPORT DOLLY, NONGANGING, ARMLESS,	5 UNITS	EA							No Bid
24	TRANSPORT DOLLY, ARM CHAIR	5 UNITS	EA							No Bid

NON-EVALUATED CATALOG PRODUCT LINES
Non-Evaluated
Items identified as Catalog/Non-Core Items are to be represented by a Catalog or Current Manufacturer's Price List(s) containing items not called out as Core items on this Document.
A link to the Catalog or Current Manufacturer's Price list(s) should accompany each submitted bid.

	LATERAL FILES, PEDESTALS, VERTICAL FILES, & BOOKCASES	Estimated Usage	UOM	State % of Discount	State Catalog or Provide Catalog Website Link:
25	OEI SERIES XX1 OR EQUIVALENT FILING CABINET, VERTICAL, LETTER-KITS , WITH ALL ASSORTED SIZES, DRAWER OPTIONS, STYLES Kits, without counterbalance weights Shell is painted, ready to assemble Locks come with Inset handles Pulls 22 Gauge Cold Rolled Steel or equivalent (CRS) Various Drawer Configurations	40 UNITS	EA	_____ % DISCOUNT OFF PRICE LIST/CATALOG	No Bid

LINE #	DESCRIPTION	ANNUAL ESTIMATED USAGE	UOM	QTY 1-24 UNIT PRICE	QTY 25-49 UNIT PRICE (VOLUME PRICING PER UNIT FOR LARGER QUANTITY ORDER)	QTY 50+ UNIT PRICE (VOLUME PRICING PER UNIT FOR LARGER QUANTITY ORDER)	MANUFACTURER	MODEL/ PRODUCT LINE NAME	PERIOD OF WARRANTY COVERAGE	IF BIDDING ALTERNATIVE OR EQUIVALENT ITEM, PLEASE STATE DIFFERENCES AND ATTACH PRODUCT SPECIFICATIONS TO BID PACKAGE.
26	OEI SERIES XX1 OR EQUIVALENT FILING CABINET, VERTICAL, LEGAL -KITS, WITH ALL ASSORTED SIZES, DRAWER OPTIONS, STYLES Kits, without counterbalance weights Shell is painted, ready to assemble Locks come with Inset handles Pulls 22 Gauge Cold Rolled Steel or equivalent (CRS) Various Drawer Configurations	20 UNITS	EA			_____% DISCOUNT OFF PRICE LIST/CATALOG				No Bid
27	OEI SERIES XX1 OR EQUIVALENT FILING CABINET, PEDESTAL, MOBILE -KITS, WITH ALL ASSORTED SIZES DRAWER OPTIONS, STYLES, AND ACCESSORIES Kits, without counterbalance weights Shell is painted, ready to assemble Locks come with Inset handles Pulls 22 Gauge Cold Rolled Steel or equivalent (CRS) Various Drawer Configurations	50 UNITS	EA			__53__% DISCOUNT OFF PRICE LIST/CATALOG 60% Discount off List for Orders over \$5,000 Net				Office Furniture Distributors 2023-2024 Catalog
28	OEI SERIES XX1 OR EQUIVALENT FILING CABINET, PEDESTAL, FREESTAND -KITS, WITH ALL ASSORTED SIZES DRAWER OPTIONS, STYLES, AND ACCESSORIES Kits, without counterbalance weights Shell is painted, ready to assemble Locks come with Inset handles Pulls 22 Gauge Cold Rolled Steel or equivalent (CRS) Various Drawer Configurations	30 UNITS	EA			__53__% DISCOUNT OFF PRICE LIST/CATALOG 60% Discount off List for Orders over \$5,000 Net				Office Furniture Distributors 2023-2024 Catalog
29	OEI SERIES XX1 OR EQUIVALENT FILING CABINET, PEDESTAL, HANGING -KITS, WITH ALL ASSORTED SIZES, DRAWER OPTIONS, STYLES Kits, without counterbalance weights Shell is painted, ready to assemble Locks come with Inset handles Pulls 22 Gauge Cold Rolled Steel or equivalent (CRS)	20 UNITS	EA			__53__% DISCOUNT OFF PRICE LIST/CATALOG 60% Discount off List for Orders over \$5,000 Net				Office Furniture Distributors 2023-2024 Catalog
30	OEI SERIES XX1 OR EQUIVALENT PRECONFIGURED LATERAL FILING CABINETS-KITS, WITH ALL ASSORTED SIZES, DRAWER OPTIONS, STYLES, ACCESSORIES Kits, without counterbalance weights Shell is painted, ready to assemble Locks come with Inset handles Pulls 22 Gauge Cold Rolled Steel or equivalent (CRS) Standard widths 30, 36, 42 Depths 18" Various Heights	50 UNITS	EA			_____% DISCOUNT OFF PRICE LIST/CATALOG				No Bid

LINE #	DESCRIPTION	ANNUAL ESTIMATED USAGE	UOM	QTY 1-24 UNIT PRICE	QTY 25-49 UNIT PRICE (VOLUME PRICING PER UNIT FOR LARGER QUANTITY ORDER)	QTY 50+ UNIT PRICE (VOLUME PRICING PER UNIT FOR LARGER QUANTITY ORDER)	MANUFACTURER	MODEL/ PRODUCT LINE NAME	PERIOD OF WARRANTY COVERAGE	IF BIDDING ALTERNATIVE OR EQUIVALENT ITEM, PLEASE STATE DIFFERENCES AND ATTACH PRODUCT SPECIFICATIONS TO BID PACKAGE.
31	OEI SERIES XX1 OR EQUIVALENT BOOKCASE-KITS, WITH ALL ASSORTED SIZES, SHELF OPTIONS, STYLES, AND ACCESSORIES	30 UNITS	EA							Office Furniture Distributors 2023-2024 Catalog
	TABLES, DESKING SYSTEMS, & COMPONENTS	Estimated Usage	UOM	State % of Discount			State Catalog or Provide Catalog Website Link:			
32	OEI OR EQUIVALENT UNIFY CAFETERIA TABLES, PERFECT EDGE, BLACK, AND CHROME WITH ALL ASSORTED SIZES AND STYLES	30 UNITS	EA							No Bid
33	OEI OR EQUIVALENT ULTRALITE TABLES WITH ALL ASSORTED SIZES AND STYLES	75 UNITS	EA							No Bid
34	OEI OR EQUIVALENT DEVELOP BASE TABLES COLLECTION (INCLUDES: A, E, L, P, R, T, W BASES) WITH ALL ASSORTED SIZES AND STYLES	250 UNITS	EA							Office Furniture Distributors 2023-2024 Catalog
35	OEI OR EQUIVALENT T-4 ADJUSTABLE HEIGHT RETURN AND FIXED	25 UNITS	EA							Office Furniture Distributors 2023-2024 Catalog
36	OEI OR EQUIVALENT FLEXSTATION DESKING SYSTEM COLLECTION WITH ALL ASSORTED SIZES AND STYLES	35 UNITS	EA							Office Furniture Distributors 2023-2024 Catalog
37	OEI OR EQUIVALENT FACETIME WAVE CLASSROOM FURNITURE COLLECTION WITH ALL ASSORTED SIZES AND STYLES	100 UNITS	EA							No Bid
38	OEI OR EQUIVALENT LED TASK LIGHTS WITH ALL ASSORTED SIZES AND STYLES	35 UNITS	EA							No Bid
39	OEI OR EQUIVALENT CPU HOLDERS WITH ALL ASSORTED SIZES AND STYLES	10 UNITS	EA							Office Furniture Distributors 2023-2024 Catalog
40	HUMANSCALE OR EQUIVALENT SIT-STAND MONITOR LIFT PRODUCT LINE WITH ALL ASSORTED SIZES AND STYLES	125 UNITS	EA							Office Furniture Distributors 2023-2024 Catalog
41	BAY PRODUCTS OR EQUIVALENT POWERUP ELECTRICAL COLLECTION AND ACCESSORIES WITH ALL ASSORTED SIZES AND STYLES	75 UNITS	EA							Office Furniture Distributors 2023-2024 Catalog
42	OEI OR EQUIVALENT ACTIV8 SYSTEM AND ACCESSORIES WITH ALL ASSORTED SIZES AND STYLES	25 UNITS	EA							No Bid
	PANEL SYSTEMS	Estimated Usage	UOM	State % of Discount			State Catalog or Provide Catalog Website Link:			
43	OEI OR EQUIVALENT PANEL SYSTEMS	5 UNITS	EA							Office Furniture Distributors 2023-2024 Catalog
	OTHER FURNITURE LINES	Estimated Usage	UOM	State % of Discount			State Catalog or Provide Catalog Website Link:			

LINE #	DESCRIPTION	ANNUAL ESTIMATED USAGE	UOM	QTY 1-24 UNIT PRICE	QTY 25-49 UNIT PRICE (VOLUME PRICING PER UNIT FOR LARGER QUANTITY ORDER)	QTY 50+ UNIT PRICE (VOLUME PRICING PER UNIT FOR LARGER QUANTITY ORDER)	MANUFACTURER	MODEL/ PRODUCT LINE NAME	PERIOD OF WARRANTY COVERAGE	IF BIDDING ALTERNATIVE OR EQUIVALENT ITEM, PLEASE STATE DIFFERENCES AND ATTACH PRODUCT SPECIFICATIONS TO BID PACKAGE.
44	OFFICE & TASK SEATING NOT LISTED ABOVE	25 UNITS	EA		___60___% DISCOUNT OFF PRICE LIST/CATALOG 63% Discount off List for Orders over \$5,000 Net				Office Furniture Distributors 2023-2024 Catalog	
45	OFFICE & TASK STOOLS NOT LISTED ABOVE	25 UNITS	EA		___60___% DISCOUNT OFF PRICE LIST/CATALOG 63% Discount off List for Orders over \$5,000 Net				Office Furniture Distributors 2023-2024 Catalog	
46	NIGHTINGALE OR EQUIVALENT KHROMA SEATING LINE ALTERNATIVE MODELS	50 UNITS	EA		___60___% DISCOUNT OFF PRICE LIST/CATALOG 63% Discount off List for Orders over \$5,000 Net				Office Furniture Distributors 2023-2024 Catalog	
47	UPHOLSTERED LOUNGE OR COMMON AREAS FURNITURE	30 UNITS	EA		___53___% DISCOUNT OFF PRICE LIST/CATALOG 60% Discount off List for Orders over \$5,000 Net				Office Furniture Distributors 2023-2024 Catalog	
48	MODULAR FURNITURE SYSTEMS	20 UNITS	EA		___53___% DISCOUNT OFF PRICE LIST/CATALOG 60% Discount off List for Orders over \$5,000 Net				Office Furniture Distributors 2023-2024 Catalog	
49	TABLE BASES	25 UNITS	EA		___53___% DISCOUNT OFF PRICE LIST/CATALOG 60% Discount off List for Orders over \$5,000 Net				Office Furniture Distributors 2023-2024 Catalog	
50	OTHER MATERIALS USED IN MANUFACTURING / ASSEMBLING OFFICE FURNITURE	25 UNITS	EA		___53___% DISCOUNT OFF PRICE LIST/CATALOG 60% Discount off List for Orders over \$5,000 Net				Office Furniture Distributors 2023-2024 Catalog	

spec **it.**

TWYST SERIES

300
lb.
weight limit

exec mesh **it.**



(-MBLK) Black Antimicrobial Vinyl Seat

EM5225AM-MBLK

TWYST SERIES

Black Mesh Back with Antimicrobial Seat

- Black German Krall + Roth Mesh Back
- Back mimics human vertebrae
- 3-D lumbar support with elastomer spine twists with your body
- 3-Way adjustable arms
- Tilt tension and lock with seat slider
- Black Nylon Base with Dual Wheel Carpet Casters
- Chair standard with molded foam Black Antimicrobial Vinyl Seat with optional fabric seat covers available in various colors



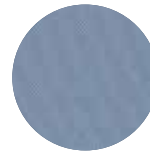
(-RED) Red



(-GRY) Gray



(-AQUA)
Aqua Green



(-OCEAN)
Ocean Blue



(-BLK) Black

Seat Size: 20½"W x 20"D x 3½"T

Back Size: 18"W x 24"H

Max. Overall Size: 25½"W x 24"D x 41¼"H

Arms to Floor Minimum: 23½"

Seat Height Range: 17" - 20¾"

Seat Travel: 3¼"

Weight Capacity: 300lbs.

Cube: 6.32 Ft³

Carton Dimensions: 26" x 28" x 15"

Carton Weight: 49lbs.

EM-HR52-BLK

Opt. Black Mesh Headrest
Only for:
EM5200-BLK, EM5225AM-



Height
Adjustable



EM5225AM-BLK with an added Headrest

it.
office furniture distributors

spec **it.**

MI1522-

Mid-Back Managers Chair

300 lb.
weight limit



- Black Mesh Back with Built-in Lumbar Support
- One Touch Pneumatic Seat Height Adjustment
- Multi-Function Control
- Ratchet Back Height Adjustment
- SuperFlex Fabric on Molded Foam Seat
- Available in Black (-BLK), Gray (-GRY), Red (-RED), Marine Blue (-MARINE), and Lime Green (-LIME)
- Height and Width Adjustable Arms with PU Pads
- Heavy Duty Nylon Base with Dual Wheel Carpet Casters

Seat Size: 20.25"W x 19"D x 3.5"T

Back Size: 19"W x 16.75"H

Max. Overall Size: 26.5"W x 25.25"D x 39"H

Arms Max Inside: 19"

Arms to Floor Min: 25.5"

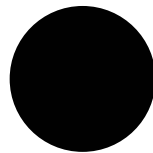
Arms to Seat Min: 6.75"

Seat Height Range: 18.25"-22"

Seat Travel: 3.75"

Weight: 50 lbs.

Weight Capacity: 300 lbs.



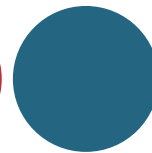
(-BLK) Black



(-GRY) Gray



(-RED) Red



(-MARINE)
Marine Blue



(-LIME)
Lime Green

Cube: 6.50

Carton Dimensions: 25" x 27" x 14"

Carton Weight: 81 lbs.

we're
it.

office furniture distributors

spec **it.**

Light Gray
PP Shell

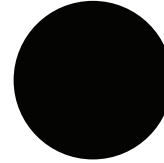
SI1108-

Stack Chair

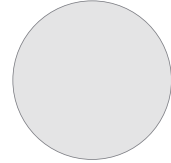
• Stacks 5 high

stack it.

Metal
Chrome
Tubed
Frame



(-BLK) Black



(-LTGRY)
Light Gray

Black PP
Shell

Metal
Chrome
Tubed
Frame

Black PP
Shell

(-GRY) Gray
Cushion

Metal
Chrome
Tubed
Frame

Gray Fabric
Cushions for
added Comfort

Seat Size: 16.5"W x 16.5"D

Back Size: 16.5"W x 16.5"H

Max. Overall Size: 18.5"W x 20"D x 32.5"H

Seat Height: 18.5"

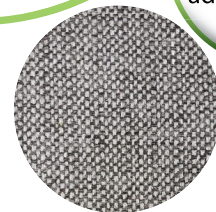
Weight Capacity: 250 lbs.

Carton of 3:

Cube: 6.95

Carton Dimensions: 26" x 22" x 21"

Carton Weight: 87 lbs.



(-GRY) Gray
Cushion

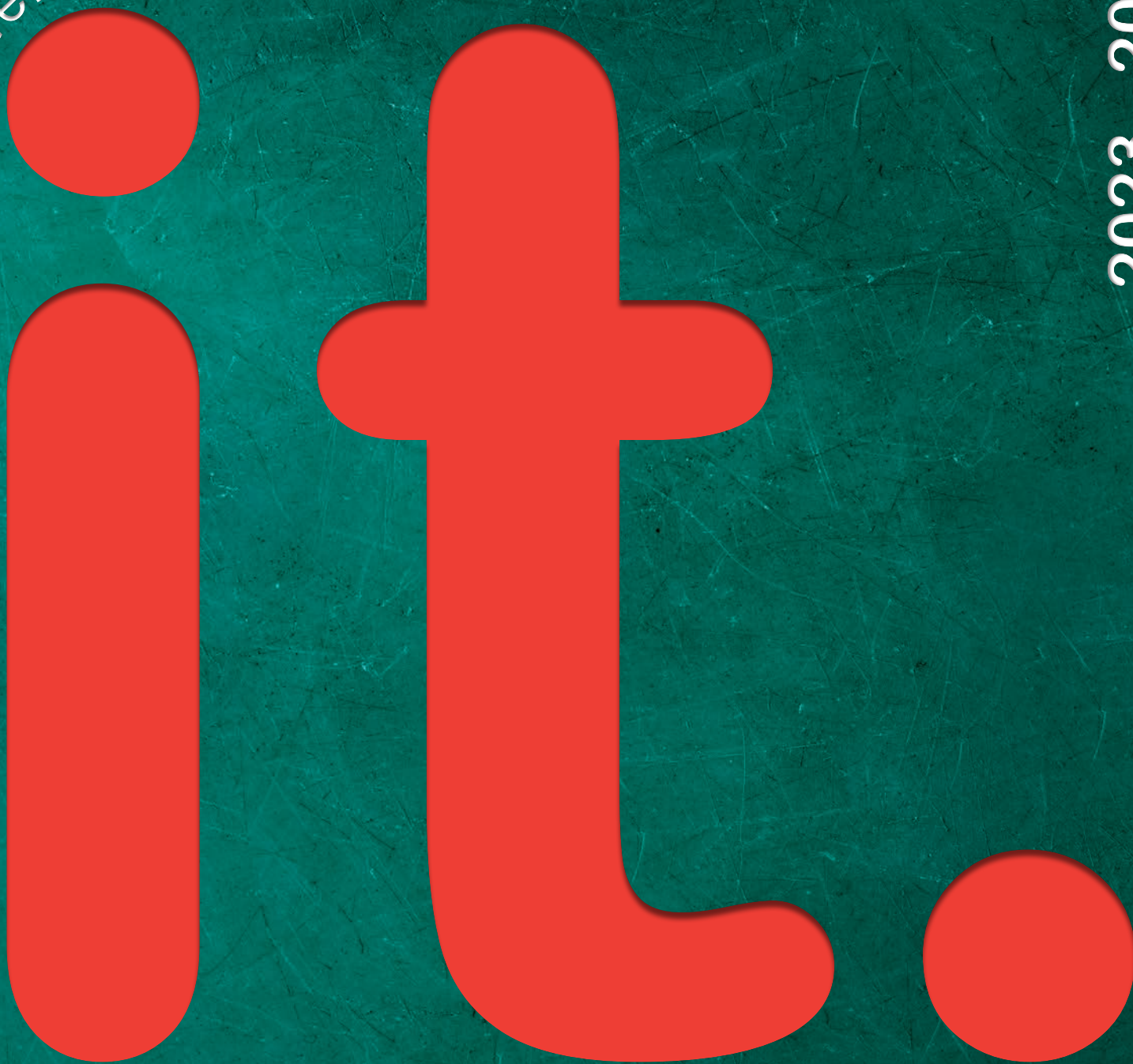
**we're
it.**

office furniture distributors

972-386-5200 Phone • 866-648-3635 Toll Free • www.ofdist.com

• in stock • in stock • in stock • in stock • in stock • in stock • in stock

We're



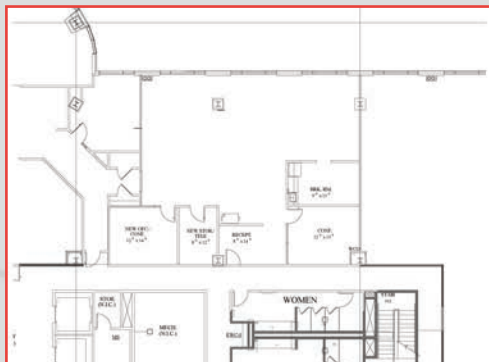
2023 - 2024

office furnititure distributors

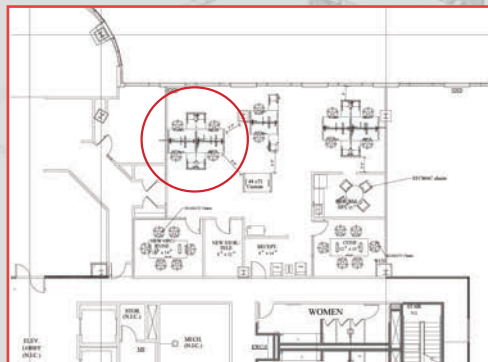
design it.

Free Professional Layout and Design Service

This is how we design **it.**



We work with your floor plan and discuss your needs



We professionally space plan your office



We provide you with 2D and 3D Drawings

Once complete, we will provide a Color Rendering of your Furniture!



we stock it.

.....	desk it.	
Ultra Premium Laminate Series		2
Ultra Laminate Series		5
Conference Tables and Receptions Desks		8
mesh it.		10
executive mesh it.		12
manage it.		16
big & tall it.		18
healthcare it.		19
guest it.		20
raise it.		21
stack it.		23
budg it.		24
nest it.		25
train it.		28
café it.		30
lounge it.		32
.....	collaborate it.	
NEW A-FRAME Desking Series		33
connect it. Desking Series		36
bench it. Series		39
Conference Tables bench it. & connect it.		41
lift it. Series		42
collaborate it. <i>storage</i>		47
collaborate it. <i>screens</i>		50
collaborate it. <i>power & power beams</i>		54
accessorise it.		58
.....	cube it.	
Ultra2 Panel System		62
find it.		67
order it.		68



Gray Oak
UP400WB-FG Desk Shell
and Electric Base 71"x30"
w/ FROSTED GLASS Modesty
UP170 Bridge 48"x24"
UP243LEG Half Leg for Bridge
28"x11"
UP143 Credenza Shell 71"x24"
UP144FG Overhead Hutch w/
FROSTED GLASS DOORS
UP175 File/File Ped
UP148 Box/Box/File Mobile Ped



-GO
Gray Oak

Ultra Premium Laminate Series

Ultra Premium Laminate Series

Ultra Premium is built to support today's businesses with solutions for offices, conference and reception areas that provide long-lasting furnishing value. From the executive and managers offices, to multi-person configurations, Ultra Premium offers multiple solutions in a popular Gray Oak Finish with a textured laminate grain.

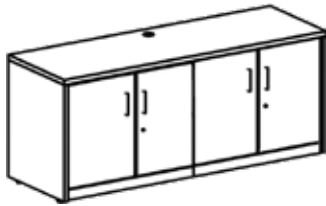
Ultra Premium Laminate Series | Typical



NEW
Ultra Premium
Hutch and 2-Door Cabinet
34.25"x24"x65"
UP113155GO
Consists of: UP155, UP113
List \$2,275



NEW
Ultra Premium
Hutch and Lateral File
34.25"x24"x65"
UP112155GO
Consists of: UP155, UP112
List \$2,650



NEW
Ultra Premium
4-Door Storage Credenza
71"x24"x29"
UP222GO
Consists of: UP143, UP113, UP113
List \$3,575



NEW
Ultra Premium
Lateral File/Storage Credenza
71"x24"x29"
UP220GO
Consists of: UP143, UP112, UP113
List \$3,950



NEW
Ultra Premium
Double Lateral File Credenza
71"x24"x29"
UP223GO
Consists of: UP143, UP112, UP112
List \$4,325



Ultra Premium
Reception Station with Floating
FROSTED GLASS Transaction Top
71"x78"x42"H
UP169180FF
Consists of: UP169FGT, UP180,
UP175
List \$3,890



Ultra Premium
Bow Front L-Set with
FROSTED GLASS Accent
71"x89"
UP723648FGL-FPS
Consists of: UP189FG, UP145,
UP166, UP175
List \$4,220



Ultra Premium
Bow Front U-Set with
FROSTED GLASS Accents
71"x113"
UP-BFU48FG
Consists of: UP189FG, UP170,
UP143, UP144FG, UP166, UP175
List \$7,095



Ultra Premium
Step Front 72" Straight Front U-Set
with LAMINATE Accents
71"x108"
UP-SFU7248LM
Consists of: UP101SF, UP170,
UP143, UP144LD, UP166, UP175
List \$5,890



Ultra Premium
Step Front 72" Straight Front U-Set
with FROSTED GLASS Accents
71"x108"
UP-SFU7248FG
Consists of: UP101FG, UP170,
UP143, UP144FG, UP166, UP175
List \$7,070



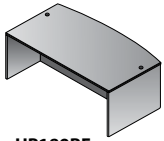
Ultra Premium
72"x30" ELECTRIC BASE+SHELL
U-Set with LAMINATE Accents
71"x108"
UP400USF48FF148
Consists of: UP400WB-LM, UP170,
UP243LEG, UP143, UP144LD, UP175,
UP148
List \$8,438



Ultra Premium
72"x30" ELECTRIC BASE+SHELL U-Set
with FROSTED GLASS Accents
71"x108"
UP400UFG48FF148
Consists of: UP400WB-FG, UP170,
UP243LEG, UP143, UP144FG, UP175,
UP148
List \$9,373

Ultra Premium Laminate Series

GO = Gray Oak



UP189BF
71"x36"/41"x29"
Bow Top Desk Shell
w/ Step Front
and LAMINATE
Modesty
List \$1,425



UP189FG
71"x36"/41"x29"
Bow Top Desk Shell
w/ Step Front and
FROSTED GLASS
Modesty
List \$1,875



UP101SF
71"x35"x29"
Desk Shell
w/ Step Front
and LAMINATE
Modesty
List \$1,400



UP101FG
71"x35"x29"
Desk Shell
w/ Step Front and
FROSTED GLASS
Modesty
List \$1,850



UP105SF
71"x30"x29"
Desk Shell
w/ Step Front
and LAMINATE
Modesty
List \$1,315



UP105FG
71"x30"x29"
Desk Shell
w/ Step Front and
FROSTED GLASS
Modesty
List \$1,765



UP102SF
66"x30"x29"
Desk Shell
w/ Step Front
and LAMINATE
Modesty
List \$1,175



UP102FG
66"x30"x29"
Desk Shell
w/ Step Front and
FROSTED GLASS
Modesty
List \$1,600



UP400WB-LM
71"x30"x29"
Desk Shell and
ELECTRIC BASE
w/ LAMINATE
Modesty
List \$3,481

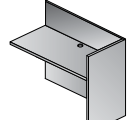
2 STAGE
ELECTRIC BASE
INCLUDED



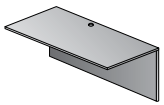
UP400WB-FG
71"x30"x29"
Desk Shell and
ELECTRIC BASE
w/ FROSTED GLASS
Modesty
List \$3,686



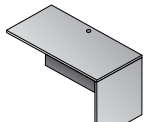
UP169FGT
71"x30"x42"
Reception Desk w/
Floating Frosted Glass
Transaction Top
List \$2,020



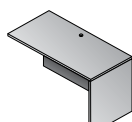
UP180
42"x24"x41"
Reception Return
List \$1,045



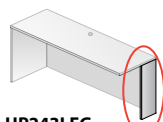
UP170
48"x24"x29"
Bridge
List \$585



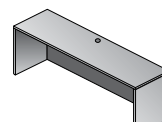
UP145
48"x24"x29"
Return Shell
List \$695



UP146
41"x24"x29"
Return Shell
List \$685



UP243LEG
28"x11"
Half Leg for Credenza/
Bridge/Return Shell
(LEG ONLY)
List \$180



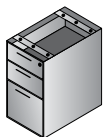
UP143
71"x24"x29"
Credenza Shell
List \$925



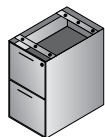
UP144LD
71"x15"x36"
Overhead Hutch with
LAMINATE Doors
List \$1,330



UP144FG
71"x15"x36"
Overhead Hutch with
FROSTED GLASS
Doors
List \$2,060



UP166
15.5"x20.5"x28"
BBF Ped
Ships Assembled
List \$825



UP175
15.5"x20.5"x28"
FF Ped
Ships Assembled
List \$825



UP148
15.5"x20.5"x28"
BBF Mobile Ped
Ships Assembled
List \$1,100



UP112
34.25"x24"x29"
Lateral File
Ships Assembled
List \$1,700



UP113
34.25"x24"x29"
2-Door Cabinet
Ships Assembled
List \$1,325



UP155
34.25"x14.8"x36.14"
Bookcase Hutch
List \$950



UP156
36"x14.8"x65"
5-Shelf Bookcase
List \$1,100

POWER CONFERENCE TABLES

2EA OFDTABLEPOWER-BS (UP) INCLUDED WITH TABLES



NEW Now Also Available in
(-WH) White

SINGLE FLIP-UP
DOOR

UPHW36LD
35.5"x17"x14.75"
Wall Mounted Hutch
with Laminate Door
List \$1,000



UPHW36FG
35.5"x17"x14.75"
Wall Mounted Hutch
with Glass Door
List \$1,425



UP123
48" Dia. x29"H
Round Table
List \$865



UP4896
96"x48"x29"
8' Conference
Table - 1 Piece
List \$3,690



UP12048
120"x48"x29"
10' Conference
Table - 2 Piece
List \$4,390



UP14448
144"x48"x29"
12' Conference
Table - 2 Piece
List \$4,890



Burnt Strand

- OFD-147 Bullet Desk 71" x 36"
- OFD-166 Box/Box/File Ped
- OFD-172 Bridge 41" x 24"
- OFD-143 Credenza Shell 71" x 24"
- OFD-144 Overhead Hutch 71" x 36"
- OFD-4DG 4-Door Glass Kit



-CHE
Cherry



-MAH
Mahogany



-ESP
Espresso



-WAL
Walnut Strand



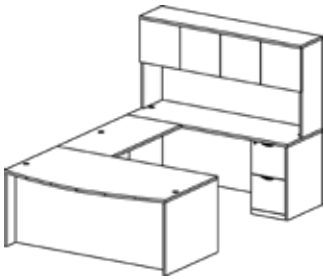
-BS
Burnt Strand

Ultra Laminate Series

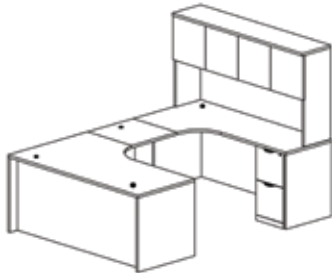
Ultra Laminate Series

Distinguish your office with the sophisticated look of the Ultra Laminate Series. They are thermally fused laminates with 3mm PVC, dura-edge detailing on all exposed edges. All peds are fully assembled, reversible, and lockable with full extension ball-bearing suspension. Ultra offers full modesty panels. Colors of the Ultra Laminate include Cherry, Mahogany, Espresso, Walnut Strand and Burnt Strand.

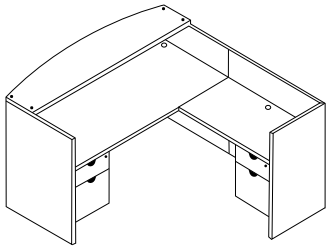
Ultra Laminate Series | Typical



Bow Front U-Set with Hutch
71"x108"
UTYP12
Consists of: OFD-189, 170, 143,
166, 175, 144, 4DW
List \$4,950



Straight Front Corner Desk U-Set with Hutch
71"x108"
UTYP517DHW
Consists of: OFD-178R, 188, 182L,
166, 175, 144, 4DW
List \$5,160



Reception Station with Floating Frosted Glass Transaction Top
71"x78"x42"H
UTYP19G
Consists of: OFD-169G, 180,
107, 107
List \$3,830



Lateral File/Storage Credenza
71"x24"x29"
OFD-220
Consists of: OFD-143, 112, 113
List \$2,950



Double Combo File Credenza
71"x24"x29"
OFD-221
Consists of: OFD-143, 114, 114
List \$3,700



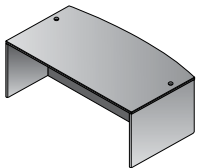
4-Door Storage Credenza
71"x24"x29"
OFD-222
Consists of: OFD-143, 113, 113
List \$2,400



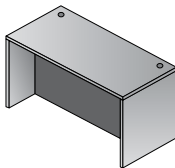
Double Lateral File Credenza
71"x24"x29"
OFD-223
Consists of: OFD-143, 112, 112
List \$3,500

Other Credenza Configurations Available

Ultra Laminate Series | CHE = Cherry MAH = Mahogany ESP = Espresso WAL = Walnut Strand BS = Burnt Strand



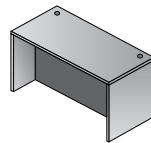
OFD-189
71"x41"x29"
Bow Desk Shell
List \$995



OFD-101
71"x35"x29"
Desk Shell
List \$900



NEW
OFD-147M
71"x36"x29"
Bullet with Modesty
List \$1,050



OFD-105
71"x30"x29"
Desk Shell
List \$850



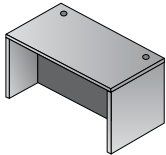
OFD-178L (For Left Return)
71"x30/42"x24"
Desk Shell with Corner
List \$1,125



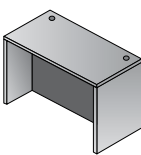
OFD-178R (For Right Return)
71"x30/42"x24"
Desk Shell with Corner
List \$1,125



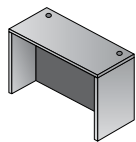
NEW
OFD-131M
66"x30"x29"
Bullet with Modesty
List \$900



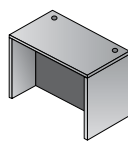
OFD-102
65"x30"x29"
Desk Shell
List \$750



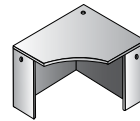
OFD-103
60"x30"x29"
Desk Shell
List \$675



OFD-104
47"x24"x29"
Desk Shell
List \$590



OFD-121
47"x30"x29"
Desk Shell
List \$650



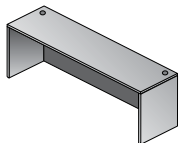
OFD-184
36"x36"x29"
Corner Unit
List \$825



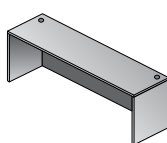
OFD-182L (For Left Return)
71" x 24/36" x 24"
Credenza Shell with Corner
List \$925



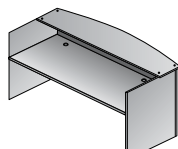
OFD-182R (For Right Return)
71" x 24/36" x 24"
Credenza Shell with Corner
List \$925



OFD-143
71"x24"x29"
Credenza Shell
List \$700



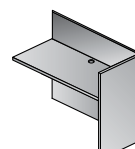
OFD-111
65"x24"x29"
Credenza Shell
List \$695



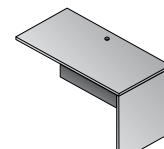
OFD-169
71"x30"/36"x42"
Reception Desk Shell
List \$1,440



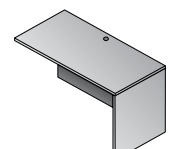
OFD-169G
71"x30"/36"x42"
Reception Desk with
Floating Frosted Glass
Transaction Top
List \$1,965



OFD-180
41"x24"x41"
Return Shell
List \$635



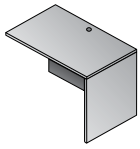
OFD-145
47"x24"x29"
Return Shell
List \$565



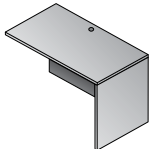
OFD-146
41"x24"x29"
Return Shell
List \$540

Ultra Laminate Series

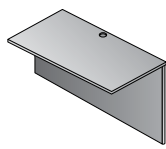
CHE = Cherry MAH = Mahogany ESP = Espresso WAL = Walnut Strand BS = Burnt Strand



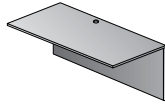
OFD-179
30"x24"x29"
Return Shell
List \$430



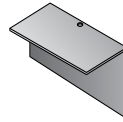
OFD-192
36"x24"x29"
Return Shell
List \$425



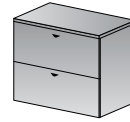
OFD-170
47"x24"x29"
Bridge
List \$470



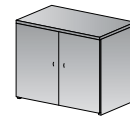
OFD-172
41"x24"x29"
Bridge
List \$400



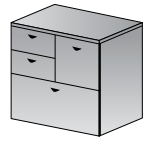
OFD-188
30"x24"x29"
Bridge
List \$325



OFD-112
34.5"x22"x29"
Lateral File
List \$1,400



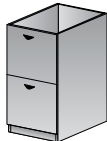
OFD-113
34.5"x22"x29"
2-Door Cabinet
List \$850



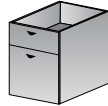
OFD-114
34.5"x22"x29"
Combo File (has 3
locks) Ships Assembled
List \$1,500



OFD-166
15"x22"x28"
BBF Ped-Desk
Ships Assembled
List \$785



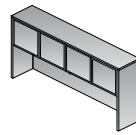
OFD-175
15"x22"x28"
FF Ped-Desk
Ships Assembled
List \$785



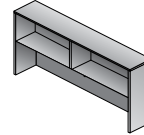
OFD-107
15"x18.5"x21"
Hanging Ped
Ships Assembled
List \$615



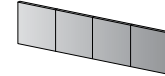
OFD-148
15.5"x22"x28"
BBF Mobile Ped
Ships Assembled
List \$995



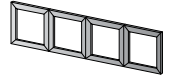
OFD-140
65"x15"x36"
Overhead Storage
w/Laminate Doors
List \$1,125



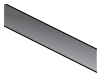
OFD-144
71"x15"x36"
Open Overhead
Hutch
List \$950



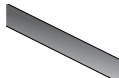
OFD-4DW
4-Door Laminate Kit
for Open Overhead
List \$265



OFD-4DG
4-Door Glass Kit
for Open Overhead
List \$995



OFDTACK6218-BLK
Black Fabric Tackboard
for OFD-140 Overhead
List \$375



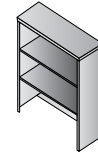
OFDTACK6818-BLK
Black Fabric Tackboard
for OFD-144 Overhead
List \$395



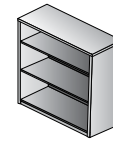
OFD-LED.20
Task Light
for Overhead/Shelf
List \$389



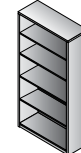
OFD-LED.38
Task Light
for Overhead/Shelf
List \$441



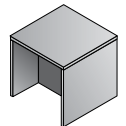
OFD-163
34.5"x14"x35"
Open Hutch
List \$695



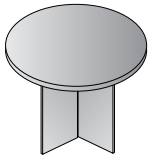
OFD-155
35.4"x14"x42"
3-Shelf Bookcase
List \$625



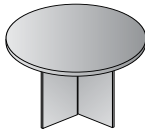
OFD-156
35.4"x14"x65"
5-Shelf Bookcase
List \$1,050



OFD-20
24"x24"x20"
End Table
List \$425



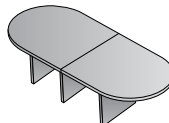
OFD-123
47" Dia. x29"H
Round Table
List \$785



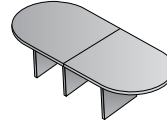
OFD-127
42" Dia. x29"H
Round Table
List \$695



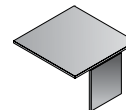
OFD-128
36" Dia. x29"H
Round Table
List \$650



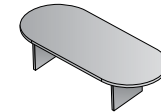
OFD-138T
144"x48"x29"
12' Racetrack Table
List \$2,500



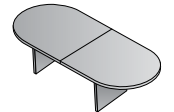
OFD-137T
120"x48"x29"
10' Racetrack Table
List \$1,900



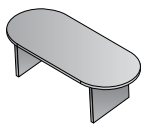
OFD-13738EXT
48"x48"x29"
Conference Table
Extension (for Racetrack
and Boat Shape Tables)
List \$995



OFD-136
95"x44"x29"
8' Racetrack Table
List \$1,500



OFD-136-2
95"x44"x29"
2 Piece Conference Table
List \$1,500



OFD-35
71"x35"x29"
6' Racetrack Table
List \$1,050



OFD-138B
141"x33"-47"
12' Boat Shape
Conference Table
List \$2,500



OFD-137B
118"x33"-47"
10' Boat Shape
Conference Table
List \$1,900



OFD-136B
94"x35"-43"
8' Boat Shape
Conference Table
List \$1,500



OFD-36HWM-2W
35.5"x17"x14.75"
Wall Mounted Hutch
with Laminate Doors
List \$790



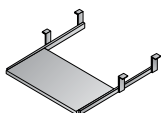
OFD-36HWM-2G
35.5"x17"x14.75"
Wall Mounted Hutch
with Glass Doors
List \$1,200



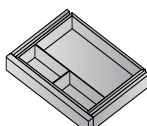
OFDGRO60-BS
Brushed Silver
Metal Grommet
For Burnt Strand Only
List \$35



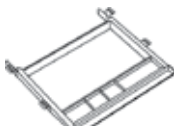
OFDGRO67-BS
Brushed Silver
Metal Grommet
For CHE, ESP, MAH, WAL
List \$35



OFD-14
27"x12.75"
Keyboard Tray
List \$295



OFD-185
20"x15"
Center Drawer
List \$295



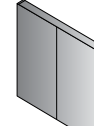
OFD-186
21"x18"
Black Center Drawer
List \$139



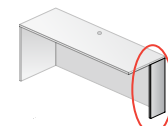
OFD-187
36"x22"x47"
4-Drawer Lateral
List \$2,750



OFD-207
24"x22"x65"
Wardrobe Cabinet
(has 3 locks)
List \$2,325



OFD-100
47.5" x 47.5"
Visual Board
List \$1,600



OFD-243LEG
28"x11"
Half Leg for Credenza/
Return Shell (LEG ONLY)
List \$175



UN401C-450C
Lock Core
and Keys
List \$35

Ultra Premium Laminate Series | Conference Tables

GO = Gray Oak



UP123GO
48" Dia. x29"H
Round Table
List \$865

Table Top Power Insert

Fits New Ultra Premium Conference Tables, Brushed Silver \$945



- 18"W x 4.88"D
- Electric Flip Cover
- Brushed Silver Finish
- Black Face Inside
- 3 Power Plugs
- 2 USB, 5V 2.1 Amp
- 1 HDMI
- 1 RJ45 Plug
- Wireless Phone Charging Pod
- 60" Plug-in Cord
- Power Accessible from Both Sides when Cover is Flipped Up

POWER CONFERENCE TABLES

2EA OFDTABLEPOWER-BS (UP) INCLUDED WITH TABLES



UP4896GO
96"x48"x29"
8' Conference Table - 1 Piece
List \$3,690



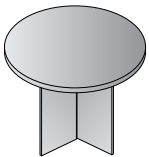
UP12048GO
120"x48"x29"
10' Conference Table - 2 Piece
List \$4,390



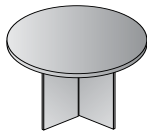
UP14448GO
144"x48"x29"
12' Conference Table - 2 Piece
List \$4,890

Ultra Laminate Series | Conference Tables

CHE = Cherry MAH = Mahogany ESP = Espresso WAL = Walnut Strand BS = Burnt Strand



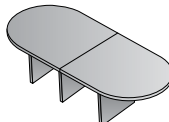
OFD-123
47" Dia. x29"H
Round Table
List \$785



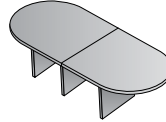
OFD-127
42" Dia. x29"H
Round Table
List \$695



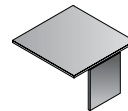
OFD-128
36" Dia. x29"H
Round Table
List \$650



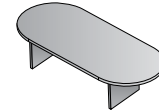
OFD-138T
144"x48"x29"
12' Racetrack Table
List \$2,500



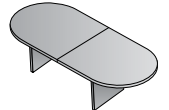
OFD-137T
120"x48"x29"
10' Racetrack Table
List \$1,900



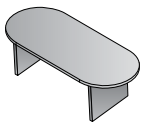
OFD-13738EXT
48"x48"x29"
Conference Table Extension (for Racetrack and Boat Shape Tables)
List \$995



OFD-136
95"x44"x29"
8' Racetrack Table
List \$1,500



OFD-136-2
95"x44"x29"
2 Piece Conference Table
List \$1,500



OFD-35
71"x35"x29"
6' Racetrack Table
List \$1,050



OFD-138B
141"x33"-47"
12' Boat Shape Conference Table
List \$2,500



OFD-137B
118"x33"-47"
10' Boat Shape Conference Table
List \$1,900



OFD-136B
94"x35"-43"
8' Boat Shape Conference Table
List \$1,500

Ultra Premium Laminate Series | Reception Desks

GO = Gray Oak



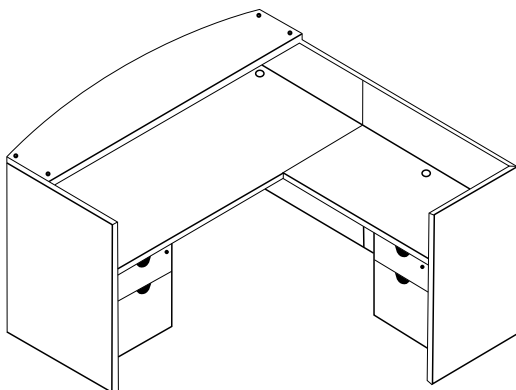
Ultra Premium Reception Station with Floating FROSTED GLASS Transaction Top
 71"x78"x42"H
UP169180FF
 Consists of: UP169FGT, UP180, UP175
List \$3,890



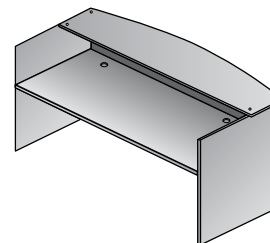
UP169FGT
 71"x30"/36"x42"
Reception Desk w/ Floating Frosted Glass Transaction Top
List \$2,020

Ultra Laminate Series | Reception Desks

CHE = Cherry MAH = Mahogany ESP = Espresso WAL = Walnut Strand BS = Burnt Strand



Reception Station with Floating Frosted Glass Transaction Top
 71"x78"x42"H
UTYP19G
 Consists of: OFD-169G, 180, 107, 107
List \$3,830



OFD-169
 71"x30"/36"x42"
Reception Desk Shell
List \$1,440



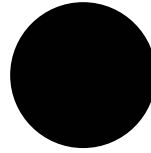
OFD-169G
 71"x30"/36"x42"
Reception Desk with Floating Frosted Glass Transaction Top
List \$1,965

mesh it.

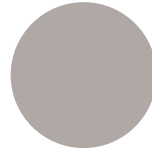
ZAPP SERIES

THE CHAIR THAT FITS EVERYONE
GREAT COMFORT AND DESIGN

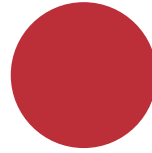
300 lb.
weight limit



(-ECB) Black Antimicrobial Vinyl



(-GRY) Gray



(-RED) Red

Check out pg 21 for the Stool version!!

OFD500F-BLK

BLACK FABRIC SEAT
List \$630

OFD500-

(-ECB) OR COLOR FABRIC SEAT
List \$665



Black Mesh Back

(-RED) Fabric Seat

2-to-1 synchro tilt control with tilt tension and tilt lock

Black Nylon Base

- One-touch pneumatic seat height adjustment
- Height and Width adjustable arms

OFD501F-BLK

BLACK FABRIC SEAT
List \$645

OFD501-

(-ECB) OR COLOR FABRIC SEAT
List \$680



Black Mesh Back

Black Fabric Seat

2-to-1 synchro tilt control with tilt tension and tilt lock

Black Nylon Base

Seat slider

OFD500M-BLK

BLACK FULL MESH CHAIR
List \$580



Black Mesh Back

Black Mesh Seat

2-to-1 synchro tilt control with tilt tension and tilt lock

Black Nylon Base

OFD500G-BLK

BLACK FABRIC SEAT
List \$500



Black Mesh Back

Fixed Arms

Black Fabric Seat

Black Sled Base

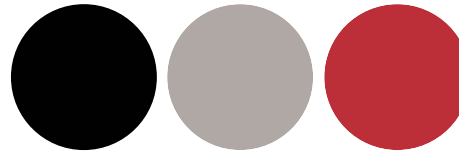
Guest chair only available with Black fabric seat!

SuperFlex Fabric for comfort on molded foam seats

SuperFlex
Fabric
for comfort on
molded
foam seats

- One-touch
pneumatic seat
height adjustment
- Adjustable arms

Ratchet
back



(-ECB) Black
Antimicrobial
Vinyl

(-GRY) Gray

(-RED) Red

MI1122-BLK

BLACK FABRIC SEAT
List \$635

MI1522-BLK

BLACK FABRIC SEAT
List \$730

MI1122-

COLOR FABRIC SEAT
List \$670

MI1522-

COLOR FABRIC SEAT
List \$765



Ratchet
Back

Black
Mesh
Back

2-to-1
synchro tilt
control with
tilt tension and
tilt lock

300
lb.
weight limit

(-RED)
Fabric
Seat

Black
Nylon
Base

COMPARE!
Now with
300lb
weight
capacity!



Ratchet
Back

Black
Mesh
Back

2-to-1
synchro tilt
control with
tilt tension and
tilt lock

300
lb.
weight limit

(-BLK)
Black
Fabric
Seat

Black
Nylon
Base

Seat slider

Check out
pg 21 for the
Stool version!!

MI1122-ECB

BLACK ANTIMICROBIAL SEAT
List \$670

MI1522-ECB

BLACK ANTIMICROBIAL SEAT
List \$765



Ratchet
Back

Black
Mesh
Back

2-to-1
synchro tilt
control with
tilt tension and
tilt lock

300
lb.
weight limit

(-ECB)
Antimicrobial
Vinyl Seat

Black
Nylon
Base



Ratchet
Back

Black
Mesh
Back

2-to-1
synchro tilt
control with
tilt tension and
tilt lock

300
lb.
weight limit

(-ECB)
Antimicrobial
Vinyl Seat

Black
Nylon
Base

Seat slider

Antimicrobial
Vinyl

executive mesh it.

MOOV SERIES

THE CHAIR THAT MOOVES WITH YOU



(-RED) Red



(-GRY) Gray



(-AQUA)
Aqua Green



(-OCEAN)
Ocean Blue



(-BLK) Black



300 lb.
weight limit

Black Mesh Back

Black Fabric Seat

Black Nylon Base

EM5325-BLK

BLACK
List \$995

EM5325-

ADD A FABRIC SEAT COVER
add \$28

- Ratchet Ht. adjustable back
- 16° back angle adjustment
- 4D arm rest
- Seat slider
- Ht. and depth adj. optional headrest
- Colored seat covers available

EM-HR53-BLK

List \$115

Opt. Black Mesh Headrest
Only for:
EM5325-



Height
& Depth
Adjustable

German
Krall + Roth
Mesh

REACH SERIES

Patented mechanism that allows you to pivot seat in any direction. AMAZING!!

EM6900-BLK

BLACK
List \$1,025

- Elastic fiber and breathable mesh back
- High quality molded foam fabric seat
- Black frame
- Ht. adjustable lumbar support
- 3D arm rest
- Tilt lock mechanism with seat slider
- Patented mechanical device to lean leftwards and rightwards
- Pneumatic seat height adjustment
- 350mm black nylon base with 60mm PU castors
- Optional adjustable headrest



300 lb.
weight limit

Black Mesh Back

Black Fabric Seat

Black Nylon Base

EM-HR69-BLK

List \$115

Opt. Black Mesh Headrest
Only for:
EM6900-BLK



Patented
technology

12 we stock it.

executive mesh it.

TWYST SERIES

VOTED
BEST
EXECUTIVE
CHAIR



- Back mimics human vertebrae
- Flexible back supports twists with your body
- 3D lumbar support
- Elastomer spine

- Adjustable arms
- Tilt tension and lock
- Seat slider

German
Krall + Roth
Mesh

EM5225AM-MBLK

BLACK ANTIMICROBIAL SEAT
List \$795

EM5225AM-

ADD A FABRIC SEAT COVER
add \$28

EM-HR52-BLK

List \$115

Opt. Black Mesh Headrest
Only for:
EM5225AM-



Height
Adjustable



Black
Mesh
Back

Black
Nylon
Base

300 lb.
weight limit

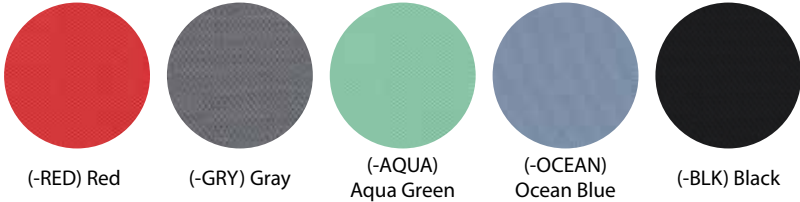
(-MBLK)
Black
Antimicrobial
Vinyl Seat

Black
Antimicrobial
Seat

Easy to Clean
& Disinfect!

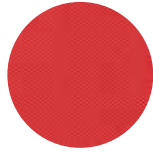


EM5225AM-RED
with an added Headrest



executive mesh it.

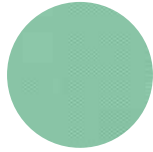
MIA SERIES



(-RED) Red



(-GRY) Gray



(-AQUA) Aqua Green



(-OCEAN) Ocean Blue



(-BLK) Black



- Adjustable lumbar
- Adjustable arms
- Tilt tension and lock
- Seat Slider

German Krall + Roth Mesh

One-touch pneumatic seat height adjustment

EM5600AM-MBLK

BLACK ANTIMICROBIAL SEAT
List \$749

EM5600AM-

ADD A FABRIC SEAT COVER
add \$28



Black Mesh Back

Adjustable lumbar

Black Fabric Seat

Black Nylon Base

Now comes standard with Antimicrobial Seat!!!

EM-HR56-BLK

List \$115
Opt. Black Mesh Headrest
Only for:
EM5600AM-BLK

OPTIONAL Adjustable headrest



NEW!

Available OCT. 2023

Great quality & price!



Black Mesh Back

Adjustable lumbar

Red Fabric Seat

Black Nylon Base

14 we stock it.

executive mesh it.

URBAN SERIES

EM6250-GRY

LIGHT GRAY FRAME

List \$795

300 lb weight limit



Lumbar Support

Charcoal Mesh Back

Light Gray Frame

Charcoal Fabric Seat

Self adjusting mechanism

Light Gray Base

One-touch pneumatic seat height adjustment on all chairs

- Self adjusting mechanism
- 4 Locking Positions
- Seat slider on all chairs

Style & Elegance

3-Way adjustable arms

Seat Slider

EM6100-BLK

BLACK FRAME

List \$749

300 lb weight limit



Black Mesh Back

Black Frame

Lumbar Support

Black Fabric Seat

Self adjusting mechanism

Black Nylon Base

EM-HR6100-BLK

List \$69



Black PU Headrest

Opt. Black PU Headrest Only for: EM6100-BLK

EM-HR6250-GRY

List \$69



Charcoal PU Headrest

Opt. Charcoal PU Headrest Only for: EM6250-GRY

EM6500-BLK

List \$649

SCOOP series

300 lb weight limit

Great Value!!



Black Mesh Back

Height adjustable arms

Self adjusting mechanism with Seat Slider

Black Fabric Seat

Black Nylon Base

EM6250-GRY with an added Headrest

EM6100-BLK with an added Headrest



manage it.

BUNJEE SERIES

Antimicrobial Vinyl

-MBLK
Black

-MGRY
Gray

27.5" Back Height



Padded Arms
Standard

21" Seat Width

(-MGRY) Gray Antimicrobial Vinyl

Chrome Base

NEW larger size width & height!!

OFD9210-MBLK

Black Antimicrobial Vinyl

OFD9210-MGRY

Gray Antimicrobial Vinyl
List \$775

300 lb. weight limit

manage it.



Chrome Arms
Optional

300 lb. weight limit

(-MBLK) Black Antimicrobial Vinyl

Chrome Base

OFD9200-MBLK

Black Antimicrobial Vinyl

OFD9200-MGRY

Gray Antimicrobial Vinyl
List \$695

OFD9200G-MBLK

Black Antimicrobial Vinyl

OFD9200G-MGRY

Gray Antimicrobial Vinyl
List \$675

manage it.



Padded Arms
Standard

(-MGRY) Gray Antimicrobial Vinyl

Chrome Sled Base

Chairs come standard with Padded arms.

Chrome arms available upon request!!!

OFD6350-MBLK

Black Antimicrobial Vinyl

OFD6350-MGRY

Gray Antimicrobial Vinyl
Executive Mid Back
List \$785

300 lb. weight limit

manage it.



Padded Arms
Standard

(-MBLK) Black Antimicrobial Vinyl

Chrome Base

One touch pneumatic seat height adjustment

-BLK
Black

-GRY
Gray

LIBERTY SERIES

OFD6300-MBLK

Black Antimicrobial Vinyl

OFD6300-MGRY

Gray Antimicrobial Vinyl
Executive High Back
List \$865

300 lb. weight limit

manage it.



(-MBLK) Black Antimicrobial Vinyl

Padded Arms
Standard

Chrome Base

Locking tilt control with tilt tension control

16 we stock it.

manage it.

LiDO SERIES

NEW DESIGN

GREAT FOR DESKING OR CONFERENCING

Self adjusting weight sensitive chair!!

OFD6800F-BLK

Black Frame/ Black Fabric

OFD6800F-GRY

Gray Frame/ Gray Fabric

List \$995

300 lb. weight limit

(-GRY Gray Fabric Back

Padded Arms

(-GRY) Gray Fabric Seat

Gray Frame/ Base

- 4 locking positions
- 4-way adj. arms
- Seat slider on all chairs

OFD6800P-BLK

Black Frame/ Black PU Seat and Back

OFD6800P-GRY

Gray Frame/ Gray PU Seat and Back

List \$995

300 lb. weight limit

(-GRY) Gray Frame/ Gray PU Seat and Back

- Molded foam seat & back
- Self adjusting mechanism

OFD-7000-BLK

Executive High Back List \$659

Padded Loop Arms

(-BLK) Black Eco Leather

Black Nylon Base

manage it.

Great Value Choices for Desks and Conference

MAYFAIR SERIES

OFD-7200-BLK

Guest Chair List \$560

Padded Loop Arms

(-BLK) Black Eco Leather

Black Sled Base

manage it.

OFD-7100-BLK

Executive Mid Back List \$615

Padded Loop Arms

(-BLK) Black Eco Leather

Black Nylon Base

manage it.

OFD-7000-, OFD-7100- and OFD-7200- have reverse stitching

we stock it. 17

big & tall it.

big & tall it.



(-GRY) Gray Bonded Leather

Chrome Base

300 lb.
weight limit

OFD-553-BLK

Black Bonded Leather

OFD-553-GRY

Gray Bonded Leather

List \$995

- Knee tilt seat plate with 4-locking positions

CHUZE
series

- Upholstered in commercial grade bonded leather

- 5-star metal base with casters for easy mobility

One-touch pneumatic seat height adjustment

Comfort & Style!

Get the chair that fits!

Big & Tall

big & tall it.



(-GRY) Gray Bonded Leather

Chrome Base

350 lb.
weight limit

OFD-555-BLK

Black Bonded Leather

OFD-555-GRY

Gray Bonded Leather

List \$995

- Low profile knee tilt with 4-locking positions

CONTOUR
series

Great Value!

big & tall it.



Black Mesh Back

Height Adjustable Arms

Black Fabric Seat

Black Heavy Duty Metal Base

400 lb.
weight limit

OFDBT400M-BLK

List \$1,195

- Adjustable Lumbar

CUSH
series

Great Value!

big & tall it.



Black Bonded Leather Seat and Back

Tilt Lock

Heavy Duty Base

350 lb.
weight limit

OFDBT8800-BLK

List \$645

LINK
series

One-touch pneumatic seat height adjustment



(-BLK) Black Antimicrobial Vinyl

OFD-HC2100-BLK

Black Antimicrobial Vinyl

OFD-HC2100-BLU

Blue Antimicrobial Vinyl

OFD-HC2100-GRY

Gray Antimicrobial Vinyl

21" Wide
List \$995

(-BLU) Blue Antimicrobial Vinyl



Heavy Duty!

(-GRY) Gray Antimicrobial Vinyl



Great for all Healthcare needs!

- Antimicrobial Vinyl
- Soft PU arm pads
- Sturdy metal frame with metal back bar reinforcement

Antimicrobial Vinyl

Easy to Clean & Disinfect

(-BLK) Black Antimicrobial Vinyl



(-BLU) Blue Antimicrobial Vinyl



(-GRY) Gray Antimicrobial Vinyl

OFD-HC2600-BLK

Black Antimicrobial Vinyl

OFD-HC2600-BLU

Blue Antimicrobial Vinyl

OFD-HC2600-GRY

Gray Antimicrobial Vinyl

26" Wide
List \$1,095

guest it.

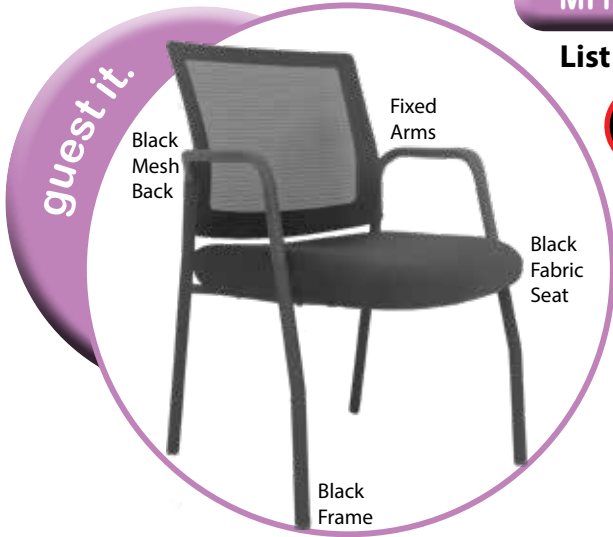
IGNITE MESH SERIES

Great Style & Comfort

MI1500B-BLK

List \$545

300 lb. weight limit



MI1500W-BLK

List \$545

300 lb. weight limit



MI1500S-BLK

List \$545

300 lb. weight limit



Voted Best Side Chair 2023!

OFD600G-BLK

List \$385

275 lb. weight limit



MOXY SERIES

Great Value!

20 we stock it.

FLIP-2
series



OFD-RI8815D-BLK

BLACK FABRIC SEAT

OFD-RI8815D-ECB

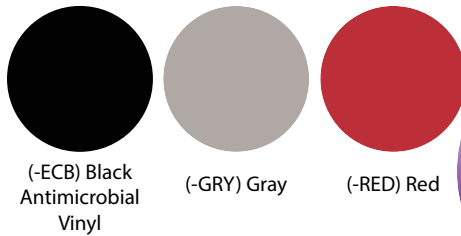
BLACK ECO LEATHER SEAT

List \$659

- Flip Arm
- Adjustable foot ring



Great for Sit Stand Desks!!



(-ECB) Black Antimicrobial Vinyl

(-GRY) Gray

(-RED) Red

SuperFlex Fabric for comfort on molded memory foam seats

ZAPP-2
series



OFD500ST-BLK

BLACK FABRIC SEAT

List \$770

OFD500ST-

(-ECB) OR COLOR FABRIC SEAT

List \$805



- Adjustable Arms
- SuperFlex Fabric Molded Seat
- 2-to-1 synchro tilt control with tilt lock, and tilt tension control



Y-2 series



OFD1122ST-BLK

BLACK FABRIC SEAT

List \$775

OFD1122ST-

(-ECB) OR COLOR FABRIC SEAT

List \$810



- Adjustable Arms
- Ratchet Back
- 2-to-1 synchro tilt control with tilt lock, and tilt tension control



raise it.

BELLA-2 SERIES

NEW Standing Height great for standing or counter height tables!!

NEW!

RI1108SH-BLK

BLACK STANDING HEIGHT CHAIR

RI1108SH-LTGRY

LIGHT GRAY STANDING HEIGHT CHAIR

List \$395 ^{OS}

• Stacks 3 high

RI1108SHBLK-GRY

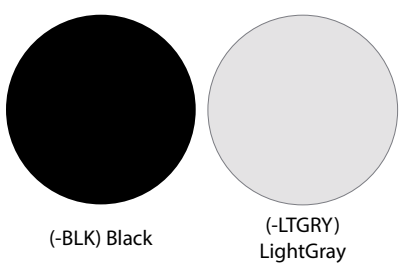
BLACK WITH GRAY CUSHION

RI1108SHLTGRY-GRY

LIGHT GRAY WITH GRAY CUSHION

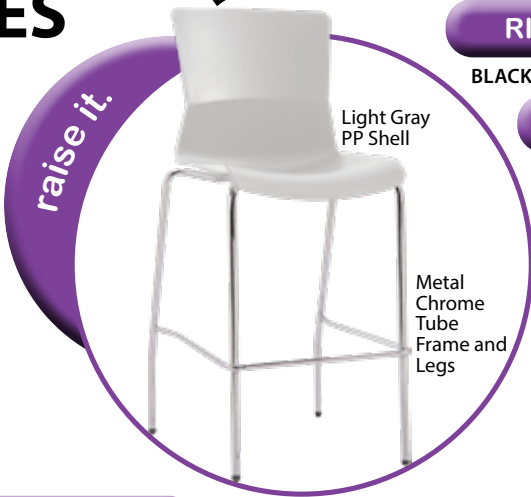
List \$470 ^{OS}

• Stacks 3 high



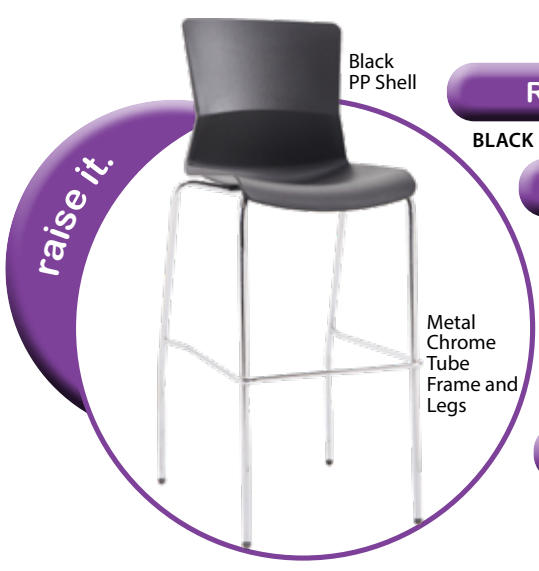
(-BLK) Black

(-LTGRY) Light Gray



Light Gray PP Shell

Metal Chrome Tube Frame and Legs



Black PP Shell

Metal Chrome Tube Frame and Legs

RI1108-BLK

BLACK BAR HEIGHT CHAIR

RI1108-LTGRY

LIGHT GRAY BAR HEIGHT CHAIR

List \$395 ^{OS}

• Stacks 3 high

RI1108BLK-GRY

BLACK WITH GRAY CUSHION

RI1108LTGRY-GRY

LIGHT GRAY WITH GRAY CUSHION

List \$470 ^{OS}

• Stacks 3 high



(-GRY) Gray Cushion

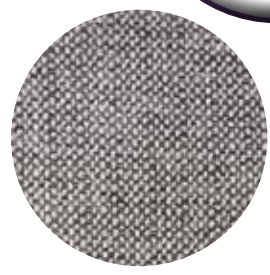
NEW!

Standing Height

Bar Height



Gray Fabric Cushions for added Comfort



(-GRY) Gray Cushion

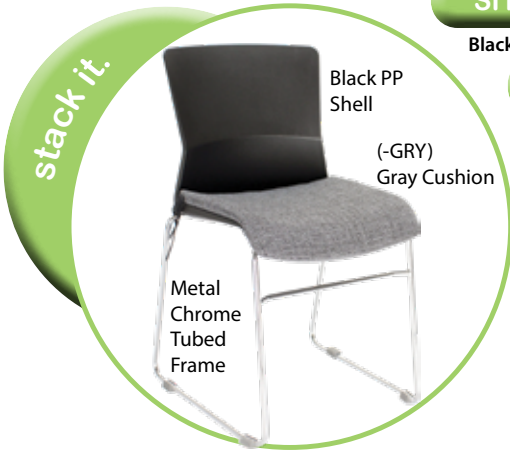
NEW Standing Height great for standing or counter height tables!!

In-Stock

stack it.

Easy to Clean & Disinfect

BELLA SERIES



SI1108-BLK

Black

SI1108-LTGRY

Light Gray

List \$325

Stacks 5 high

SI1108BLK-GRY

Black with Gray Cushion

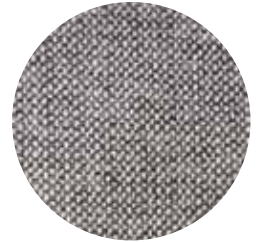
SI1108LTGRY-GRY

Light Gray with Gray Cushion

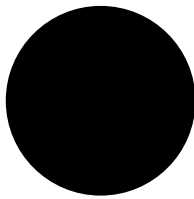
List \$400

Stacks 5 high

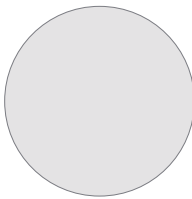
Gray Fabric Cushions for added Comfort



(-GRY) Gray Cushion



(-BLK) Black



(-LTGRY) Light Gray

SI1109-BLK

Black

SI1109-LTGRY

Light Gray

List \$325

Stacks 5 high

SI1109BLK-GRY

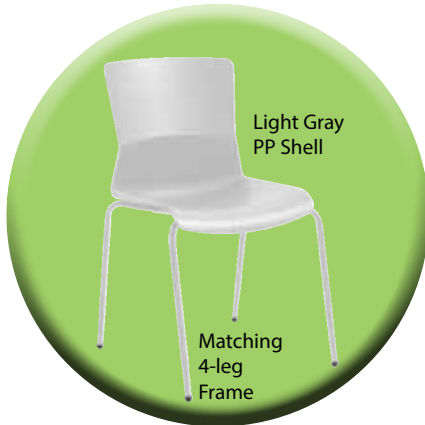
Black with Gray Cushion

SI1109LTGRY-GRY

Light Gray with Gray Cushion

List \$400

Stacks 5 high



TRACK SERIES

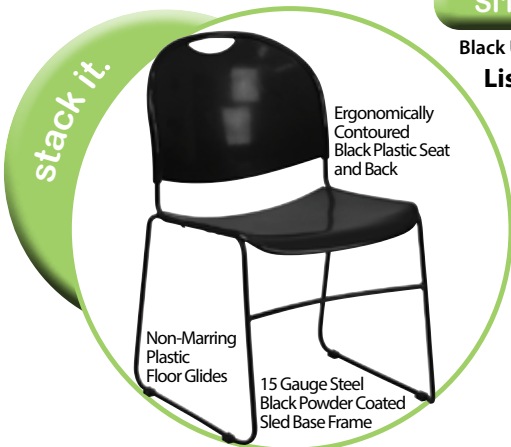
Great Value!!!

SI1106-BLK

Black ULTRA-COMPACT Stack Chair

List \$275

- Stack Quantity: 20
- Ships Fully Assembled
- 880 lb. Weight Capacity!!



BU-401-BLK

List \$495
EDGE
series



Black Mesh Back

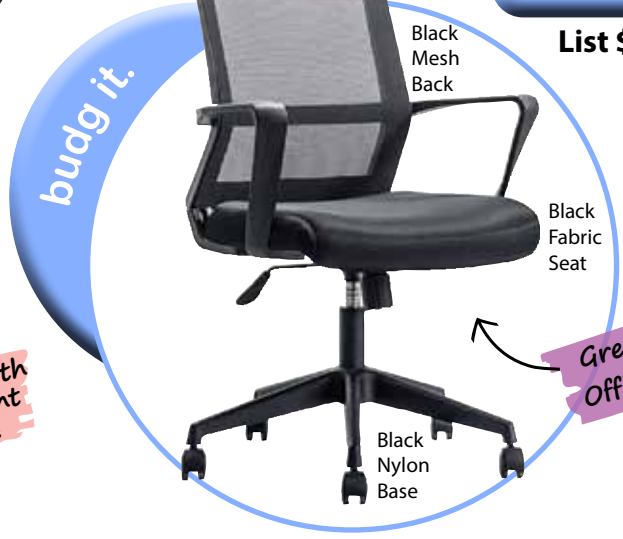
Black Fabric Seat

Black Nylon Base

Best Value with 300lb weight capacity!!

BU-101-EW08

List \$450



Black Mesh Back

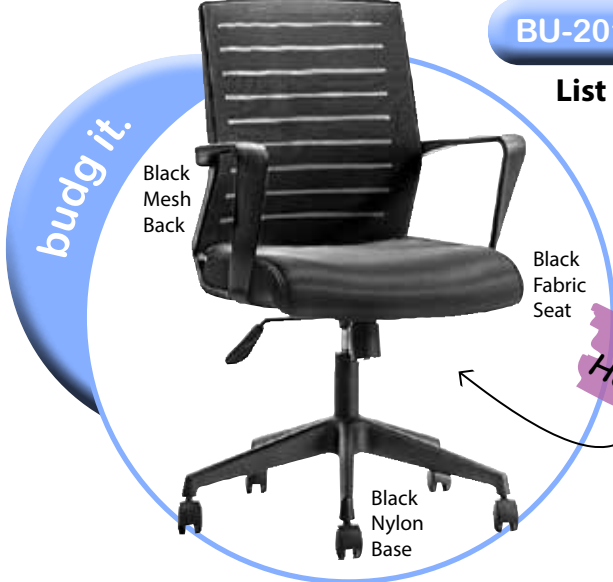
Black Fabric Seat

Black Nylon Base

Great Home Office Chair!!

BU-201-EW08

List \$450



Black Mesh Back

Black Fabric Seat

Black Nylon Base

Great for Home Office

BU-201-EW02

List \$450

Perfect "greige"



Gray Mesh Back

Gray Fabric Seat

Black Nylon Base

BU-6102-ECBR

List \$495
FLIP
series



Breathable Black Mesh Back

Flip arms

Black Eco Leather Seat

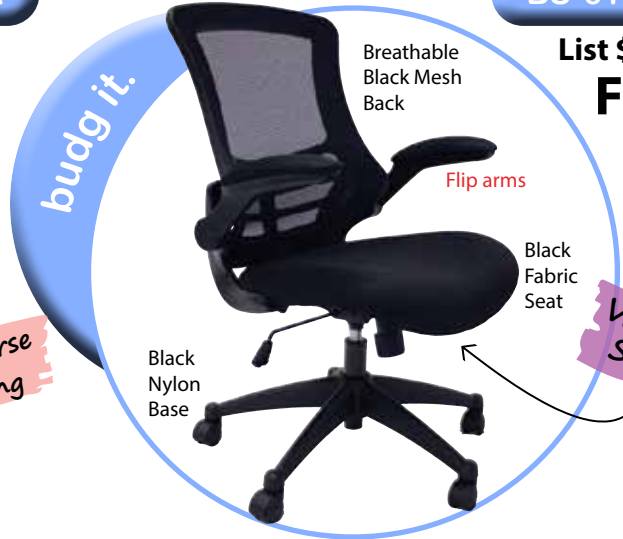
Black Nylon Base

Has reverse stitching

Easy to Clean & Disinfect

BU-6102-BLK

List \$495
FLIP
series



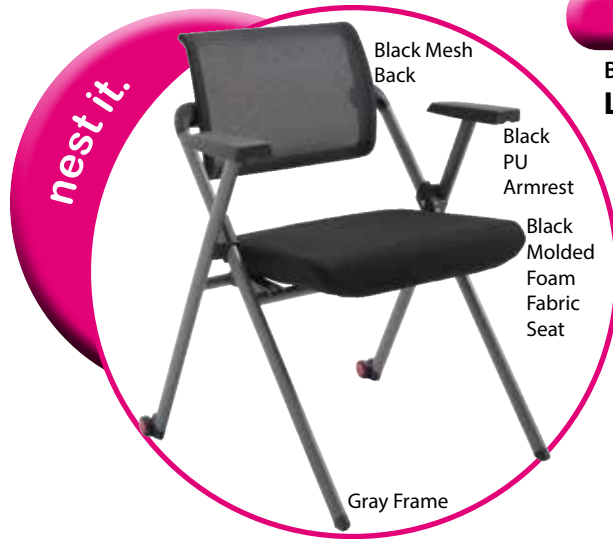
Breathable Black Mesh Back

Flip arms

Black Fabric Seat

Black Nylon Base

Value & Style



NI1400-BLK

BLACK FABRIC SEAT
List \$475

NI1400-

ADD A FABRIC SEAT COVER

add \$28

i-FLEX
series

Flex it
with Flex
Back



Chair folds
for
flat storage

Dual
wheel carpet
casters on back
legs



NI1500-BLK

List \$465

LEXI
series

*Voted best
nesting chair
2023!!*

NI-3003-121

List \$445

ROVER
series



NI3005S-BLK

List \$695

ACTIVE
series



Seat folds
for
horizontal
nesting

Dual
wheel carpet
casters

nest it.

FLIP SERIES

NEW



(-G) Gray Top



(-C) Cherry Top



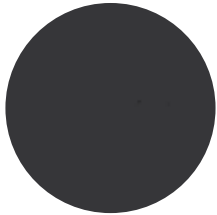
(-M) Mahogany Top



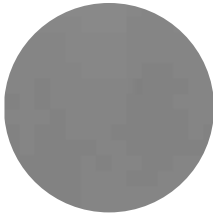
(-E) Espresso Top

See Page 29 for Collaborate it Top Options!!

Available OCT. 2023



(-DGRY) Dark Gray



(-LGRY) Light Gray

nest it.



Cherry Top

Light Gray Base

Overall Size 72"x24"

NITF7224-DGRY

Dark Gray Nesting Table

NITF7224-LGRY

Light Gray Nesting Table
Add laminate finish to part number (-G), (-C), (-M), (-E)
List \$1,146

TTF72-DGRY

Dark Gray Nesting Base

TTF72-LGRY

Light Gray Nesting Base
Nesting Base ONLY
List \$820

See Page 29 for Collaborate it Top Options and Pricing

NITF6024-DGRY

Dark Gray Nesting Table

NITF6024-LGRY

Light Gray Nesting Table
Add laminate finish to part number (-G), (-C), (-M), (-E)
List \$1,059

TTF60-DGRY

Dark Gray Nesting Base

TTF60-LGRY

Light Gray Nesting Base
Nesting Base ONLY
List \$785

See Page 29 for Collaborate it Top Options and Pricing

Nesting Bases only accept 24" Deep Work Surfaces

nest it.



Mahogany Top

Dark Gray Base

Overall Size 60"x24"

• 1"

Laminate top with impact-resistant PVC Edges

• Single-lever folding

No Grommets

Ganging and Nesting Capabilities!

- Space-saver nesting capability
- Easy-roll, locking carpet casters



nest it.



Espresso Top

Light Gray Base

Overall Size 48"x24"

NITF4824-DGRY

Dark Gray Nesting Table

NITF4824-LGRY

Light Gray Nesting Table
Add laminate finish to part number (-G), (-C), (-M), (-E)
List \$968

TTF48-DGRY

Dark Gray Nesting Base

TTF48-LGRY

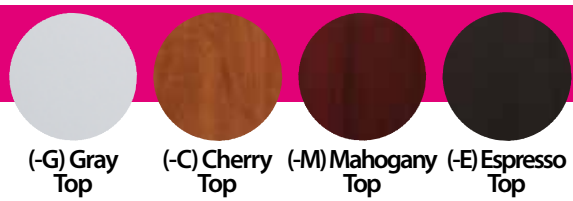
Light Gray Nesting Base
Nesting Base ONLY
List \$745

See Page 29 for Collaborate it Top Options and Pricing

nest it.

FLIP SERIES

See Page 29 for Collaborate it Top Options!!



NI-7224FB-T

Titanium Nesting Table

NI-7224FB-BS

Brushed Silver Nesting Table

Add laminate finish to part number (-G), (-C), (-M), (-E)

List \$981

OFD72FB-T

Titanium Nesting Base

OFD72FB-BS

Brushed Silver Nesting Base

Nesting Base ONLY

List \$655

See Page 29 for Collaborate it Top Options and Pricing

• 1" Laminate top with impact-resistant PVC Edges

• Single-lever folding



No Grommets

Nesting Bases only accept 24" Deep Work Surfaces



(T) Titanium Base



(BS) Brushed Silver Base



NI-6024FB-T

Titanium Nesting Table

NI-6024FB-BS

Brushed Silver Nesting Table

Add laminate finish to part number (-G), (-C), (-M), (-E)

List \$869

OFD60FB-T

Titanium Nesting Base

OFD60FB-BS

Brushed Silver Nesting Base

Nesting Base ONLY

List \$595

See Page 29 for Collaborate it Top Options and Pricing



NI-4824FB-T

Titanium Nesting Table

NI-4824FB-BS

Brushed Silver Nesting Table

Add laminate finish to part number (-G), (-C), (-M), (-E)

List \$748

OFD48FB-T

Titanium Nesting Base

OFD48FB-BS

Brushed Silver Nesting Base

Nesting Base ONLY

List \$525

See Page 29 for Collaborate it Top Options and Pricing

Ganging and Nesting Capabilities!

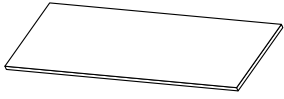
• Space-saver nesting capability

• Easy-roll, locking carpet casters



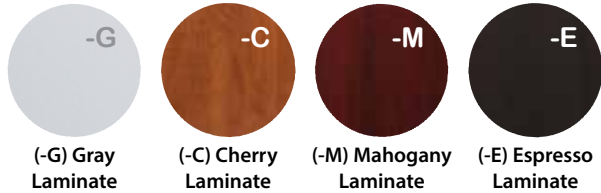
Train it Training Tables | Parts

Training Table Rectangle Work Surfaces - Laminate

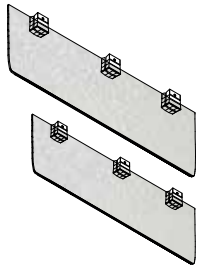


Ganging and Nesting Capabilities!

- OFD-TT4824 - Training Table Top 48"x24" 3MM Edge Band..... List \$223
- OFD-TT6024 - Training Table Top 60"x24" 3MM Edge Band..... List \$274
- OFD-TT7224 - Training Table Top 72"x24" 3MM Edge Band..... List \$326



Tops are 1" thick with 3mm Edge Band

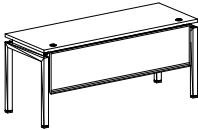


Modesty Screens - 1/4" Sea Board

(Modesty screens mount to the underside of the work surface)

OFD-BI1864SB
Modesty Screen, for 72" Work Surface, 18"Hx64"W
List \$374

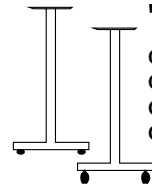
OFD-BI1858SB
Modesty Screen, for 66" Work Surface, 18"Hx58"W
List \$352



OFD-BI1846SB
Modesty Screen, for 60" Work Surface, 18"Hx46"W
List \$318

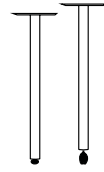
(3) Brackets included for ALL Screens

1/4" Modesty Screens



"T" Style Training Table Leg - Brushed Silver

- OFD-TLEG24-BS - "T" Style Leg w/Glides for 24"D Work Surface.....List \$178
- OFD-TLEG30-BS - "T" Style Leg w/Glides for 30"D Work Surface.....List \$186
- OFD-TLEG24CAS-BS - "T" Style Leg w/Casters for 24"D Work Surface.....List \$178
- OFD-TLEG30CAS-BS - "T" Style Leg w/Casters for 30"D Work Surface.....List \$186



Training Table Post with Casters/Glides

- OFD-POSTC-BS - 2" Post Leg with Casters, Brushed Silver..... List \$95
- OFD-POSTG-BS - 2" Post Leg with Glides, Brushed Silver..... List \$95

Stretcher Bar

- OFD-TOPBAR-BK - Stretcher Bar for Table Work Surfaces, 48.75", Black Only.....List \$49



Bench it Fixed End Leg

- OFD-BIDESK24EL - 24" End Leg, -BLK, -BS, -WH.....List \$180
- OFD-BIDESK30EL - 30" End Leg, -BLK, -BS, -WH.....List \$190



Bench It Adjustable Cable Trough

- OFD-BI4872WST-BLK - BI Work Surface Cable Trough 46"-72".....List \$125
- OFD-BI4872WST-BS - BI Work Surface Cable Trough 46"-72".....List \$125
- OFD-BI4872WST-WH - BI Work Surface Cable Trough 46"-72".....List \$125

Train it Training Tables | Typicals

How to Order

(Training Table Item# - Laminate Code - Paint Code)

Example = OFD-7224PG-C-BS



Prices below are for -G, -C, -M & -E tops only.
(See next page for Collaborate it Top Options and Pricing)



"T" Leg/
Post Color is
(-BS) Brushed
Silver

T-Leg with Casters Training Tables

- OFD-4824TC - "T" Leg 48" x 24" Training Table... List \$579
- OFD-6024TC - "T" Leg 60" x 24" Training Table... List \$679
- OFD-7224TC - "T" Leg 72" x 24" Training Table... List \$731

T-Leg with Glides Training Tables

- OFD-4824TG - "T" Leg 48" x 24" Training Table... List \$579
- OFD-6024TG - "T" Leg 60" x 24" Training Table... List \$679
- OFD-7224TG - "T" Leg 72" x 24" Training Table... List \$731



60" & 72"
Wide Table
includes 48"
Stretcher
Bar

Post Leg with Casters Training Tables

- OFD-4824PC - Post Leg 48" x 24" Training Table... List \$603
- OFD-6024PC - Post Leg 60" x 24" Training Table... List \$703
- OFD-7224PC - Post Leg 72" x 24" Training Table... List \$755

Post Leg with Glides Training Tables

- OFD-4824PG - Post Leg 48" x 24" Training Table.. List \$603
- OFD-6024PG - Post Leg 60" x 24" Training Table.. List \$703
- OFD-7224PG - Post Leg 72" x 24" Training Table.. List \$755



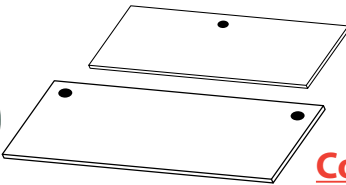
Bench it End
Legs can
be (-BLK) Black,
(-BS) Brushed Silver
or
(-WH) White

Bench it End Leg with Glides Training Tables

- OFD-4824BI - BI End Leg 48" x 24" Training Table... List \$708
- OFD-6024BI - BI End Leg 60" x 24" Training Table... List \$759
- OFD-7224BI - BI End Leg 72" x 24" Training Table... List \$811
(Bench it tables come with troughs.)

Train it Training Tables | Collaborate it Work Surfaces

Tops are 1 3/16" thick with 3mm Edge Band
60", 66" and 72" Wide
Table includes 48" Stretcher Bar

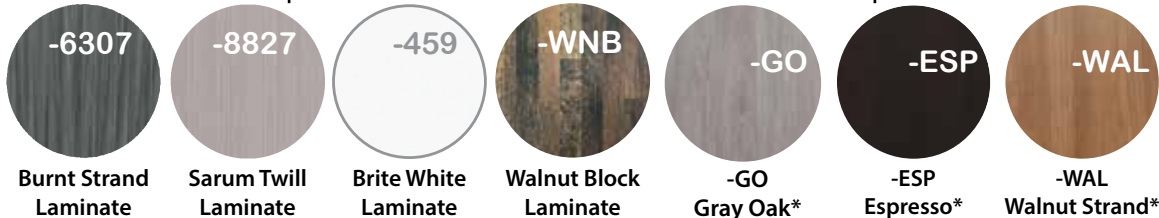


- *OFD-TOP4824M - 48"x24" with a 2 1/4" Center GrommetList \$325
- *OFD-TOP6024M - 60"x24" with two 2 1/4" Grommets.....List \$395
- OFD-TOP6624M - 66"x24" with two 2 1/4" Grommets.....List \$525
- *OFD-TOP7224M - 72"x24" with two 2 1/4" Grommets.....List \$535

48" Tops have one center grommet

60", 66" and 72" have 2 grommets

Collaborate it Laminate Choices



*Gray Oak, Espresso, and Walnut Strand Tops only available in 48x24, 60x24, 60x30, 66x30, 72x24, and 72x30

Collaborate it TOPS DO NOT GANG!!

"T" Leg/Post Color is (-BS) Brushed Silver
Bench it End Legs can be (-BLK) Black, (-BS) Brushed Silver or (-WH) White

How to Order
(Training Table Item# - Laminate Code - Paint Code)
Example = OFD-7224PG-6307-BS

Prices below are for -6307, -8827, -459, -WNB, -GO, -ESP & -WAL tops only.

Train it Training Tables | Typical



T-Leg with Casters Training Tables

- OFD-4824TC - "T" Leg 48" x 24" Training Table List \$681
- OFD-4830TC - "T" Leg 48" x 30" Training Table List \$797
- OFD-6024TC - "T" Leg 60" x 24" Training Table List \$800
- OFD-6030TC - "T" Leg 60" x 30" Training Table List \$896
- OFD-6624TC - "T" Leg 66" x 24" Training Table List \$930
- OFD-6630TC - "T" Leg 66" x 30" Training Table List \$956
- OFD-7224TC - "T" Leg 72" x 24" Training Table List \$940
- OFD-7230TC - "T" Leg 72" x 30" Training Table List \$966



Post Leg with Casters Training Tables

- OFD-4824PC - Post Leg 48" x 24" Training Table List \$705
- OFD-4830PC - Post Leg 48" x 30" Training Table List \$805
- OFD-6024PC - Post Leg 60" x 24" Training Table List \$824
- OFD-6030PC - Post Leg 60" x 30" Training Table List \$904
- OFD-6624PC - Post Leg 66" x 24" Training Table List \$954
- OFD-6630PC - Post Leg 66" x 30" Training Table List \$964
- OFD-7224PC - Post Leg 72" x 24" Training Table List \$964
- OFD-7230PC - Post Leg 72" x 30" Training Table List \$974



Bench it End Legs can be (-BLK) Black, (-BS) Brushed Silver or (-WH) White

Bench it End Leg with Glides Training Tables

- OFD-4824BI - BI End Leg 48" x 24" Training Table .. List \$810
 - OFD-4830BI - BI End Leg 48" x 30" Training Table .. List \$930
 - OFD-6024BI - BI End Leg 60" x 24" Training Table .. List \$880
 - OFD-6030BI - BI End Leg 60" x 30" Training Table .. List \$980
 - OFD-6624BI - BI End Leg 66" x 24" Training Table .. List \$1,010
 - OFD-6630BI - BI End Leg 66" x 30" Training Table .. List \$1,040
 - OFD-7224BI - BI End Leg 72" x 24" Training Table .. List \$1,020
 - OFD-7230BI - BI End Leg 72" x 30" Training Table .. List \$1,050
- (Bench it tables come with troughs.)

T-Leg with Glides Training Tables

- OFD-4824TG - "T" Leg 48" x 24" Training Table List \$681
- OFD-4830TG - "T" Leg 48" x 30" Training Table List \$797
- OFD-6024TG - "T" Leg 60" x 24" Training Table List \$800
- OFD-6030TG - "T" Leg 60" x 30" Training Table List \$896
- OFD-6624TG - "T" Leg 66" x 24" Training Table List \$930
- OFD-6630TG - "T" Leg 66" x 30" Training Table List \$956
- OFD-7224TG - "T" Leg 72" x 24" Training Table List \$940
- OFD-7230TG - "T" Leg 72" x 30" Training Table List \$966

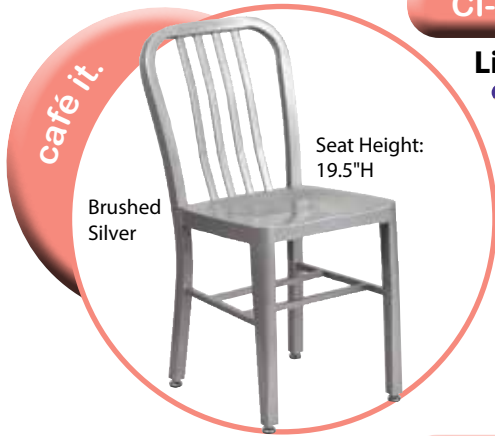
Post Leg with Glides Training Tables

- OFD-4824PG - Post Leg 48" x 24" Training Table List \$705
- OFD-4830PG - Post Leg 48" x 30" Training Table List \$805
- OFD-6024PG - Post Leg 60" x 24" Training Table List \$824
- OFD-6030PG - Post Leg 60" x 30" Training Table List \$904
- OFD-6624PG - Post Leg 66" x 24" Training Table List \$954
- OFD-6630PG - Post Leg 66" x 30" Training Table List \$964
- OFD-7224PG - Post Leg 72" x 24" Training Table List \$964
- OFD-7230PG - Post Leg 72" x 30" Training Table List \$974

Bench it. Leg Choices:



*Gray Oak, Espresso, and Walnut Strand Tops only available in 48x24, 60x24, 60x30, 66x30, 72x24, and 72x30.



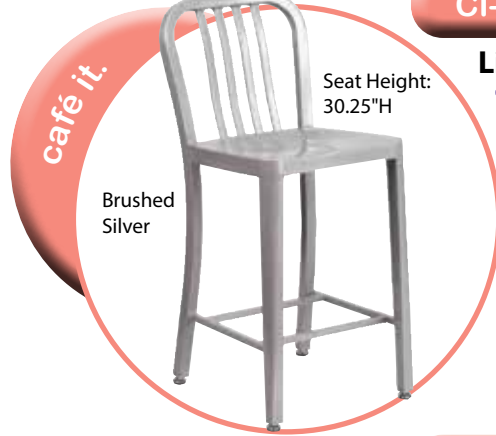
CI-700-BS

List \$450

Brushed Silver

Seat Height: 19.5"H

-BS
Brushed Silver Seat



CI-725-BS

List \$575

Brushed Silver

Seat Height: 30.25"H

-BS
Brushed Silver Seat



CI-750-BS

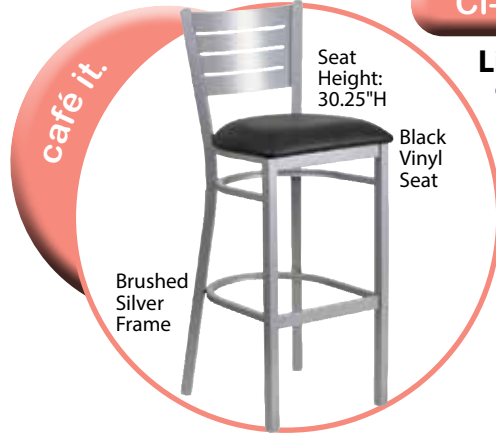
List \$435

Brushed Silver Frame

Seat Height: 19.5"H

Black Vinyl Seat

-BLK
Black Vinyl Seat



CI-775-BS

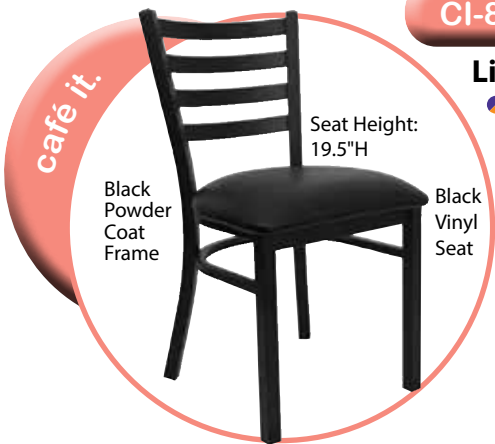
List \$485

Brushed Silver Frame

Seat Height: 30.25"H

Black Vinyl Seat

-BLK
Black Vinyl Seat



CI-800-BLK

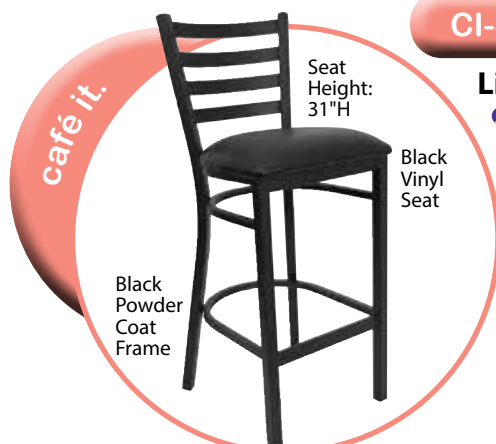
List \$360

Black Powder Coat Frame

Seat Height: 19.5"H

Black Vinyl Seat

-BLK
Black Vinyl Seat



CI-825-BLK

List \$450

Black Powder Coat Frame

Seat Height: 31"H

Black Vinyl Seat

-BLK
Black Vinyl Seat



CI-850-BLK

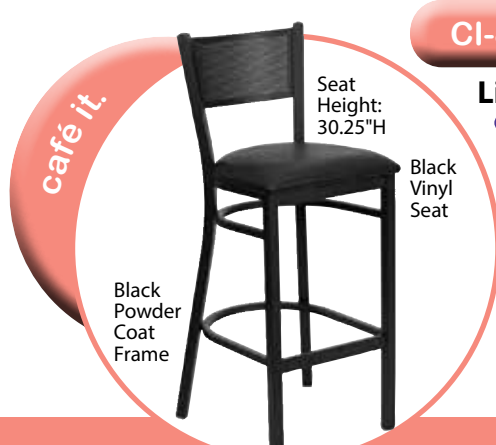
List \$360

Black Powder Coat Frame

Seat Height: 19.75"H

Black Vinyl Seat

-BLK
Black Vinyl Seat



CI-875-BLK

List \$450

Black Powder Coat Frame

Seat Height: 30.25"H

Black Vinyl Seat

-BLK
Black Vinyl Seat

All Tables are 29"H. All Bar Tables are 41.5"H.

How to Order

Café Table Item# - Laminate Code - Paint Code

Example = CI-BAR36R-6307-BS

CI-BREAK30SQ-
List \$671
30" x 30" Square Table

CI-BREAK36SQ-
List \$737
36" x 36" Square Table

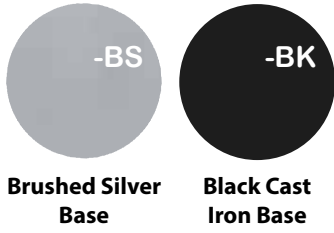
CI-BAR30R-
List \$739
30" Dia. Round Table

CI-BREAK30R-
List \$671
30" Dia. Round Table

CI-BREAK36R-
List \$737
36" Dia. Round Table

CI-BAR36R-
List \$805
36" Dia. Round Table

2 base colors!



CI-BREAK-X30SQ-
List \$571
30" x 30" Square Table

CI-BREAK-X36SQ-
List \$637
36" x 36" Square Table

CI-BAR-X30SQ-
List \$620
30" x 30" Square Table

CI-BREAK-X30R-
List \$571
30" Dia. Round Table

CI-BREAK-X36R-
List \$637
36" Dia. Round Table

CI-BAR-X30R-
List \$620
30" Dia. Round Table

CI-BAR-X36R-
List \$686
36" Dia. Round Table



-BLK/-MAH Tops are double sided

lounge it.

Don't Compromise!!

LUX LOUNGE

Now with upgraded foam!!



Overall Size:
32"W x31"D x29.5"H

OFD801-BLK

Black Club Chair

OFD801-GRY

Charcoal Gray Club Chair
List \$1,100 ●

300 lb.
weight limit



Overall Size:
32"W x31"D x29.5"H

OFD901-BLK

Black Club Chair

OFD901-GRY

Charcoal Gray Club Chair
List \$995 ●

300 lb.
weight limit

Chrome
finish frame



Overall Size:
51.5"W x31"D x29.5"H

OFD902-BLK

Black Loveseat

OFD902-GRY

Charcoal Gray Loveseat
List \$1,300 ●

600 lb.
weight limit

Chrome
finish legs

Antimicrobial
Vinyl



Overall Size:
72.75"W x31.5"D x29.5"H

OFD903-BLK

Black Sofa

OFD903-GRY

Charcoal Gray Sofa
List \$1,750 ●

900 lb.
weight limit

New and improved frame and foam

32 we stock it.

● Cannot be shipped FedEx/UPS.

collaborate it.



NEW A-FRAME DESKING SERIES

A-FRAME Desking Work Surfaces *In-Stock Laminates*

Available OCT. 2023



-6307
Burnt Strand
Laminate



-8827
Sarum Twill
Laminate



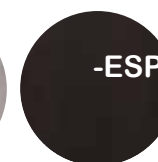
-459
Brite White
Laminate



-WNB
Walnut Block
Laminate



-GO
Gray Oak*



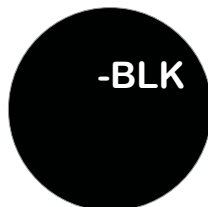
-ESP
Espresso*



-WAL
Walnut Strand*

A-FRAME Desking Base *Available in Black (-BLK) only*

*Gray Oak, Espresso, and Walnut Strand
Tops only available in 48x24, 60x24,
60x30, 66x30, 72x24, and 72x30



-BLK
Black

*Gray Oak, Espresso, and Walnut Strand Tops only available in 48x24, 60x24, 60x30, 66x30, 72x24, and 72x30.

collaborate it.



NEW
A-FRAME
desking series

NEW! A-FRAME L-SHAPE
AF72304824-WAL
Total List: \$2,151
Includes: OFD-AF7230, OFD-AF4824R,
AFRAMEMOD72

A 72" x 36" Desk
AF7236 (No Modesty)
List: \$1,420

72" x 30" Desk
AF7230 (No Modesty)
List: \$1,320

72" x 24" Desk
AF7224 (No Modesty)
List: \$1,250

66" x 30" Desk
AF6630 (No Modesty)
List: \$1,310

66" x 24" Desk
AF6624 (No Modesty)
List: \$1,240

60" x 30" Desk
AF6030 (No Modesty)
List: \$1,250

60" x 24" Desk
AF6024 (No Modesty)
List: \$1,110

48" x 30" Desk
AF4830 (No Modesty)
List: \$1,200

48" x 24" Desk
AF4824 (No Modesty)
List: \$1,040

B 48" x 24" Return
AF4824R (w/ 24" A-leg)
List: \$642

42" x 24" Return
AF4224R (w/ 24" A-leg)
List: \$637

36" x 24" Return
AF3624R (w/ 24" A-leg)
List: \$632

C 72" Modesty
AFRAMEMOD72
List: \$189

66" Modesty
AFRAMEMOD66
List: \$169

60" Modesty
AFRAMEMOD60
List: \$149

48" Modesty
AFRAMEMOD48
List: \$99

D 2 Drawer Lateral File
OFD-112 (Ultra Laminate)
List: \$1,400

2 Drawer Lateral File
UP112 (Ultra Premium)
List: \$1,700

E BBF Mobile Ped
OFD-148 (Ultra Laminate)
List: \$995

BBF Mobile Ped
UP148 (Ultra Premium)
List: \$1,100



Ultra Laminate finishes available in Burnt Strand (-6307), Espresso (-ESP), and Walnut Strand (-WAL) Only



Ultra Laminate finishes available in Burnt Strand (-6307), Espresso (-ESP), and Walnut Strand (-WAL) Only



A B

*Pricing for the desk set and returns does not include Reclaimed Wood. Please see next page for Reclaimed Wood Top pricing.

34 we stock it.

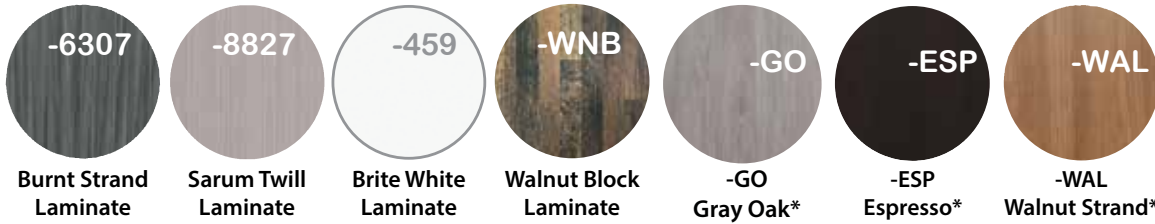
*Gray Oak, Espresso, and Walnut Strand Tops only available in 48x24, 60x24, 60x30, 66x30, 72x24, and 72x30.

NEW A-FRAME DESKING SERIES PARTS

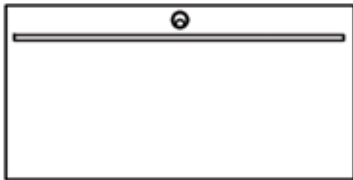
A-FRAME Desking parts

In-Stock Collaborate it Work Surfaces (includes stretcher)

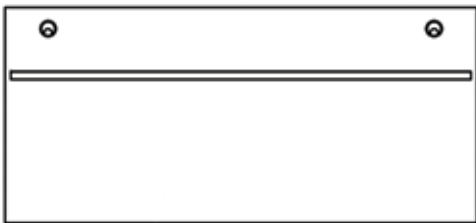
Available OCT. 2023



*Gray Oak, Espresso, and Walnut Strand Tops only available in 48x24, 60x24, 60x30, 66x30, 72x24, and 72x30

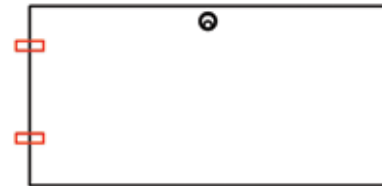


- *OFD-AF4824TWS - 48"x24" Work Surface with Stretcher.....List \$450
- OFD-AF4830TWS - 48"x30" Work Surface with Stretcher.....List \$550



- *OFD-AF6024TWS - 60"x24" Work Surface with Stretcher..... List \$520
- *OFD-AF6030TWS - 60"x30" Work Surface with Stretcher..... List \$600
- OFD-AF6624TWS - 66"x24" Work Surface with Stretcher..... List \$650
- *OFD-AF6630TWS - 66"x30" Work Surface with Stretcher..... List \$660
- *OFD-AF7224TWS - 72"x24" Work Surface with Stretcher..... List \$660
- *OFD-AF7230TWS - 72"x30" Work Surface with Stretcher..... List \$670
- OFD-AF7236TWS - 72"x36" Work Surface with Stretcher..... List \$700

Return Work Surfaces - Laminate



- (Returns include 2 flat brackets)
- *OFD-AF4824RWS - 48"x24" Return Work Surface.....List \$347
 - OFD-AF4224RWS - 42"x24" Return Work Surface..... List \$342
 - OFD-AF3624RWS - 36"x24" Return Work Surface.....List \$337

Reclaimed Wood Tops

1.5" Thick Wood, No Grommet (includes stretcher)



(-RW) Reclaimed Wood

- OFD-AF4824TWS-RW - 48"x24", 1.5" Thick Wood, No Grommet.....List \$1,020
- OFD-AF4830TWS-RW - 48"x30", 1.5" Thick Wood, No Grommet.....List \$1,250
- OFD-AF6030TWS-RW - 60"x30", 1.5" Thick Wood, No Grommet..... List \$1,575
- OFD-AF7230TWS-RW - 72"x30", 1.5" Thick Wood, No Grommet.....List \$1,850

A-FRAME Desking Leg



(-BLK) Black

- AFRAMELEG24BLK - A-FRAME Leg, 24" -BLK.....List \$295
- AFRAMELEG30BLK - A-FRAME Leg, 30" -BLK.....List \$325
- AFRAMELEG36BLK - A-FRAME Leg, 36" -BLK.....List \$360

A-FRAME Drop Down Desk Support



(-BLK) Black

- OFDDOLEG24BLK - A-FRAME Drop Down Leg, 24" -BLK..... List \$99
- OFDDOLEG30BLK - A-FRAME Drop Down Leg, 30" -BLK.....List \$119

*Gray Oak, Espresso, and Walnut Strand Tops only available in 48x24, 60x24, 60x30, 66x30, 72x24, and 72x30.

collaborate **it.**

connect **it.** *Desking Series*



Desking Series Base Color Options



Desking Series Work Surfaces

In-Stock Laminates



Burnt Strand Laminate



Sarum Twill Laminate



Brite White Laminate



Walnut Block Laminate

**Gray Oak, Espresso, and Walnut Strand Tops only available in 48x24, 60x24, 60x30, 66x30, 72x24, and 72x30*



**-GO
Gray Oak***



**-ESP
Espresso***



**-WAL
Walnut Strand***



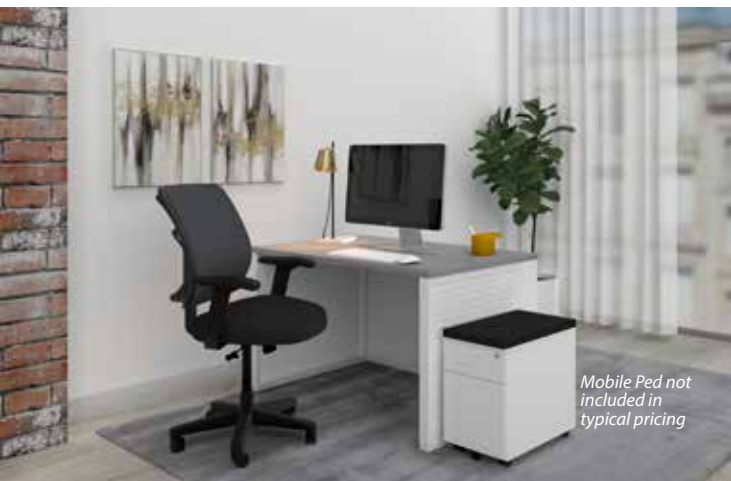
CONNECT IT DESKING
EXECUTIVE U-SET
 Total List: \$5,546
 Includes: 72x30 Main, 48x24 Bridge,
 72x24 Credenza, BBF and FF Full Peds,
 with Full Modesty Panels
Chair OFD501F-BLK
 Total List: \$645



Connect it Desking

L-Set with BBF and FF Full Peds, Full End and Modesty Panels

- *DI60304824L - 60"x30" Main, 48"x24" Return..... List \$3,908
- *DI66304824L - 66"x30" Main, 48"x24" Return..... List \$4,490
- *DI72244824L - 72"x24" Main, 48"x24" Return..... List \$4,441
- *DI72304824L - 72"x30" Main, 48"x24" Return..... List \$5,055



Mobile Ped not included in typical pricing

Connect it Desking

O'Leg Desks - Desk Only with Full End and Modesty Panels

- *DI4824 - 48"x24" Desk..... List \$1,313
- DI4830 - 48"x30" Desk..... List \$1,553
- *DI6024 - 60"x24" Desk..... List \$1,473
- *DI6030 - 60"x30" Desk..... List \$1,693
- DI6624 - 66"x24" Desk..... List \$1,628
- *DI6630 - 66"x30" Desk..... List \$1,778
- *DI7224 - 72"x24" Desk..... List \$1,663
- *DI7230 - 72"x30" Desk..... List \$1,813
- DI7236 - 72"x36" Desk..... List \$1,945

*Gray Oak, Espresso, and Walnut Strand Tops only available in 48x24, 60x24, 60x30, 66x30, 72x24, and 72x30.

Desking Series parts

In-Stock Collaborate it Work Surfaces (includes stretcher)

*Gray Oak, Espresso, and Walnut Strand Tops only available in 48x24, 60x24, 60x30, 66x30, 72x24, and 72x30



-6307
Burnt Strand Laminate



-8827
Sarum Twill Laminate



-459
Brite White Laminate



-WNB
Walnut Block Laminate



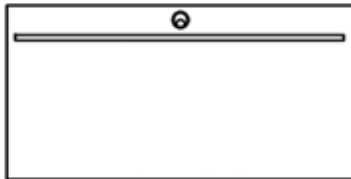
-GO
Gray Oak*



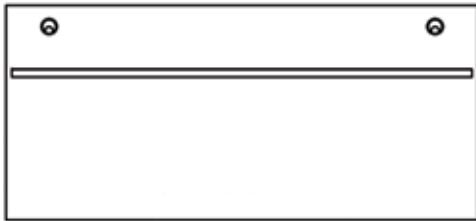
-ESP
Espresso*



-WAL
Walnut Strand*



- *OFD-DITOP4824SWS - 48"x24" Work Surface with Stretcher.....List \$450
- OFD-DITOP4830SWS - 48"x30" Work Surface with StretcherList \$550



- *OFD-DITOP6024SWS - 60"x24" Work Surface with Stretcher..... List \$520
- *OFD-DITOP6030SWS - 60"x30" Work Surface with Stretcher..... List \$600
- OFD-DITOP6624SWS - 66"x24" Work Surface with Stretcher..... List \$650
- *OFD-DITOP6630SWS - 66"x30" Work Surface with Stretcher..... List \$660
- *OFD-DITOP7224SWS - 72"x24" Work Surface with Stretcher List \$660
- *OFD-DITOP7230SWS - 72"x30" Work Surface with Stretcher..... List \$670
- OFD-DITOP7236SWS - 72"x36" Work Surface with Stretcher..... List \$700

Return Work Surfaces - Laminate



- (Returns include 2 flat brackets)
- *OFD-DI4824RWS - 48"x24" Return Work Surface with Stretcher.....List \$347
 - OFD-DI4224RWS - 42"x24" Return Work Surface with Stretcher.....List \$342
 - OFD-DI3624RWS - 36"x24" Return Work Surface with StretcherList \$337

O'Leg



(Leg with out end panel insert)

- OFDDIOLEG18 - O'Leg, 18" -BLK, -BS, -WHList \$129
- OFDDIOLEG24 - O'Leg, 24" -BLK, -BS, -WHList \$195
- OFDDIOLEG30 - O'Leg, 30" -BLK, -BS, -WHList \$225
- OFDDIOLEG36 - O'Leg, 36" -BLK, -BS, -WHList \$250

Desking Series Base Color Options



Brushed Silver

White

Black

Half Modesty Panel



- OFDDIMOD48 - Half Modesty Panel for 48" -BLK, -BS, -WHList \$175
- OFDDIMOD60 - Half Modesty Panel for 60" -BLK, -BS, -WHList \$215
- OFDDIMOD66 - Half Modesty Panel for 66" -BLK, -BS, -WHList \$235
- OFDDIMOD72 - Half Modesty Panel for 72" -BLK, -BS, -WHList \$260

Full Modesty Panel



- OFDDIFMOD48 - Full Modesty Panel for 48" -BLK, -BS, -WH...List \$315
- OFDDIFMOD60 - Full Modesty Panel for 60" -BLK, -BS, -WH...List \$405
- OFDDIFMOD66 - Full Modesty Panel for 66" -BLK, -BS, -WH...List \$430
- OFDDIFMOD72 - Full Modesty Panel for 72" -BLK, -BS, -WH...List \$455

O'Leg End Panel Only

End panel shown inserted in O'leg



(Leg with end panel insert)

- OFDDIMOD24 - O'Leg End Panel Only, 24" -BLK, -BS, -WH..... List \$79
- OFDDIMOD30 - O'Leg End Panel Only, 30" -BLK, -BS, -WH.....List \$119
- OFDDIMOD36 - O'Leg End Panel Only, 36" -BLK, -BS, -WH.....List \$145

Collaborate with bench it.

bench it. The ultimate benching system. Flexible and adaptable... bench it. supports a wide range of work styles, adding versatility to any work environment. Shown below with slightly tinted glass screens. **GLASS SCREENS ARE DRY ERASE!!**



In-Stock



OFD-BI4824

Bench it 48" x 24" Desk

Above Unit Consists of	List
Top & 24" Fixed End Legs	\$810
(1) Mobile Ped	\$575
(1) Black Basic Cushion	\$230
Complete Unit As Shown	\$1,615



OFD-BI7230R4824

Bench it L-Shape with 72" x 30" Desk and 48" x 24" Return

Above Unit Consists of	List
Tops & Fixed End Legs	\$1,577
(1) Mobile Ped	\$575
(1) Black Basic Cushion	\$230
Complete Unit As Shown	\$2,382



OFD-BI4824F-4WS

Bench it 4-Plex Workstation - 48" x 24"

Above Unit Consists of	List
Tops & Expandable Legs	\$2,750
(4) Mobile Peds	\$2,300
(4) Black Basic Cushions	\$920
(3) Frosted Glass Screens with Clips	\$1,683
Complete Unit As Shown	\$7,653
<i>*Add Power and Shared Troughs \$1,376</i>	



OFD-BI4824F-6WS

Bench it 6-Plex Workstation - 48" x 24"

Above Unit Consists of	List
Tops & Expandable Legs	\$4,000
(6) Mobile Peds	\$3,450
(6) Black Basic Cushions	\$1,380
(5) Frosted Glass Screens with Clips	\$2,801
Complete Unit As Shown	\$11,631
<i>*Add Power and Shared Troughs \$2,047</i>	



OFD-BI1202448-3WS

Bench it Tri-Pod Workstation - 120°
24" x 48" x 48" x 24"

Above Unit Consists of	List
Tops & Expandable Legs	\$4,851
(3) Mobile Peds	\$1,725
(3) Black Basic Cushions	\$690
(3) Frosted Glass Screens with Clips	\$1,695
Complete Unit As Shown	\$8,961
<i>*Add Power \$985</i>	



OFD-BI1202448-6WS

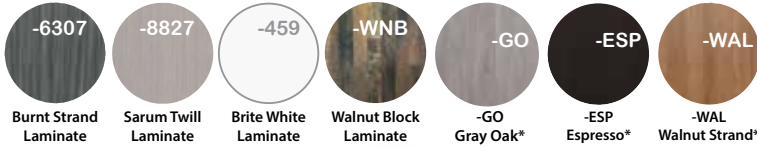
Bench it 6-Pod Workstation - 120°
24" x 48" x 48" x 24"

Above Unit Consists of	List
Tops & Expandable Legs	\$9,452
(6) Mobile Peds	\$3,450
(6) Black Basic Cushions	\$1,380
(6) Frosted Glass Screens with Clips	\$3,390
Complete Unit As Shown	\$17,672
<i>*Add Power \$2,535</i>	

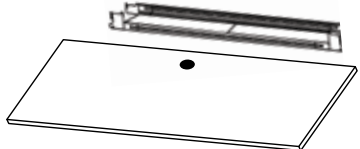
* Power not included in 'as shown' price.
Screens used on typicals are OFD-BI1946FG with OFD-BICLIP60-BS and OFD-BICLIP30-BS brackets
Other screen options available. See pages 50-53.

bench it. parts

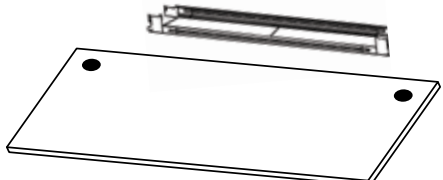
In-Stock Laminate Work Surfaces (includes trough)



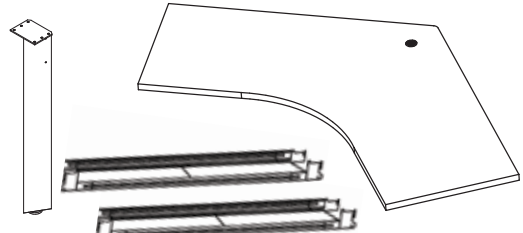
**Gray Oak, Espresso, and Walnut Strand Tops only available in 48x24, 60x24, 60x30, 66x30, 72x24, and 72x30*



*OFD-BI4824TWS - 48"x24" with Wire Mgt Trough, (1) Grommet..... List \$450
 OFD-BI4830TWS - 48"x30" with Wire Mgt Trough, (1) Grommet..... List \$550



*OFD-BI6024TWS - 60"x24" with Wire Mgt Trough, (2) Grommets..... List \$520
 *OFD-BI6030TWS - 60"x30" with Wire Mgt Trough, (2) Grommets..... List \$600
 OFD-BI6624TWS - 66"x24" with Wire Mgt Trough, (2) Grommets..... List \$650
 *OFD-BI6630TWS - 66"x30" with Wire Mgt Trough, (2) Grommets..... List \$660
 *OFD-BI7224TWS - 72"x24" with Wire Mgt Trough, (2) Grommets..... List \$660
 *OFD-BI7230TWS - 72"x30" with Wire Mgt Trough, (2) Grommets..... List \$670
 OFD-BI7236TWS - 72"x36" with Wire Mgt Trough, (2) Grommets..... List \$700



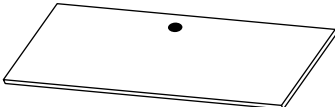
OFD-BI1202448TWS - 120" 24"x48"x48"x24" with (1) Triangle Leg, (2) Wire Mgt Troughs, (1) Grommet List \$1,317

Half Round Work Surface and Post Legs



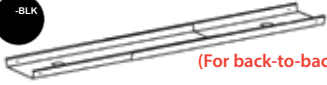
OFD-BI4924HR - Half Round Work Surface, 49" x 24" List \$335
 (Table requires 3 post legs below)
 OFD-POSTC-BS - Post Leg with Caster, Brushed Silver..... List \$95
 OFD-POSTC-WH - Post Leg with Caster, White..... List \$95

Return Work Surfaces - Laminate



(Returns include 2 flat brackets)
 *OFD-BI4824RWS - Return Work Surface 48"x24" with 2 1/4" Grommet..... List \$347
 OFD-BI4224RWS - Return Work Surface 42"x24" with 2 1/4" Grommet..... List \$342
 OFD-BI3624RWS - Return Work Surface 36"x24" with 2 1/4" Grommet..... List \$337

Expandable Shared Trough



(For back-to-back benching)

OFD-BI4872ST - 48"-72" Exp Shared Trough, -BLK, -BS, -WH List \$140

Fixed Desk End Leg



OFD-BIDESK24EL - Fixed Desk Leg, 24" -BLK, -BS, -WH List \$180
 OFD-BIDESK30EL - Fixed Desk Leg, 30" -BLK, -BS, -WH List \$190
 OFD-BIDESK36EL - Fixed Desk Leg, 36" -BLK, -BS, -WH List \$200

Expandable End Leg



OFD-BI243036EL - 24"-30"-36" End Leg, -BLK, -BS, -WH List \$200
 OFD-BI4860EL - 48"-60" End Leg, -BLK, -BS, -WH List \$300

Expandable Shared Leg



OFD-BI1824SL - 24"-30"-36" Shared Leg, -BLK, -BS, -WH List \$225
 OFD-BI4860SL - 48"-60" Shared Leg, -BLK, -BS, -WH List \$350

Expandable Standing Height End Leg



OFD-BI374860EL - 48"-60" Standing Ht End Leg, -BLK, -BS, -WH List \$389

Expandable Standing Height Shared Leg



OFD-BI374860SL - 48"-60" Standing Ht Shared Leg, -BLK, -BS, -WH List \$400



bench it. conference tables

1½" Thick Laminate Tops
Legs available in Brushed Silver (-BS), White (-WH),
and now Black (-BLK)



OFD-BI4896CONF - 48"x96" ConfTableTop, Includes (3) 48" Legs ... List \$2,913



2-Piece Top

OFD-BI48120CONF - 48"x120" ConfTableTop, Includes (3) 48" Legs List \$3,448



2-Piece Top

OFD-BI48144CONF - 48"x144" ConfTableTop, Includes (3) 48" Legs List \$3,948

30" H

38.5" H



OFD-BI4848CONF - 48"x48" ConfTable Top, Includes (2) 48" Legs ... List \$1,620
OFD-BI4848CONF-SH - 48"x48" Standing HtTableTop, Includes (2) 48" Legs.... List \$1,798

MARKERBOARD Standing Height Table - 38.5" H



Dry Erase!

OFD-BI4848CONF-SH-MB - 48"x48" Standing Ht Erasable
White Markerboard Table Top, -BLK, -BS, -WH Legs List \$2,374

connect it. conference tables

1½" Thick Laminate Tops
Legs available in Brushed Silver (-BS), White (-WH),
and now Black (-BLK)



OFD-CI4496CONF - 44"x96" ConfTableTop, Includes (2) 24" Legs..... List \$1,999
OFD-CI4896CONF - 48"x96" ConfTableTop, Includes (2) 30" Legs..... List \$2,113



2-Piece Top

OFD-CI44120CONF - 44"x120" ConfTableTop, Includes (3) 24" Legs List \$2,811
OFD-CI48120CONF - 48"x120" ConfTableTop, Includes (3) 30" Legs List \$3,022



2-Piece Top

OFD-CI44144CONF - 44"x144" ConfTableTop, Includes (3) 24" Legs List \$3,311
OFD-CI48144CONF - 48"x144" ConfTableTop, Includes (3) 30" Legs List \$3,522

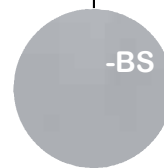


*Gray Oak, Espresso, and Walnut Strand Tops only available in 48x24, 60x24, 60x30, 66x30, 72x24, and 72x30.

lift it.

lift it. *Stand up for your health!!*

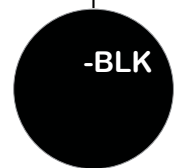
Lift it Base Color Options



Brushed Silver



White



Black



Stand up for your health!!

lift it. Work Surfaces

In-Stock Laminates



Burnt Strand Laminate



Sarum Twill Laminate



Brite White Laminate



Walnut Block Laminate



Gray Oak*



Espresso*



Walnut Strand*

**Gray Oak, Espresso, and Walnut Strand Tops only available in 48x24, 60x24, 60x30, 66x30, 72x24, and 72x30.*

Stand up for your health!! lift it.

Medical research shows that standing for part of your day is better for your health. Sit stand workstations provide flexibility and functionality. Combine sitting and standing...and control it with your fingertips with the easy, push button control.

MULTIPLE MEMORY PRESETS, USB, AND LED DISPLAY ON ALL CONTROLLERS.

In-Stock

Small 2 Stage Rectangle

Electric Height Adjustable Base for 36" to 48" Desks
3 Memory, 2 USB Controller with LED Display



Height Range
27.2 - 45.3"

(-BLK) Black



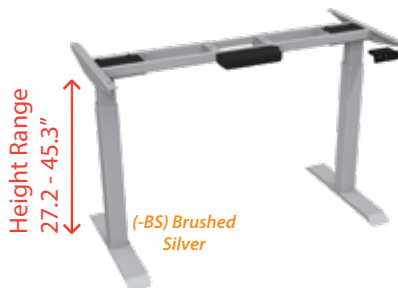
OFD-C12ELBASE3642-A-BLK - 2 Stage Rectangle Electric Base, Black .List \$995
OFD-C12ELBASE3642-A-BS - 2 Stage Rectangle Electric Base, Brushed Silver... List \$995
OFD-C12ELBASE3642-A-WH - 2 Stage Rectangle Electric Base, White .List \$995

Lift it Base Color Options



2 Stage Rectangle

Electric Ht. Adj. Base for 48" to 72" Desks
4 Memory, 1 USB Controller with LED Display



Height Range
27.2 - 45.3"

(-BS) Brushed Silver



Included Cable Management Cover Keeps Cords Organized and Out of Sight

OFD-C12ELBASE-A-BLK - 2 Motor 2 Stage, Includes Cable Cover, Black..... List \$1,190
OFD-C12ELBASE-A-BS - 2 Motor 2 Stage, Includes Cable Cover, Brushed Silver List \$1,190
OFD-C12ELBASE-A-WH - 2 Motor 2 Stage, Includes Cable Cover, White..... List \$1,190

Reclaimed Wood Tops

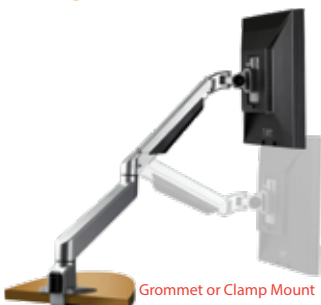
1.5" Thick Wood, No Grommet



(-RW) Reclaimed Wood

OFD-TOP4824-RW - 48"x24", 1.5" Thick Wood, No Grommet... List \$895
OFD-TOP4830-RW - 48"x30", 1.5" Thick Wood, No Grommet... List \$1,125
OFD-TOP6030-RW - 60"x30", 1.5" Thick Wood, No Grommet List \$1,450
OFD-TOP7230-RW - 72"x30", 1.5" Thick Wood, No Grommet List \$1,725

Double & Single Monitor Arm Mounts



Grommet or Clamp Mount

OFD-1015-Silver - Deluxe Single Monitor Arm, Silver..... List \$495
OFD-2035-Silver - Deluxe Double Monitor Arm, Silver List \$795

Add Wheels to Make your Desk Mobile



OFD-LIFTCASTER-BK - Set of 4 Wheel Kit, Black..... List \$69

3 Stage Rectangle

Electric Ht. Adj. Base for 48" to 72" Desks
4 Memory, 1 USB Controller with LED Display



Height Range
25.19 - 50.78"

(-BS) Brushed Silver

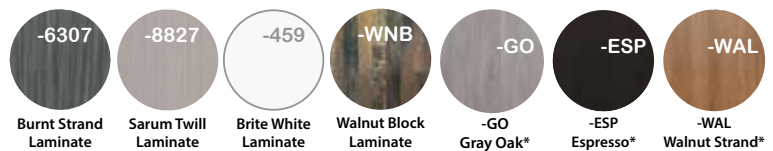


Included Cable Management Cover Keeps Cords Organized and Out of Sight

OFD-C13ELBASE-A-BLK - 2 Motor 3 Stage, Includes Cable Cover, Black..... List \$1,295
OFD-C13ELBASE-A-BS - 2 Motor 3 Stage, Includes Cable Cover, Brushed Silver List \$1,295
OFD-C13ELBASE-A-WH - 2 Motor 3 Stage, Includes Cable Cover, White..... List \$1,295

Laminate Work Surfaces

In-Stock Laminates, Top Only with Grommets



*Gray Oak, Espresso, and Walnut Strand Tops only available in 48x24, 60x24, 60x30, 66x30, 72x24, and 72x30

OFD-TOP3624M - 36"x24" with a 2 1/4" Center Grommet List \$315
OFD-TOP4224M - 42"x24" with a 2 1/4" Center Grommet List \$320
*OFD-TOP4824M - 48"x24" with a 2 1/4" Center Grommet List \$325
OFD-TOP4830M - 48"x30" with a 2 1/4" Center Grommet List \$425
*OFD-TOP6024M - 60"x24" with two 2 1/4" Grommets..... List \$395
*OFD-TOP6030M - 60"x30" with two 2 1/4" Grommets..... List \$475
OFD-TOP6624M - 66"x24" with two 2 1/4" Grommets..... List \$525
*OFD-TOP6630M - 66"x30" with two 2 1/4" Grommets..... List \$535
*OFD-TOP7224M - 72"x24" with two 2 1/4" Grommets..... List \$535
*OFD-TOP7230M - 72"x30" with two 2 1/4" Grommets..... List \$545
OFD-TOP7236M - 72"x36" with two 2 1/4" Grommets..... List \$575

Get rid of the clutter!!

NEW now add a center drawer!
New center drawers can now fit under our Lift it Desks. Screws into underside of work surface.

NEW



(-BLK) Black

LICD - Lift it Center Drawer, Black, White, Brushed Silver List \$175
Available in Black (-BLK), White (-WH), and Brushed Silver (-BS)



2 Stage 90°

L-Shape Electric Ht. Adj. Base
Multiple Memory Presets, USB, and LED Display



- OFD-CI2ELBASE90-BLK - 2 Stage 90° Electric Base, Black List \$1,695
- OFD-CI2ELBASE90-BS - 2 Stage 90° Electric Base, Brushed Silver List \$1,695
- OFD-CI2ELBASE90-WH - 2 Stage 90° Electric Base, White List \$1,695

2 Stage 120°

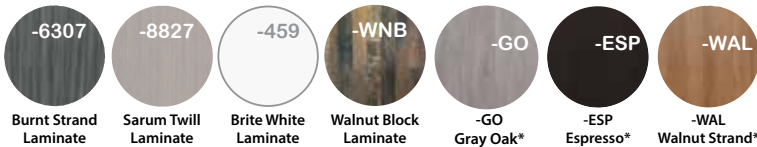
Electric Ht. Adj. Base
Multiple Memory Presets, USB, and LED Display



- OFD-CI2ELBASE120-BLK - 2 Stage 120° Electric Base, Black List \$1,695
- OFD-CI2ELBASE120-BS - 2 Stage 120° Electric Base, Brushed Silver List \$1,695
- OFD-CI2ELBASE120-WH - 2 Stage 120° Electric Base, White List \$1,695

Laminate Work Surfaces

In-Stock Laminates, Top Only with Grommets



**Gray Oak, Espresso, and Walnut Strand Tops only available in 48x24, 60x24, 60x30, 66x30, 72x24, and 72x30*

- *OFD-TOP6024M - 60"x24" with two 2 1/4" Grommets List \$395
- *OFD-TOP6030M - 60"x30" with two 2 1/4" Grommets List \$475
- OFD-TOP6624M - 66"x24" with two 2 1/4" Grommets List \$525
- *OFD-TOP6630M - 66"x30" with two 2 1/4" Grommets List \$535
- *OFD-TOP7224M - 72"x24" with two 2 1/4" Grommets List \$535
- *OFD-TOP7230M - 72"x30" with two 2 1/4" Grommets List \$545
- OFD-TOP7236M - 72"x36" with two 2 1/4" Grommets List \$575

Return Work Surfaces

- OFD-CI3624RWS - Return Work Surface 36"x24", with 2 1/4" Grommet List \$337
- OFD-CI4224RWS - Return Work Surface 42"x24" with 2 1/4" Grommet List \$342
- *OFD-CI4824RWS - Return Work Surface 48"x24" with 2 1/4" Grommet List \$347
- OFD-CI4830RWS - Return Work Surface 48"x30" with 2 1/4" Grommet List \$447
 (Returns include 2 flat brackets)

Get rid of the clutter!!

NEW now add a center drawer!
 New center drawers can now fit under our Lift it Desks. Screws into underside of work surface.



- LICD - Lift it Center Drawer, Black, White, Brushed Silver List \$175
 Available in Black (-BLK), White (-WH), and Brushed Silver (-BS)

NEW

3 Stage 90°

L-Shape Electric Ht. Adj. Base
Multiple Memory Presets, USB, and LED Display



- OFD-CI3ELBASE90-BLK - 3 Stage 90° Electric Base, Black List \$1,885
- OFD-CI3ELBASE90-BS - 3 Stage 90° Electric Base, Brushed Silver List \$1,885
- OFD-CI3ELBASE90-WH - 3 Stage 90° Electric Base, White List \$1,885

3 Stage 120°

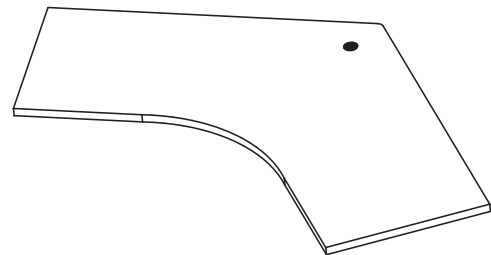
Electric Ht. Adj. Base
Multiple Memory Presets, USB, and LED Display



- OFD-CI3ELBASE120-BLK - 3 Stage 120° Electric Base, Black List \$1,885
- OFD-CI3ELBASE120-BS - 3 Stage 120° Electric Base, Brushed Silver List \$1,885
- OFD-CI3ELBASE120-WH - 3 Stage 120° Electric Base, White List \$1,885

120° Work Surface

Not available in Gray Oak, Espresso, and Walnut Strand



- OFD-TOP1202448M - 120° 24"x48"x48"x24" with a 2 1/4" Center Grommet.. List \$895

Reclaimed Wood Tops

1.5" Thick Wood, No Grommet



- OFD-TOP6030-RW - 60"x30", 1.5" Thick Wood, No Grommet .. List \$1,450
- OFD-TOP7230-RW - 72"x30", 1.5" Thick Wood, No Grommet .. List \$1,725

Return Work Surfaces

- OFD-TOP4824RWS-RW - Return Work Surface 48"x24", 1.5" Thick Wood, No Grommet, Includes 2 flat brackets List \$917
- OFD-TOP4830RWS-RW - Return Work Surface 48"x30", 1.5" Thick Wood, No Grommet, Includes 2 flat brackets List \$1,147

In-Stock

Value Lift Electric Base

1 Motor 2 Stage,
Up/Down Controller with LED Display



- VL12-BLK - 1 Motor 2 Stage, Black.....List \$735
- VL12-BS - 1 Motor 2 Stage, Brushed Silver.....List \$735
- VL12-WH - 1 Motor 2 Stage, White.....List \$735

Value Lift Electric Base

2 Motor 2 Stage, Includes Cable Cover,
4 Memory, 1 USB Controller with LED Display



- VL22-BLK - 2 Motor 2 Stage, Includes Cable Cover, BlackList \$995
- VL22-BS - 2 Motor 2 Stage, Includes Cable Cover, Brushed SilverList \$995
- VL22-WH - 2 Motor 2 Stage, Includes Cable Cover, White.....List \$995

Value Lift Electric Base

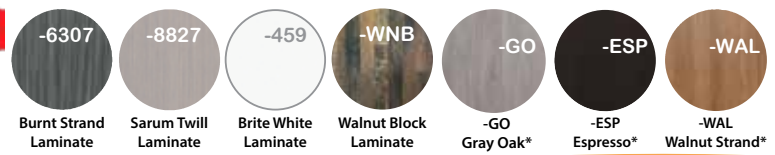
2 Motor 3 Stage, Includes Cable Cover,
4 Memory, 1 USB Controller with LED Display



- VL23-BLK - 2 Motor 3 Stage, Includes Cable Cover, Black.....List \$1,125
- VL23-BS - 2 Motor 3 Stage, Includes Cable Cover, Brushed Silver.....List \$1,125
- VL23-WH - 2 Motor 3 Stage, Includes Cable Cover, White.....List \$1,125

Laminate Work Surfaces

In-Stock Laminates, Top Only with Grommets



*Gray Oak, Espresso, and Walnut Strand
Tops only available in 48x24, 60x24,
60x30, 66x30, 72x24, and 72x30

- *OFD-TOP4824M - 48"x24" with a 2 1/4" Center GrommetList \$325
- OFD-TOP4830M - 48"x30" with a 2 1/4" Center GrommetList \$425
- *OFD-TOP6024M - 60"x24" with two 2 1/4" Grommets.....List \$395
- *OFD-TOP6030M - 60"x30" with two 2 1/4" Grommets.....List \$475
- OFD-TOP6624M - 66"x24" with two 2 1/4" Grommets.....List \$525
- *OFD-TOP6630M - 66"x30" with two 2 1/4" Grommets.....List \$535
- *OFD-TOP7224M - 72"x24" with two 2 1/4" Grommets.....List \$535
- *OFD-TOP7230M - 72"x30" with two 2 1/4" Grommets.....List \$545

In-Stock



48"

No Power?
No Problem!!

Non-electric
mobile tables!



60"

Can use any
Collaborate it
top color!!!

Pneumatic

Ht. Adj. Base for 24"x48" Desk



Height Range
29.20 - 43"

- OFD-LIP48-BS - Pneumatic Ht. Adj. Base for 24"x48" Desk, Brushed Silver.....List \$875

Pneumatic

Ht. Adj. Base for 24"x60" Desk



Height Range
29.20 - 43"

- OFD-LIP60-BS - Pneumatic Ht. Adj. Base for 24"x60" Desk, Brushed SilverList \$900

*Gray Oak, Espresso, and Walnut Strand
Tops only available in 48x24, 60x24, 60x30, 66x30, 72x24, and 72x30.



with
Screen

OFD-CI3DBLELBASE-BS



without
Screen

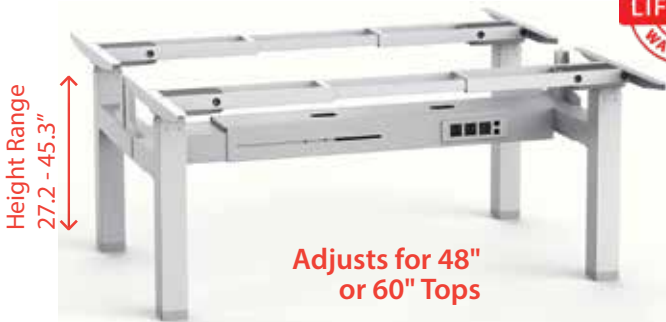
OFD-CI3DBLELBASE-BS

In-Stock

2 Stage Double Bank

Electric Ht. Adj. Base with Built-in Beam
Multiple Memory Presets, USB, and LED Display

LIMITED LIFETIME WARRANTY



Height Range
27.2 - 45.3"

Adjusts for 48"
or 60" Tops

- OFD-CI2DBLELBASE-BLK - 2 Stage Double Electric Base, Black..... List \$2,350
- OFD-CI2DBLELBASE-BS - 2 Stage Double Electric Base, Brushed Silver.... List \$2,350
- OFD-CI2DBLELBASE-WH - 2 Stage Double Electric Base, White..... List \$2,350

3 Stage Double Bank

Electric Ht. Adj. Base with Built-in Beam
Multiple Memory Presets, USB, and LED Display

LIMITED LIFETIME WARRANTY



Height Range
25.20 - 50.79"

Adjusts for 48"
or 60" Tops

- OFD-CI3DBLELBASE-BLK - 3 Stage Double Electric Base, Black..... List \$2,700
- OFD-CI3DBLELBASE-BS - 3 Stage Double Electric Base, Brushed Silver.... List \$2,700
- OFD-CI3DBLELBASE-WH - 3 Stage Double Electric Base, White..... List \$2,700

lift it. Base Color Options



Brushed Silver

White

Black

Tackable Felt Screens

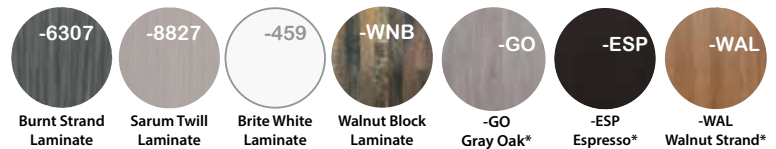
For Double Bank Bases, 24"H



- OFD-LI4824TACK-BLK - 46" Privacy Screen, Black Fabric.....List \$360
- OFD-LI4824TACK-GRY - 46" Privacy Screen, Gray Fabric.....List \$360

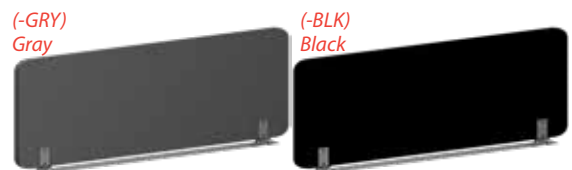
Laminate Work Surfaces

In-Stock Laminates, Top Only with Grommets



*Gray Oak, Espresso, and Walnut Strand Tops only available in 48x24, 60x24, and 60x30

- *OFD-TOP4824M - 48"x24" with a 2 1/4" Center GrommetList \$325
- OFD-TOP4830M - 48"x30" with a 2 1/4" Center GrommetList \$425
- *OFD-TOP6024M - 60"x24" with two 2 1/4" Grommets.....List \$395
- *OFD-TOP6030M - 60"x30" with two 2 1/4" Grommets.....List \$475



- OFD-LI6024TACK-BLK - 58" Privacy Screen, Black Fabric.....List \$395
- OFD-LI6024TACK-GRY - 58" Privacy Screen, Gray Fabric.....List \$395

"Skinny"
Peds!

Mobile Pedestals

Slim Ped



- OFDLISLIMBF-BLK - Slim Mobile Ped Box/File, BlackList \$482
- OFDLISLIMBF-BS - Slim Mobile Ped Box/File, Brushed SilverList \$482
- OFDLISLIMBF-WH - Slim Mobile Ped Box/File, WhiteList \$482

Cushion for Slim Mobile Pedestals



- OFD-LISLIMCUSH-BLK - Slim Ped Magnetic Cushion, BlackList \$155

Pedestals

Box/Box/File



- OFD-20BBF-BLK - Box/Box/File Ped 27.5\"/>

In-Stock

Pedestals

File/File



- OFD-20FF-BLK - File/File Ped 27.5\"/>

Mobile Pedestals

Box/File



- OFD-CIBF-BLK - Mobile Ped Box/File, BlackList \$575
- OFD-CIBF-BS - Mobile Ped Box/File, Brushed SilverList \$575
- OFD-CIBF-WH - Mobile Ped Box/File, WhiteList \$575

Cushions for Mobile Pedestals

- OFD-BICUSHBF2(19)-BLK - 2" Value Black Fabric Cushion, PedList \$230
- OFD-CICUSHBF(19) - 2" Color Cushion for Mobile B/F PedList \$378

collaborate it.

Mobile Storage Units **NEW**

Great storage options!!

B/B/L Storage Unit or Open Storage Unit

In-Stock



(-BS) Brushed Silver B/B/L and Open Storage Unit Shown with (-459) White top



OFDCI36BBL

Mobile B/B/L Storage Unit

LIST \$1,149

- 35.5"W x 17.75"D x 22.25"H
- 2 Box Files
- Center Open Storage 11"W x 4.25"H with Grommet in rear
- Lateral File Drawer - Letter/Legal Filing
- Overall Metal Construction
- Available in Black (-BLK), Brushed Silver (-BS), or White (-WH)
- Locking Casters with dual anti-tip wheels included for stability



(-BS) Brushed Silver



(-WH) White



(-BS) Brushed Silver



(-WH) White



(-BLK) Black

OFDCI36OS

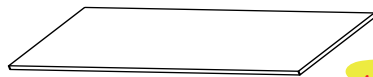
Mobile Open Storage Unit

LIST \$850

- 35.5"W x 17.75"D x 22.25"H
- Open Storage with divider and 2 adjustable shelves
- 2 Grommets in rear
- Overall Metal Construction
- Available in Black (-BLK), Brushed Silver (-BS), or White (-WH)
- Locking Casters

Laminate Work Surface

Only for B/B/L Storage Unit or Open Storage Unit, White



NEW

Available OCT. 2023

OFD-TOP3517-459 - Work Surface, 35.75" x 17-7/16, WhiteList \$165
OFD-TOP7017-459 - Work Surface, 70-7/8 x 17-7/16, White.....List \$300



In-Stock

Single Lateral Files

with Brushed Silver Legs



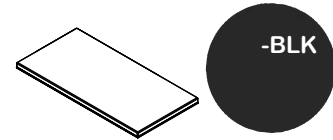
*(-WH) White
(white laterals come with
brushed silver legs)*



*(-BS) Brushed Silver
with (-6526) Rain Fabric Cushion*

OFD-CILF36-BS - 36" Single Drawer Lateral, Brushed Silver . List \$1,075
OFD-CILF36-WH - 36" Single Drawer Lateral, White..... List \$1,075

Cushions for Lateral Files



Value Black Fabric

OFD-BICUSHLAT36-BLK - 1" Value Black Fabric Cushion, Lateral..... List \$191
OFD-BICUSHLAT36-2-BLK - 2" Value Black Fabric Cushion, Lateral List \$250

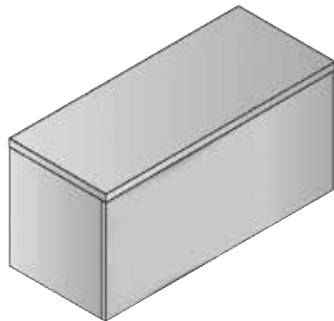


Black Fabric Rain Fabric Theater Fabric Gaia Fabric

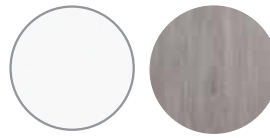
OFD-CICUSHLAT36 - 2" Color Cushion for Lateral List \$531

Ultra Premium Wall Mounted Hutches

Single Flip-up Laminate Door



*(-WH) White
with Flip-up
Laminate Door*



-WH
White

-GO
Gray Oak

NEW

Single Flip-up Glass Door



*(-GO) Gray Oak
with Flip-up
Glass Door*

UPHW36LD - 35.5"x17"x14.75" Wall Mounted Hutch..... List \$1,000

UPHW36FG - 35.5"x17"x14.75" Wall Mounted Hutch..... List \$1,425

Ultra Laminate Wall Mounted Hutches

with Laminate Doors



*(-BS) Burnt Strand
with Burnt Strand
Laminate Doors*

CI-36HWM-2W - 36" Wall Mounted Hutch..... List \$790

with Glass Doors



*(-ESP) Espresso
with Glass Doors*

CI-36HWM-2G - 36" Wall Mounted Hutch..... List \$1,200



-CHE Cherry **-MAH** Mahogany **-ESP** Espresso **-WAL** Walnut Strand **-BS** Burnt Strand

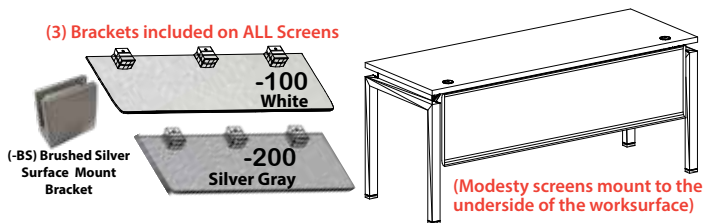
In-Stock



Modesty Screens

for Underside of Work Surface

(3) Brackets included on ALL Screens



- OFD-BI1846SB - 1/4" Sea Board Screen for 60" Desk, 46" x 18" List \$318
 - OFD-BI1858SB - 1/4" Sea Board Screen for 66" Desk, 58" x 18" List \$352
 - OFD-BI1864SB - 1/4" Sea Board Screen for 72" Desk, 64" x 18" List \$374
- (Not recommended on Connect it Product)

Sea Board Screens

For 12" High, (screens only - must add brackets)



- OFD-CISCREENTOP1222SB - 1/4" Sea Board Screen for 24" Work Surface, 22" x 12" ... List \$79
- OFD-CISCREENTOP1228SB - 1/4" Sea Board Screen for 30" Work Surface, 28" x 12" ... List \$104
- OFD-CISCREENTOP1246SB - 1/4" Sea Board Screen for 48" Work Surface, 46" x 12" ... List \$123
- OFD-CISCREENTOP1258SB - 1/4" Sea Board Screen for 60" Work Surface, 58" x 12" ... List \$151
- OFD-CISCREENTOP1264SB - 1/4" Sea Board Screen for 66" Work Surface, 64" x 12" ... List \$165
- OFD-CISCREENTOP1270SB - 1/4" Sea Board Screen for 72" Work Surface, 70" x 12" ... List \$178

For 18" High, (screens only - must add brackets)



- OFD-CISCREENTOP1822SB - 1/4" Sea Board Screen for 24" Work Surface, 22" x 18" ... List \$114
- OFD-CISCREENTOP1828SB - 1/4" Sea Board Screen for 30" Work Surface, 28" x 18" ... List \$123
- OFD-CISCREENTOP1846SB - 1/4" Sea Board Screen for 48" Work Surface, 46" x 18" ... List \$171
- OFD-CISCREENTOP1858SB - 1/4" Sea Board Screen for 60" Work Surface, 58" x 18" ... List \$205
- OFD-CISCREENTOP1864SB - 1/4" Sea Board Screen for 66" Work Surface, 64" x 18" ... List \$227
- OFD-CISCREENTOP1870SB - 1/4" Sea Board Screen for 72" Work Surface, 70" x 18" ... List \$240

Screen Brackets

Desk Top Mount

Also used for modesty mounting!



OFD-CICGB-BS - Top Mount Bracket for Desks and Panels, Brushed Silver List \$49

Desk Top Mount



- OFDBEAMBRACKET-BS - Top Mount Bracket, Brushed Silver List \$26
- OFDBEAMBRACKET-WH - Top Mount Bracket, White List \$26
- OFDBEAMBRACKET-BLK - Top Mount Bracket, Black List \$26

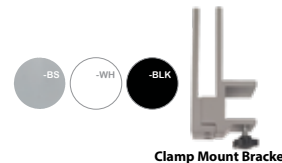
Free Standing



- OFD-TFREEBRACKET-BS - Free Standing Bracket, Brushed Silver ... List \$40
 - OFD-TFREEBRACKET-WH - Free Standing Bracket, White List \$40
 - OFD-TFREEBRACKET-BLK - Free Standing Bracket, Black List \$40
- (Double-sided tape included with brackets)

Clamp Mount

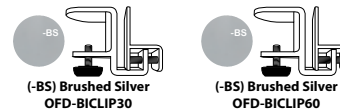
Not recommended for connect it product



- LICLAMPBRACKET-BS - Clamp Mount Bracket, Brushed Silver List \$26
- LICLAMPBRACKET-WH - Clamp Mount Bracket, White List \$26
- LICLAMPBRACKET-BLK - Clamp Mount Bracket, Black List \$26

Clamp Mount

ONLY for bench it. product



- OFD-BICLIP30-BS - Bench it Screen Bracket for Side Mount, Brushed Silver ... List \$34
- OFD-BICLIP60-BS - Bench it Screen Bracket for Front Mount, Brushed Silver ... List \$40

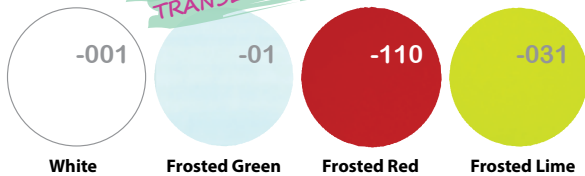
2 Brackets recommended for 28" screens and smaller
3 Brackets recommended for 46" screens and larger

Custom SIZES are available!
Please call customer service for pricing and availability.

In-Stock



Frosted Screens are TRANSLUCENT!



Acrylic Screens

For 12" High, (screens only - must add brackets)



- OFD-CISCREENTOP1222A- 1/4" Acrylic Screen for 24" Work Surface, 22" x 12"List \$137
- OFD-CISCREENTOP1228A- 1/4" Acrylic Screen for 30" Work Surface, 28" x 12"List \$165
- OFD-CISCREENTOP1246A- 1/4" Acrylic Screen for 48" Work Surface, 46" x 12"List \$232
- OFD-CISCREENTOP1258A- 1/4" Acrylic Screen for 60" Work Surface, 58" x 12"List \$308
- OFD-CISCREENTOP1264A- 1/4" Acrylic Screen for 66" Work Surface, 64" x 12"List \$328
- OFD-CISCREENTOP1270A- 1/4" Acrylic Screen for 72" Work Surface, 70" x 12"List \$355

For 18" High, (screens only - must add brackets)



- OFD-CISCREENTOP1822A- 1/4" Acrylic Screen for 24" Work Surface, 22" x 18"List \$185
- OFD-CISCREENTOP1828A- 1/4" Acrylic Screen for 30" Work Surface, 28" x 18"List \$240
- OFD-CISCREENTOP1846A- 1/4" Acrylic Screen for 48" Work Surface, 46" x 18"List \$341
- OFD-CISCREENTOP1858A- 1/4" Acrylic Screen for 60" Work Surface, 58" x 18"List \$444
- OFD-CISCREENTOP1864A- 1/4" Acrylic Screen for 66" Work Surface, 64" x 18"List \$526
- OFD-CISCREENTOP1870A- 1/4" Acrylic Screen for 72" Work Surface, 70" x 18"List \$531

Screen Brackets

Desk Top Mount

Also used for modesty mounting!



(-BS) Brushed Silver Desk Mount Bracket

OFD-CICGB-BS - Top Mount Bracket for Desks and Panels, Brushed SilverList \$49

Desk Top Mount



Desk Mount Bracket

- OFDBEAMBRACKET-BS - Top Mount Bracket, Brushed SilverList \$26
- OFDBEAMBRACKET-WH - Top Mount Bracket, WhiteList \$26
- OFDBEAMBRACKET-BLK - Top Mount Bracket, BlackList \$26

Free Standing



Free Standing Bracket

Can be double sided taped!

- OFD-TFREEBRACKET-BS - Free Standing Bracket, Brushed Silver ...List \$40
 - OFD-TFREEBRACKET-WH - Free Standing Bracket, WhiteList \$40
 - OFD-TFREEBRACKET-BLK - Free Standing Bracket, BlackList \$40
- (Double-sided tape included with brackets)

Clamp Mount

Not recommended for connect it product

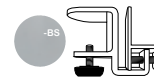


Clamp Mount Bracket

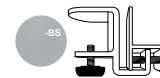
- LICLAMPBRACKET-BS - Clamp Mount Bracket, Brushed SilverList \$26
- LICLAMPBRACKET-WH - Clamp Mount Bracket, WhiteList \$26
- LICLAMPBRACKET-BLK - Clamp Mount Bracket, BlackList \$26

Clamp Mount

ONLY for bench it product



(-BS) Brushed Silver OFD-BICLIP30



(-BS) Brushed Silver OFD-BICLIP60

- OFD-BICLIP30-BS - Bench it Screen Bracket for Side Mount, Brushed SilverList \$34
- OFD-BICLIP60-BS - Bench it Screen Bracket for Front Mount, Brushed SilverList \$40

2 Brackets recommended for 28" screens and smaller
3 Brackets recommended for 46" screens and larger

Custom SIZES and COLORS are available!
Please call customer service for pricing and availability.



Screen Brackets

Desk Top Mount

Also used for modesty mounting!



(-BS) Brushed Silver Desk Mount Bracket

OFD-CICGB-BS - Top Mount Bracket for Desks and Panels, Brushed SilverList \$49

Desk Top Mount



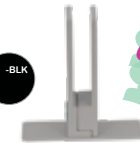
Desk Mount Bracket

OFDBEAMBRACKET-BS - Top Mount Bracket, Brushed SilverList \$26

OFDBEAMBRACKET-WH - Top Mount Bracket, WhiteList \$26

OFDBEAMBRACKET-BLK - Top Mount Bracket, BlackList \$26

Free Standing



Free Standing Bracket

Can be double sided taped!

OFD-TFREEBRACKET-BS - Free Standing Bracket, Brushed Silver ...List \$40

OFD-TFREEBRACKET-WH - Free Standing Bracket, WhiteList \$40

OFD-TFREEBRACKET-BLK - Free Standing Bracket, BlackList \$40
(Double-sided tape included with brackets)

Clamp Mount

Not recommended for connect it product



Clamp Mount Bracket

LICLAMPBRACKET-BS - Clamp Mount Bracket, Brushed SilverList \$26

LICLAMPBRACKET-WH - Clamp Mount Bracket, WhiteList \$26

LICLAMPBRACKET-BLK - Clamp Mount Bracket, BlackList \$26

Clamp Mount

ONLY for bench it. product



(-BS) Brushed Silver OFD-BICLIP30



(-BS) Brushed Silver OFD-BICLIP60

OFD-BICLIP30-BS - Bench it Screen Bracket for Side Mount, Brushed Silver ...List \$34

OFD-BICLIP60-BS - Bench it Screen Bracket for Front Mount, Brushed Silver .List \$40

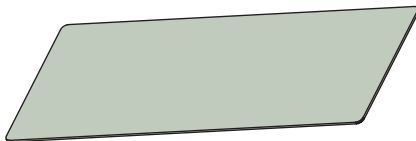
Frosted Glass Screens

For 12" High, Dry Erasable,
(glass screens only - must add brackets)



- OFD-CI1222FG - 1/4" Frosted Glass Screen for 24" Work Surface, 22" x 12" List \$149
- OFD-CI1228FG - 1/4" Frosted Glass Screen for 30" Work Surface, 28" x 12" List \$165
- OFD-CI1246FG - 1/4" Frosted Glass Screen for 48" Work Surface, 46" x 12" List \$346
- OFD-CI1258FG - 1/4" Frosted Glass Screen for 60" Work Surface, 58" x 12" List \$419
- OFD-CI1264FG - 1/4" Frosted Glass Screen for 66" Work Surface, 64" x 12" List \$480
- OFD-CI1270FG - 1/4" Frosted Glass Screen for 72" Work Surface, 70" x 12" List \$532

For 19" High, Dry Erasable,
(glass screens only - must add brackets)



- OFD-CI1922FG - 1/4" Frosted Glass Screen for 24" Work Surface, 22" x 19" List \$277
- OFD-CI1928FG - 1/4" Frosted Glass Screen for 30" Work Surface, 28" x 19" List \$322
- OFD-CI1946FG - 1/4" Frosted Glass Screen for 48" Work Surface, 46" x 19" List \$485
- OFD-CI1958FG - 1/4" Frosted Glass Screen for 60" Work Surface, 58" x 19" List \$575
- OFD-CI1964FG - 1/4" Frosted Glass Screen for 66" Work Surface, 64" x 19" List \$635
- OFD-CI1970FG - 1/4" Frosted Glass Screen for 72" Work Surface, 70" x 19" List \$694

2 Brackets recommended for 28" screens and smaller
3 Brackets recommended for 46" screens and larger





Tackable Fabric Screens

For 18" High, Dark Gray or Light Gray Fabric,
(fabric screens only - must add brackets)

NEW



Available SEP. 2023

Great price reduction!!

- OFDCISCREEN2218TB- 1" Fabric Covered Screen, 22" x 18" List \$194
- OFDCISCREEN2818TB- 1" Fabric Covered Screen, 28" x 18" List \$227
- OFDCISCREEN4618TB- 1" Fabric Covered Screen, 46" x 18" List \$356
- OFDCISCREEN5818TB- 1" Fabric Covered Screen, 58" x 18" List \$404
- OFDCISCREEN6418TB- 1" Fabric Covered Screen, 64" x 18" List \$433
- OFDCISCREEN7018TB- 1" Fabric Covered Screen, 70" x 18" List \$450

2 Brackets recommended for 28" screens and smaller
3 Brackets recommended for 46" screens and larger

Screen Brackets

Desk Top Mount



Desk Mount Bracket

- OFDBEAMBRACKET-BS - Top Mount Bracket, Brushed SilverList \$26
- OFDBEAMBRACKET-WH - Top Mount Bracket, WhiteList \$26
- OFDBEAMBRACKET-BLK - Top Mount Bracket, BlackList \$26

Free Standing



Free Standing Bracket

- OFD-TFREEBRACKET-BS - Free Standing Bracket, Brushed Silver ...List \$40
- OFD-TFREEBRACKET-WH - Free Standing Bracket, WhiteList \$40
- OFD-TFREEBRACKET-BLK - Free Standing Bracket, BlackList \$40
(Double-sided tape included with brackets)

Clamp Mount

Not recommended for connect it product



Clamp Mount Bracket

- LICLAMPBRACKET-BS - Clamp Mount Bracket, Brushed SilverList \$26
- LICLAMPBRACKET-WH - Clamp Mount Bracket, WhiteList \$26
- LICLAMPBRACKET-BLK - Clamp Mount Bracket, BlackList \$26

Power Block



- OFDPBLOCK-BLK - Power Block with 4 Receptacles for Power Beam List \$200
- OFD-CIDBLBLOCK4-BLK - Double Sided Pwr Block with (4) Receptacles . List \$213
- OFD-CIDBLBLOCK8-BLK - Double Sided Pwr Block with (8) Receptacles . List \$304

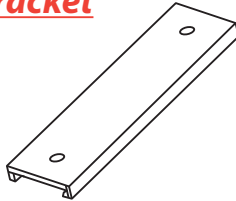
Power Block with Mounting Kit

For Mounting under Glass Dividers



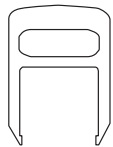
- OFD-BIDBLBLOCK4-BLK - Double Block with 4 Receptacles & kit... List \$233
- OFD-BIDBLBLOCK8-BLK - Double Block with 8 Receptacles & kit... List \$324

Flat Mounting Bracket



- OFD-CI78MB - Used for 8-Wire Double Sided Blocks List \$13

Duplex Removal Tool for Power Block



- OFD-CI8SR - Duplex Removal Tool List \$10

power it.
Daisy Chain Power

Check out pages 60 & 61 for desk top power options and wire management!

Single Circuit Power Feed



- OFD-CI8420AP1-72-24 -20-Amp Standard Plug w/15 Amp Adapter List \$370

Base in Feed Starter Cable



- OFD-CI845B2-72 - Base in Feed Starter Cable, 72" List \$241
- OFD-CI845B2-108 - Base in Feed Starter Cable, 108" List \$327
- OFD-CI845B2-144 - Base in Feed Starter Cable, 144" List \$400

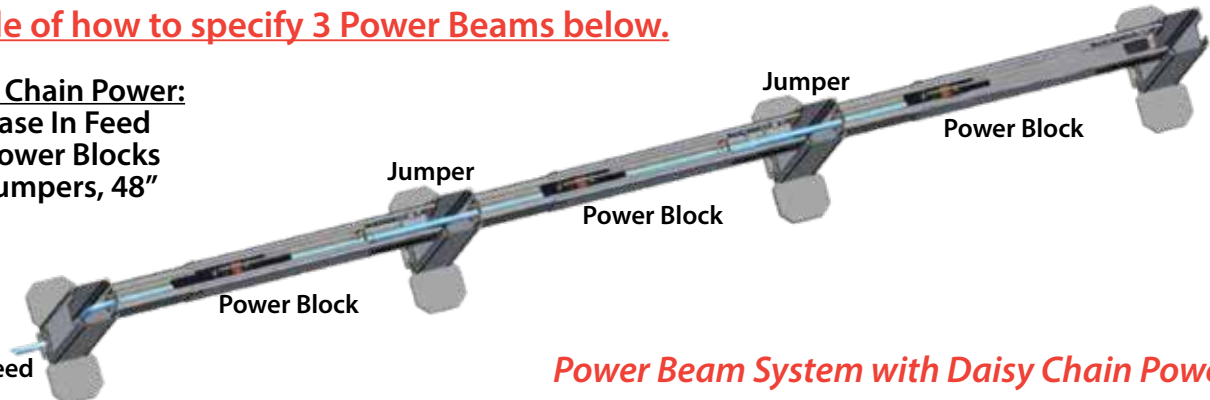
Jumper Cable for Power Block



- OFD-CI84FF-32 - Desking Power Jumper Cable, for 32" List \$187
- OFD-CI84FF-48 - Desking Power Jumper Cable, for 48" List \$207
- OFD-CI84FF-60 - Desking Power Jumper Cable, for 60" List \$230
- OFD-CI84FF-66 - Desking Power Jumper Cable, for 66" List \$254
- OFD-CI84FF-72 - Desking Power Jumper Cable, for 72" List \$253
- OFD-CI84FF-90 - Desking Power Jumper Cable, for 90" List \$300

Example of how to specify 3 Power Beams below.

- To Daisy Chain Power:
- 1 Each Base In Feed
 - 3 Each Power Blocks
 - 2 Each Jumpers, 48"



Power Beam System with Daisy Chain Power

In single applications, the plug can be routed out the grommet in the end leg, and plugged directly into the wall.

In 2 or more beams in a row, internal power blocks, jumpers, and a base in feed are required to connect to the building power (*Building connection REQUIRED by an Electrician*), and the power panels are plugged into the power blocks inside the trough channel to power the external power panel.

Power Beam

Elevated Power Trough with 2 End Legs

*Compare!
price
reduction!!*



can hardwire with our daisychain power system or plug directly into the wall



Power and Data Port

Included on both sides of beam

- 2.63"H x 13"W
- 3 Socket Power Outlet
- 2 USB Ports
- 1 RJ45 Knock Out



Fixed Power Beam

- OFD-BEAM48NB-1-BLK - For 48" Benching, BlackList \$998
- OFD-BEAM48NB-1-BS - For 48" Benching, Brushed SilverList \$998
- OFD-BEAM48NB-1-WH - For 48" Benching, White.....List \$998

Adjustable Power Beam

- OFD-BEAM6072NB-1-BLK - For 60" - 72" Benching, Black..... List \$1,049
- OFD-BEAM6072NB-1-BS - For 60" - 72" Benching, Brushed Silver. List \$1,049
- OFD-BEAM6072NB-1-WH - For 60" - 72" Benching, White List \$1,049

Power Beam Fabric Screens

Acoustical and Tackable, Gray Fabric



Price reflects Screen + Bracket Only
In-Stock Screens in Gray Fabric

Special Order Fabric Choices Available
Please Call Customer Service For
Price Quote and Availability

Power Beam Fabric Screen with Brackets

- OFD-BEAMSCREEN48F-GRAY - 1" Fabric Covered Screen, 46" x 23.5"List \$329
- OFD-BEAMSCREEN60F-GRAY - 1" Fabric Covered Screen, 58" x 23.5"List \$401
- OFD-BEAMSCREEN66F-GRAY - 1" Fabric Covered Screen, 64" x 23.5"List \$436
- OFD-BEAMSCREEN72F-GRAY - 1" Fabric Covered Screen, 70" x 23.5"List \$514

Fixed Power Beam Trough



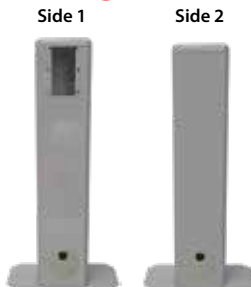
- OFD-BEAM43NB-BLK - For 48" Work Stations, Black.....List \$622
- OFD-BEAM43NB-BS - For 48" Work Stations, Brushed SilverList \$622
- OFD-BEAM43NB-WH - For 48" Work Stations, White.....List \$622

Adjustable Power Beam Trough



- OFD-BEAM6072NB-BLK - For 60" - 72" Work Stations, Black.....List \$673
- OFD-BEAM6072NB-BS - For 60" - 72" Work Stations, Brushed Silver...List \$673
- OFD-BEAM6072NB-WH - For 60" - 72" Work Stations, WhiteList \$673

Power Beam End Leg



- OFD-BEAMENDLEG-BLK - Metal Leg with 2 Grommets, Black...List \$188
- OFD-BEAMENDLEG-BS - Metal Leg with 2 Grommets, Brushed Silver...List \$188
- OFD-BEAMENDLEG-WH - Metal Leg with 2 Grommets, White.....List \$188



Brushed Silver

White

Black

Side 1

Side 2



Power Beam Shared Leg



*NEW 4-way
Shared Leg!!*

- OFD-BEAMSHAREDLEG-BLK - Metal Leg with 2 Grommets, BlackList \$188
- OFD-BEAMSHAREDLEG-BS - Metal Leg with 2 Grommets, Brushed Silver...List \$188
- OFD-BEAMSHAREDLEG-WH - Metal Leg with 2 Grommets, White ..List \$188

Power Beam 120° Shared Leg



- OFD-BEAM120LEG-BLK - Metal Leg with 3 Grommets, BlackList \$236
- OFD-BEAM120LEG-BS - Metal Leg with 3 Grommets, Brushed Silver....List \$236
- OFD-BEAM120LEG-WH - Metal Leg with 3 Grommets, White.....List \$236

collaborate **it.**

In-Stock

Double Power Beam System

Shown with our In-stock auoustical and tackable gray fabric screens



Fixed Double Power Beam System

(with 2 48" Fabric Screens)

- OFD-SBEAM48-2-BLK - For 48" Benching with 48" Fabric Screens, Black..... List \$2,466
- OFD-SBEAM48-2-BS - For 48" Benching with Fabric Screens, Brushed Silver List \$2,466
- OFD-SBEAM48-2-WH - For 48" Benching with 48" Fabric Screens, White..... List \$2,466

Double Power Beam System

(with 2 Fabric Screens)

- OFD-SBEAM60-2 - For 60" Benching with 60" Fabric Screens List \$2,712
- OFD-SBEAM66-2 - For 66" Benching with 66" Fabric Screens..... List \$2,782
- OFD-SBEAM72-2 - For 72" Benching with 72" Fabric Screens..... List \$2,938

120° Power Beam

Power Beam for 120° Tripod Set-up



120° Tripod Power Beam

- OFD-120BEAM48NB-3-BLK - For 120° Benching, Black..... List \$2,618
- OFD-120BEAM48NB-3-BS - For 120° Benching, Brushed Silver.... List \$2,618
- OFD-120BEAM48NB-3-WH - For 120° Benching, White..... List \$2,618

120° Tripod Power Beam (with 3 48" Fabric Screens)

- OFD-120BEAM48S-3-BLK - For 120° Benching with Fabric Screens, Black... List \$3,605
- OFD-120BEAM48S-3-BS - For 120° Benching with Screens, Brushed Silver.. List \$3,605
- OFD-120BEAM48S-3-WH - For 120° Benching with Fabric Screens, White... List \$3,605



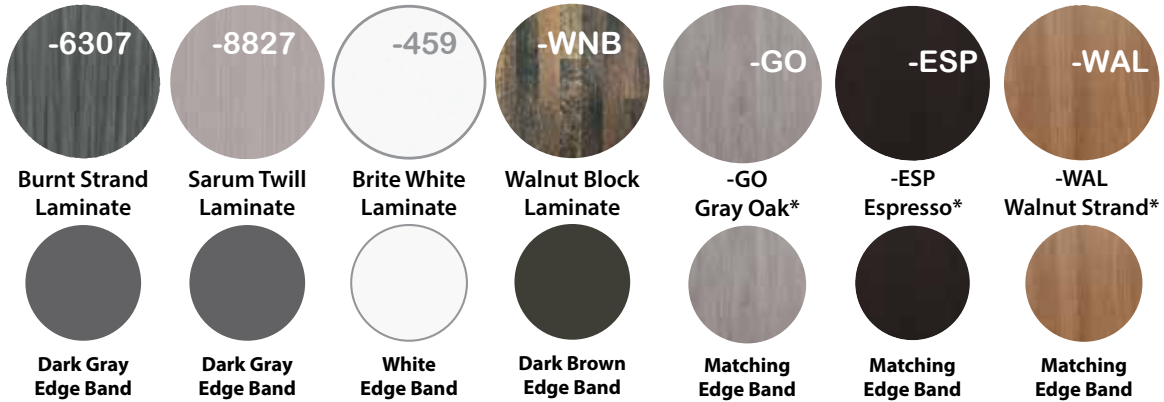
IN-STOCK FINISHES

Paint

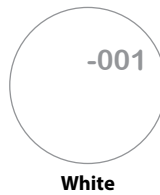


Work Surface Laminate Choices

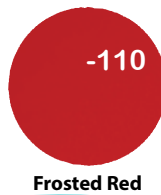
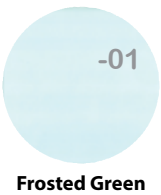
*Gray Oak, Espresso, and Walnut Strand Tops only available in 48x24, 60x24, 60x30, 66x30, 72x24, and 72x30



1/4" Frosted Glass



1/4" Acrylic Screens



Frosted Screens are TRANSLUCENT!

1/4" Sea Board Screens



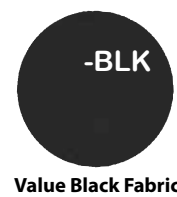
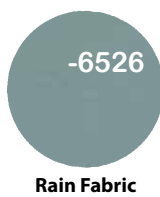
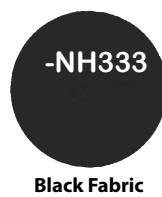
1" Collaborate it 18"H Fabric Screen



1" Double Bank Base 24"H Felt Screen



1" Power Beam 23.5"H Fabric Screen



Premium Cushions/Fabric

Value Cushions/Fabric

*For other laminates or fabrics not listed here, please call for price and availability.

Due to differences in dye batches and variations in printing as well as viewing environments and uneven color fading, there will be slight variations in color. Exact matching may not be possible.

*Gray Oak, Espresso, and Walnut Strand Tops only available in 48x24, 60x24, 60x30, 66x30, 72x24, and 72x30.

In-Stock

ERGO- PEDAL Footrest

Great
Footrest and
Exercise
Board!!



(-RED) Red



(-RED) Red

(-YEL) Yellow

(-AQUA) Aqua Green

(-GRY) Gray

(-BLK) Black

- CI-FOOTREST-RED - Collaborate it Footrest, RedList \$279
- CI-FOOTREST-YEL - Collaborate it Footrest, YellowList \$279
- CI-FOOTREST-AQUA - Collaborate it Footrest, AquaList \$279
- CI-FOOTREST-GRY - Collaborate it Footrest, Gray.....List \$279
- CI-FOOTREST-BLK - Collaborate it Footrest, Black.....List \$279



Pneumatic
Height
Adjustment

(-BLK) Black
Padded Fabric
Seat

NEW

Black
Round
Base



Pneumatic
Height
Adjustment

(-GRY) Gray
Padded Fabric
Seat

White
Round
Base

- OFDCI2801-BLK - Sit/Stand Stool, Black Body/Black SeatList \$399
- OFDCI2802-GRY - Sit/Stand Stool, White Body/Gray Seat.....List \$399

ACTIVE SEATING Sit/Stand Stools

ANTI- FATIGUE Mat



- Black Polyurethane
- 23 1/4" x 36 1/4"
- Anti-skid top and bottom with beveled edge

OFD-AFM2336 - Black Polyurethane Anti-Fatigue Mat, 23.25" x 36.25"List \$165

In-Stock

NEW SCOPE SERIES

Great quality & price!

Single Monitor Arm Mount

Dual Monitor Arm Mount



(-BS) Brushed Silver



Grommet/
Clamp
Mount

(-BLK) Black



Grommet/
Clamp
Mount

(-BLK) Black

OFD201-BS - Grommet or Clamp Mount Single Monitor Arm.....List \$249
OFD201-BLK - Grommet or Clamp Mount Single Monitor Arm.....List \$249

OFD202-BS - Grommet or Clamp Mount Double Monitor Arm.....List \$349
OFD202-BLK - Grommet or Clamp Mount Double Monitor Arm.....List \$349

T-REX series

T-REX series

Single Monitor Arm Mount

Dual Monitor Arm Mount



- Impressive 4" - 21" horizontal travel range
- Accommodates all VESA-compliant monitors weighing up to 25 pounds
- Available in both clamp- and grommet-mount versions
- Unique pivot assembly fine tunes monitor angle and height
- Swivel assembly allows flexibility to adjust the monitor for portrait or landscape views

Effortlessly adjust the angle and focal depth of your flat-screen monitor for either seated or standing applications



OFD-TREX1-GM - Grommet Mount Single Monitor Arm, Silver.....List \$360
OFD-TREX1-CM - Clamp Mount Single Monitor Arm, Silver.....List \$360

OFD-TREX2-GM - Grommet Mount Double Monitor Arm, Silver.....List \$554
OFD-TREX2-CM - Clamp Mount Double Monitor Arm, Silver.....List \$554

REACH series

REACH series

Single Monitor Arm Mount

Dual Monitor Arm Mount

Grommet/
Clamp
Mount



- Built-in wire management
- Pneumatic cylinder adjustment
- Monitor mount removable for easy installation

Effortlessly adjust the angle and focal depth of your flat-screen monitor for either seated or standing applications

Grommet/
Clamp
Mount



OFD-1015-Silver - Grommet/Clamp Mount Single Monitor Arm, Silver.....List \$495

OFD-203S-Silver - Grommet/Clamp Mount Double Monitor Arm, Silver.....List \$795

accessorise it.

Desk Top Power
3 Plug, 1 USB A, 1 USB C
Grommet or Clamp Mount

NEW!

Available OCT. 2023



(-BLK)
Black



(-BS)
Brushed
Silver



(-WH)
White

DTP311- Pwr Block w/3 Outlets, 1 USB A, 1 USB C, Grommet or Clamp Mount, Black (-BLK), Brushed Silver (-BS), White(-WH).....List \$279

Table Top Power Insert
Fits any work surface top, Brushed Silver

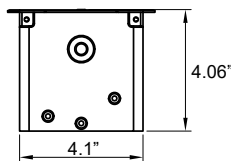
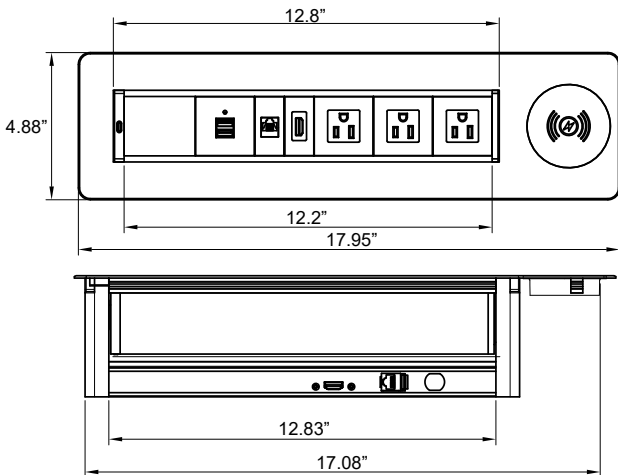
\$675

See
Page 8 for
NEW Power
Conference
Tables!



- 18"W x 4.88"D
- Electric Flip Cover
- Brushed Silver Finish
- Black Face Inside
- 3 Power Plugs
- 2 USB, 5V 2.1 Amp
- 1 HDMI
- 1 RJ45 Plug
- Wireless Phone Charging Pod
- 60" Plug-in Cord
- Power Accessible from Both Sides when Cover is Flipped Up

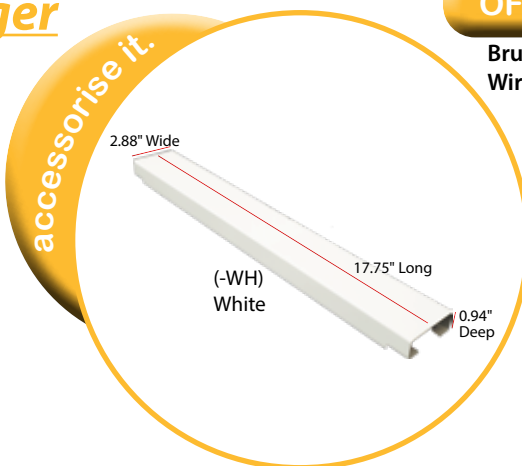
OFDTABLEPOWER-BS - Table Power Insert, 16"W x 4.88"D.....List \$675



Metal Magnetic Wire Manager

Easily fits on any of our metal
Collaborate it bases or legs
Get rid of those messy wires

(Magnetic Wire Manager shown on Lift it. Base)



OFD-CIWM-BS

Brushed Silver Magnetic
Wire Manager

OFD-CIWM-BLK

Black Magnetic Wire
Manager

OFD-CIWM-WH

White Magnetic Wire
Manager
List \$99

60 we stock it.

NEW!

Available OCT. 2023

LICDBLK

Black

LICDWH

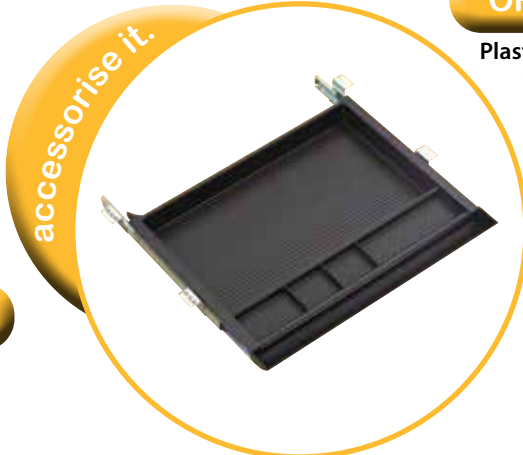
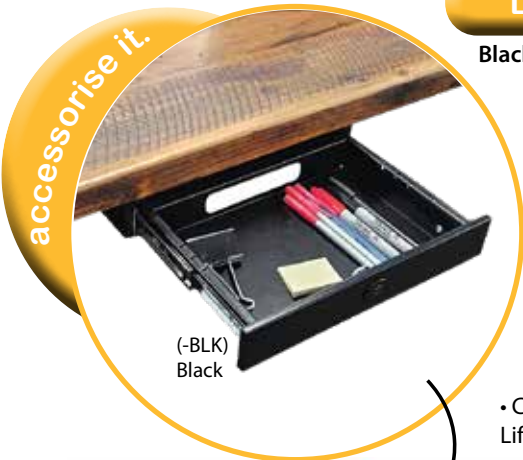
White

LICDBS

Brushed Silver

List \$175

- Locking Metal Center Drawer
- Compatible with Lift it or Bench it product only



OFD-200-DR

Plastic Center Drawer

List \$112

- 21"x18.125"x2"
- Compatible with Connect it product only

OFD-800-CPU

Metal CPU Holder

List \$288

- Retractable
- Swivels 360°
- CPU case size: 3.75"-8.25"W x 12"-20.5"H
- Not compatible with Lift it Product



OFD-SPINE-BS

Brushed Silver Spine Wire Manager

OFD-SPINE-B

Black Spine Wire Manager

OFD-SPINE-WH

White Spine Wire Manager

List \$229



In-Stock

OFD-COIL-BS

Brushed Silver Coil Wire Manager

OFD-COIL-B

Black Coil Wire Manager

OFD-COIL-WH

White Coil Wire Manager

List \$193

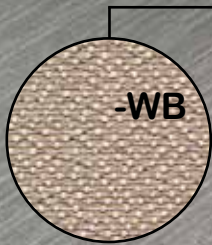


Get rid of those messy wires!!

cube it.

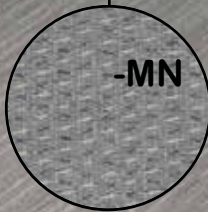


Ultra2 Panels



-WB

Whiteburst
Fabric



-MN

Midnight Stone
Fabric



Dark Tone
Paint and Trim

In Stock
&
Ready to
Ship!

Ultra2 Panel System

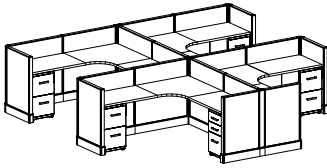
Ultra2 Panels. OEM Compatible. Ultra2 Systems offers fabric and glass panels in varying heights with a 6" raceway to meet electrical and data needs. There are multiple work surfaces, components and accessories. Ultra2 is the ideal combination of value and performance. The possibilities are endless! Ultra2 provides you with the flexibility to design your space to meet your needs – from cluster-working environments, to private offices – you can design Ultra2 to work for you. Utilizing low panel height you can create a teaming environment, or integrate high panels to create a more private configuration. Ultra2 has two distinctive, in-stock fabrics and 6 options for work surfaces. Let Ultra2 be your in-stock solution for your office space.

FREE SPACE PLANNING IS AVAILABLE.

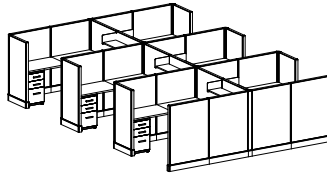
In-Stock

cube it.

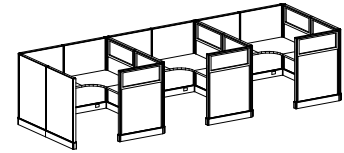
Ultra2 Panel System | Typical



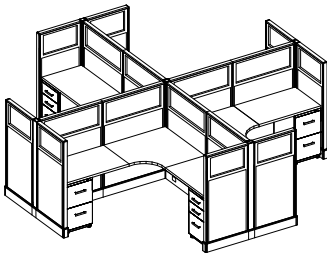
OFD-U2-39N-6X6C-4
39"H 4-Pod Workstation
6'x6'
NON-POWERED Workstations,
includes a BBF and FF Pedestal
per Station
List \$30,348
List per Station \$7,587



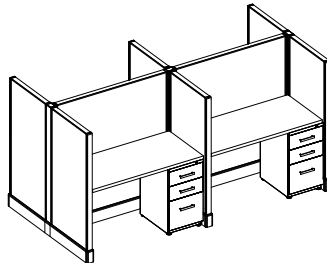
OFD-U2-53E-6X6C-6
53"H 6-Pod Workstation
6'x6'
POWERED Workstations,
includes a BBF, FF, and 36"
Half-shelf per Station
List \$54,340
List per Station \$9,057



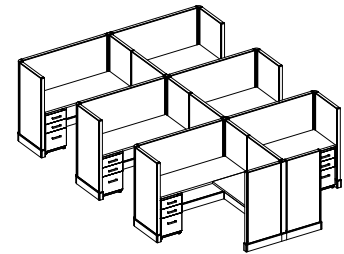
OFD-U2-53GPE-6X6C-3
53"H 3-Pod Workstation
6'x6'
POWERED Workstations,
includes Partial-Glazed Panels,
and a BBF Pedestal per Station
List \$32,643
List per Station \$10,881



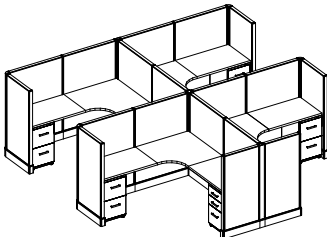
OFD-U2-53GPE-6X6C-4
53"H 4-Pod Workstation
6'x6'
POWERED Workstations,
includes Partial-Glazed Panels,
BBF and FF Pedestal per Station
List \$38,528
List per Station \$9,632



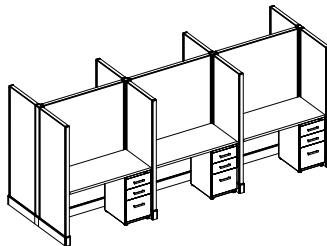
OFD-U2-53N-4X2TMD-4
53"H 4-Pod Workstation
4'x2'
NON-POWERED Workstations,
includes a BBF Pedestal
per Station
List \$14,136
List per Station \$3,534



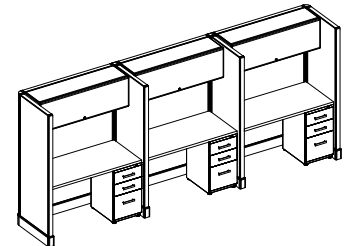
OFD-U2-53N-5X5S-6
53"H 6-Pod Workstation
5'x5'
NON-POWERED Workstations,
includes a BBF Pedestal
per Station
List \$34,665
List per Station \$5,778



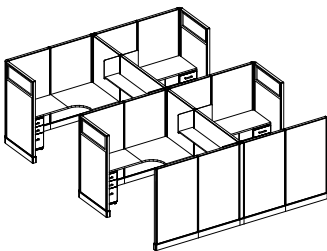
OFD-U2-53N-6X6C-4
53"H 4-Pod Workstation
6'x6'
NON-POWERED Workstations,
includes a BBF and FF Pedestal
per Station
List \$32,032
List per Station \$8,008



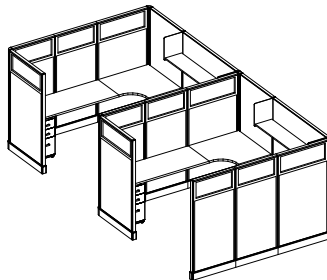
OFD-U2-67E-4X2TMD-6
67"H 6-Pod Workstation
4'x2'
POWERED Workstations,
includes a BBF Pedestal
per Station
List \$23,807
List per Station \$3,968



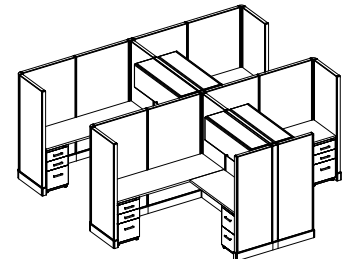
OFD-U2-67E-4X2TMS-3
67"H 3-Pod Workstation
4'x2'
POWERED Workstations,
includes a BBF and 48" Flipper
Door Unit per Station
List \$17,765
List per Station \$5,922



OFD-U2-67GPN-6X8C-4
67"H 4-Pod Workstation
6'x8'
NON-POWERED Workstations,
includes Partial-Glazed Panels, BBF,
FF, and 60" Full-shelf per Station
List \$43,930
List per Station \$10,983

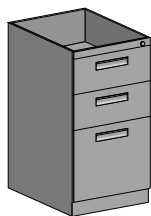


OFD-U2-67GPN-8X8C-2
67"H 2-Pod Workstation
8'x8'
NON-POWERED Workstations,
includes Partial-Glazed Panels, BBF,
Lateral File, and 60" Full-shelf per Station
List \$33,362
List per Station \$16,681

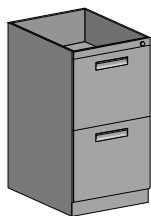


OFD-U2-67N-6X6S-4
67"H 4-Pod Workstation
6'x6'
NON-POWERED Workstations,
includes a BBF, FF, and
48" Flipper Door Unit per Station
List \$37,296
List per Station \$9,324

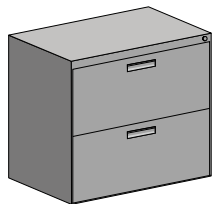
Ultra2 Panel System | Parts



OFD-BBF
Pedestal Box/Box/File
27.5"Hx15"Wx20"D
List \$950



OFD-FF
Pedestal File/File
27.5"Hx15"Wx20"D
List \$950



OFD-LAT30
Lateral File Pedestal
27.5"Hx30"Wx20"D
List \$2,150



OFD-PFDU-24
24"W Painted
Flipper Door Unit
List \$671



OFD-PFDU-30
30"W Painted
Flipper Door Unit
List \$719



OFD-PFDU-36
36"W Painted
Flipper Door Unit
List \$796



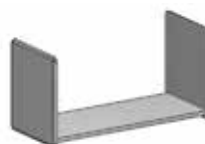
OFD-PFDU-48
48"W Painted
Flipper Door Unit
List \$889



OFD-PFDU-60
60"W Painted
Flipper Door Unit
List \$983

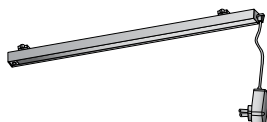
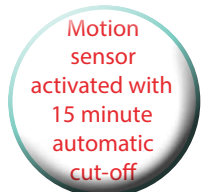
OFD-PEDFB
File Bar for Side to Side
Filing on Pedestal
List \$36

OFD-LATFB
File Bar for Front to Back
Filing on Lateral File
List \$38



- OFD-HALFSHELF24 - 24" "B" Style Shelf, Half Height End PanelsList \$268
- OFD-HALFSHELF30 - 30" "B" Style Shelf, Half Height End Panels.....List \$291
- OFD-HALFSHELF36 - 36" "B" Style Shelf, Half Height End PanelsList \$316
- OFD-HALFSHELF48 - 48" "B" Style Shelf, Half Height End PanelsList \$353
- OFD-HALFSHELF60 - 60" "B" Style Shelf, Half Height End PanelsList \$390

- OFD-SHELF24 - 24" "B" Style Shelf, Full Height End Panels.....List \$313
- OFD-SHELF30 - 30" "B" Style Shelf, Full Height End Panels.....List \$336
- OFD-SHELF36 - 36" "B" Style Shelf, Full Height End PanelsList \$361
- OFD-SHELF48 - 48" "B" Style Shelf, Full Height End PanelsList \$398
- OFD-SHELF60 - 60" "B" Style Shelf, Full Height End PanelsList \$435



- OFD-LED.20 - Task Light for Overhead/Shelf List \$389
- OFD-LED.38 - Task Light for Overhead/Shelf List \$441
- OFD-WM- Wire Manager for Task Lights List \$33



- OFD-RECP4-1 - Circuit 1 (A)..... List \$55
- OFD-RECP4-2 - Circuit 2 (B)..... List \$55
- OFD-RECP4-3 - Circuit 3 (C)..... List \$55
- OFD-RECP4-4 - Circuit 4 (D dedicated) List \$55



OFD-FTDPP - Data Plate - Black..... List \$72



OFD-PASS23 - 23" Pass-Through CableList \$138

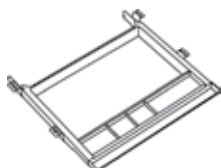


- OFD-START39 - Wall Start for 39" Panel... List \$98
- OFD-START53 - Wall Start for 53" Panel... List \$98
- OFD-START67 - Wall Start for 67" Panel... List \$101

- OFD-STRIP60 - Wall Strip - 60"List \$127
- OFD-STRIP72 - Wall Strip - 72"List \$136



OFD-DCL
Dual Column Leg
Support
List \$298
Additional Work Surface
Support Leg, Black
27¾"Hx18"D



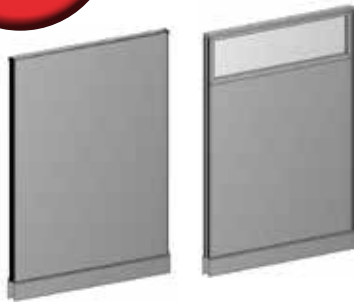
OFD-300DR - Center Drawer
List \$175



- OFD-Pole-39E - Power Pole to Connect to a 39" High Panel .. List \$1,088
- OFD-Pole-53E - Power Pole to Connect to a 53" High Panel .. List \$1,088
- OFD-Pole-67E - Power Pole to Connect to a 67" High Panel .. List \$1,088
- OFD-Pole-39N - Data Pole to Connect to a 39" High Panel..... List \$493
- OFD-Pole-53N - Data Pole to Connect to a 53" High Panel..... List \$493
- OFD-Pole-67N - Data Pole to Connect to a 67" High Panel..... List \$493
- OFD-BPF - Base Power Feed..... List \$550

In-Stock

Ultra2 Panel System | Parts



Non-Power Panels

- OFD-3924N - Fabric Panel - Empty Raceway List \$607
- OFD-3930N - Fabric Panel - Empty Raceway List \$666
- OFD-3936N - Fabric Panel - Empty Raceway List \$749
- OFD-3948N - Fabric Panel - Empty Raceway List \$827

- OFD-5324N - Fabric Panel - Empty Raceway List \$655
- OFD-5330N - Fabric Panel - Empty Raceway List \$744
- OFD-5336N - Fabric Panel - Empty Raceway List \$818
- OFD-5348N - Fabric Panel - Empty Raceway List \$994
- OFD-5360N - Fabric Panel - Empty Raceway List \$1,203

- OFD-6724N - Fabric Panel - Empty Raceway List \$759
- OFD-6730N - Fabric Panel - Empty Raceway List \$855
- OFD-6736N - Fabric Panel - Empty Raceway List \$987
- OFD-6748N - Fabric Panel - Empty Raceway List \$1,115
- OFD-6760N - Fabric Panel - Empty Raceway List \$1,337

- OFD-5324GPN - Partial Glazed Fabric Panel - Empty Raceway List \$992
- OFD-5330GPN - Partial Glazed Fabric Panel - Empty Raceway List \$1,085
- OFD-5336GPN - Partial Glazed Fabric Panel - Empty Raceway List \$1,304
- OFD-5348GPN - Partial Glazed Fabric Panel - Empty Raceway List \$1,498

- OFD-6724GPN - Partial Glazed Fabric Panel - Empty Raceway List \$1,098
- OFD-6730GPN - Partial Glazed Fabric Panel - Empty Raceway List \$1,194
- OFD-6736GPN - Partial Glazed Fabric Panel - Empty Raceway List \$1,418
- OFD-6748GPN - Partial Glazed Fabric Panel - Empty Raceway List \$1,736



Power Panels

- OFD-3924E - Fabric Panel - Electric Raceway List \$859
- OFD-3930E - Fabric Panel - Electric Raceway List \$918
- OFD-3936E - Fabric Panel - Electric Raceway List \$1,001
- OFD-3948E - Fabric Panel - Electric Raceway List \$1,078

- OFD-5324E - Fabric Panel - Electric Raceway List \$905
- OFD-5330E - Fabric Panel - Electric Raceway List \$999
- OFD-5336E - Fabric Panel - Electric Raceway List \$1,122
- OFD-5348E - Fabric Panel - Electric Raceway List \$1,248
- OFD-5360E - Fabric Panel - Electric Raceway List \$1,412

- OFD-6724E - Fabric Panel - Electric Raceway List \$1,008
- OFD-6730E - Fabric Panel - Electric Raceway List \$1,106
- OFD-6736E - Fabric Panel - Electric Raceway List \$1,236
- OFD-6748E - Fabric Panel - Electric Raceway List \$1,367
- OFD-6760E - Fabric Panel - Electric Raceway List \$1,581

- OFD-5324GPE - Partial-Glazed Fabric Panel - Electric Raceway List \$1,246
- OFD-5330GPE - Partial-Glazed Fabric Panel - Electric Raceway List \$1,336
- OFD-5336GPE - Partial-Glazed Fabric Panel - Electric Raceway List \$1,556
- OFD-5348GPE - Partial-Glazed Fabric Panel - Electric Raceway List \$1,751

- OFD-6724GPE - Partial-Glazed Fabric Panel - Electric Raceway List \$1,347
- OFD-6730GPE - Partial-Glazed Fabric Panel - Electric Raceway List \$1,446
- OFD-6736GPE - Partial-Glazed Fabric Panel - Electric Raceway List \$1,673
- OFD-6748GPE - Partial-Glazed Fabric Panel - Electric Raceway List \$1,872

Corner Work Surfaces



- OFD-2436WSCC - Curved Corner Work Surface 24"x36" List \$873

Rectangle Work Surfaces



- OFD-2424WS - Work Surface Rectangle 24"x24" List \$411
- OFD-2430WS - Work Surface Rectangle 24"x30" List \$481
- OFD-2436WS - Work Surface Rectangle 24"x36" List \$499
- OFD-2448WS - Work Surface Rectangle 24"x48" List \$649
- OFD-2460WS - Work Surface Rectangle 24"x60" List \$808
- OFD-2472WS - Work Surface Rectangle 24"x72" List \$931



Draw Rods

- OFD-DR39 - Draw Rod for 39" 2 Way Connection 180° List \$41
- OFD-DR53 - Draw Rod for 53" 2 Way Connection 180° List \$42
- OFD-DR67 - Draw Rod for 67" 2 Way Connection 180° List \$42

Connectors

- OFD-2W39 - 2 Way 39" Connector 90° List \$233
- OFD-2W53 - 2 Way 53" Connector 90° List \$282
- OFD-2W67 - 2 Way 67" Connector 90° List \$308

- OFD-3W39 - 3 Way 39" Connector 90° List \$274
- OFD-3W53 - 3 Way 53" Connector 90° List \$342
- OFD-3W67 - 3 Way 67" Connector 90° List \$400
- OFD-3W12053 - 3 Way 53" Connector 120° List \$405

- OFD-4W39 - 4 Way 39" Connector 90° List \$266
- OFD-4W53 - 4 Way 53" Connector 90° List \$340
- OFD-4W67 - 4 Way 67" Connector 90° List \$450

Finished End Trim

- OFD-FE39 - Finished End Trim for 39" Panel List \$107
- OFD-FE53 - Finished End Trim for 53" Panel List \$133
- OFD-FE67 - Finished End Trim for 67" Panel List \$148
- OFD-FECHANGE - Finished End Trim Change of Height Panel List \$43

Ultra2 | Specifications

Thermofused Laminate Tops

Ultra2 Laminates are selected from premium grade laminates. The Ultra2 Collection is offered in 6 Laminate Finishes. Light Gray, Brushed Nickel, *Brite White, *Burnt Strand, *Sarum Twill, and *Walnut Block, all with coordinating edge bands. Tops are 1-1/8" thick and feature a profiled 3mm edge on all four sides. Tops are installed with pins and buttons.

**Grommets are included for all work surfaces except Light Gray and Brushed Nickel*

Fabric: WB - Whiteburst, MN - Midnight Stone,

Paint: DT - Dark Tone

Trim: DT - Dark Tone

(All prices in this price list for the work surfaces include the work surface top, 1 pair of mounting cantilevers, pins and buttons to secure work surfaces, and 1 mending bracket. Corner work surfaces include above plus additional corner bracket, grommet and cover. All items above will be listed on your acknowledgement, itemized under each part number.

Pedestals - 20" Deep, BBF and FF style, with locks - "B" Style Fronts

Locks

All pedestals, lateral pedestals, and overheads come standard with lock. All units are keyed random. Requests for different keying can be accommodated, and must be specified.



Optional **W001-W050**

Lock core and keys

List \$25

Panels



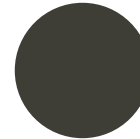
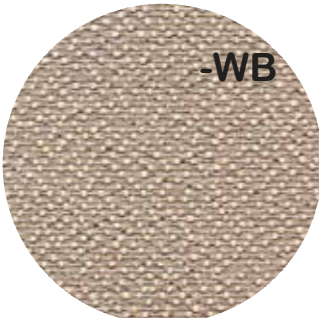
Panels are 2" thick, fabric covered on both sides and feature a steel frame, with a painted aluminum top cap. Each panel comes standard with leveling glides and 2 raceway covers. Electric panels come standard with the wiring harness installed, 2 raceway covers with notched receptacle openings and covers, and a panel-to-panel electric connector. (Order receptacles separately) All items above will be listed on your acknowledgement itemized under each part number.

A pass through cable must be ordered separately when connecting power through a 3-way or 4-way connector.

All Power is UL Listed



Ultra2 | In-Stock Finishes

		
Burnt Strand Laminate*	Sarum Twill Laminate*	Brite White Laminate*
		
Dark Gray Edge Band	Dark Gray Edge Band	White Edge Band
		
Light Gray Laminate	Brushed Nickel Laminate	Walnut Block Laminate*
		
Dark Tone Edge Band	Dark Tone Edge Band	Dark Brown Edge Band
		
Midnight Stone Fabric	Whiteburst Fabric	
		
	Dark Tone Paint and Trim	

Item	Page
ULTRA PREMIUM LAMINATE.....	2-4
ULTRA LAMINATE.....	5-7
DESK IT.....	8-9
conference tables / reception desks	
CHAIRS.....	10-25
TRAINING TABLES	26-29
CAFE IT.....	30-31
LOUNGE IT	32
A-FRAME DESKING	33-35
CONNECT IT DESKING.....	36-38
BENCH IT	39-40
COLLABORATE IT.....	41
bench it / connect it conference tables	
LIFT IT.....	42-46
COLLABORATE IT.....	47-57
storage, screens, power & beams, finishes	
ACCESSORISE IT.....	58-61
CUBE IT	62-66
Ultra2 Fabric Panels	
BU101-EW08.....	24
BU201-	24
BU-401-BLK.....	24
BU-6102-	24
CI-700-BS.....	30
CI-725-BS.....	30
CI-750-BS.....	30
CI-775-BS.....	30
CI-800-BLK.....	30
CI-825-BLK.....	30
CI-850-BLK.....	30
CI-875-BLK.....	30

Item	Page
CI-BAR30R-	31
CI-BAR30SQ-	31
CI-BAR36R-	31
CI-BAR36SQ-	31
CI-BAR-X30R-	31
CI-BAR-X30SQ-	31
CI-BAR-X36R-	31
CI-BAR-X36SQ-	31
CI-BREAK30R-	31
CI-BREAK30SQ-	31
CI-BREAK36R-	31
CI-BREAK36SQ-	31
CI-BREAK-X30R-	31
CI-BREAK-X30SQ-	31
CI-BREAK-X36R-	31
CI-BREAK-X36SQ-	31
CI-FOOTREST-	58
DTP311-	60
EM5225AM-	13
EM5325-	12
EM5600AM-	14
EM-6100-BLK.....	15
EM-6250-GRY	15
EM-6500-BLK.....	15
EM6900-BLK.....	12
EM-HR52-BLK.....	13
EM-HR53-BLK.....	12
EM-HR56-BLK.....	14
EM-HR6100-BLK.....	15
EM-HR6250-GRY	15
EM-HR69-BLK.....	12
LICD-	43,44,61
MI1122-	11
MI1500B-BLK.....	20
MI1500S-BLK.....	20
MI1500W-BLK.....	20
MI1522-	11
NI1400-	25
NI1500-BLK.....	25
NI-3003-121	25
NI3005S-BLK.....	25
NI-4824FB-	27
NI-6024FB-	27
NI-7224FB-	27
NITF4824-	26
NITF6024-	26
NITF7224-	26

Item	Page
OFD-101S-Silver.....	43,59
OFD-200-DR.....	61
OFD201-	59
OFD202-	59
OFD-203S-Silver.....	43,59
OFD500-	10
OFD500G-BLK.....	10
OFD500M-BLK.....	10
OFD500ST-.....	21
OFD501-	10
OFD-553-	18
OFD-555-	18
OFD600G-BLK.....	20
OFD-800-CPU.....	61
OFD801-	32
OFD901-	32
OFD902-	32
OFD903-	32
OFD1122ST-.....	21
OFD6300-	16
OFD6350-	16
OFD6800F-	17
OFD6800P-	17
OFD-7000-BLK.....	17
OFD-7100-BLK.....	17
OFD-7200-BLK.....	17
OFD9200-	16
OFD9200G-	16
OFD9210-	16
OFD-AFM2336.....	58
OFDBT400M-BLK.....	18
OFDBT8800-BLK.....	18
OFDCI2801-BLK.....	58
OFDCI2802-GRY.....	58
OFD-CIWM-.....	60
OFD-COIL-	61
OFD-HC2100-	19
OFD-HC2600-	19
OFD-LIFTCASTER-BK.....	43
OFD-RI8815D-	21
OFD-SPINE-.....	61
OFDTABLEPOWER-BS	8,60
OFD-TREX1-	59
OFD-TREX2-	59
RI1108-	22
RI1108SH-	22
SI1106-BLK.....	23
SI1108-	23
SI1109-	23

Limited Lifetime Warranty

Items are warranted from the original purchase date and to the original purchaser for normal commercial usage – defined as a standard 40-hour work week and by persons weighing 300 lbs. or less, unless otherwise stated – according to the below-listed schedule and limitations.

desk it. nest it.(tables) train it. café it. A-FRAME desking connect it.(desking) bench it. connect it.

- 10 years against failure due to materials and workmanship
- Laminate finishes are covered for a period of 5 years.
- Connect it and Bench it Electrical - One year Limited Warranty, *Base in Connection made by Licensed Electrician*
- Task lights are warranted for 1 year.
- 1 year on fabric and foam

big & tall it.

- Lifetime on component chair parts including pneumatic cylinder, control mechanism, casters, and bases
- 3 years on upholstery fabric, seat foam, and foam/fabric arm pads against wear and deterioration
- The OFDBT400M-BLK is for persons weighing 400 lbs. or less, and the OFD-BT8800-BLK and OFD-555- are for persons weighing 350lbs or less.
When usage is more than 40 hours per week, a five year warranty on all parts applies. Fabric is warranted for one year.

executive mesh it. mesh it.

- Lifetime on component chair parts including pneumatic cylinder, control mechanism, casters, and bases
- 3 years on upholstery fabric, seat foam, and foam/fabric arm pads against wear and deterioration

manage it. healthcare it. raise it. guest it. stack it. nest it.(chairs) lounge it.

- For persons Weighing 250 lbs or less
- Lifetime on component chair parts including pneumatic cylinder, control mechanism, casters, and bases
- 3 years on upholstery fabric, seat foam, and foam/fabric arm pads against wear and deterioration
- The OFD600G-BLK is for persons weighing 275 lbs. or less.
The OFD-HC2100- is for persons weighing 300 lbs. or less, the OFD-555- is for persons weighing 350lbs or less, and the OFD-HC2600- is for persons weighing 400 lbs. or less.

budg it.

- 3 year warranty, for persons weighing 250lbs or less. BU-401-BLK rated for 300lb.

lift it.

- Limited Lifetime with 7 year warranty on motor and control panel.
- 4 year warranty on Pneumatic height adjustable bases.
- Laminate finishes are covered for a period of 5 years.

accessorise it.

- 5 years against failure due to materials and workmanship.
- Anti-Fatigue Mats - 2 Years. *Not to be used with high-heeled shoes.*

cube it.

- 3 year warranty for fabric and all panel products
- Task lights are warranted for 1 year.
- Laminate finishes are covered for a period of 5 years.

Laminate Grain, Color and Finishes

Variation of laminate grain and color are natural over time. This variation is part of the properties of laminate coverings and anticipated in laminate casegood furnishings. Therefore, the Seller is not warranted to match in grain or color or texture. It is a natural phenomenon for laminate grain to change in color as it ages, and laminate finishes are not warranted for color-fastness.

The Seller will, at their discretion, repair or replace, to the original purchaser, any product that is defective in materials or workmanship, given normal use and care of single shift service, standard commercial usage, defined as a standard 8 hour work day, 5 days a week, excluding labor. When usage is more than 40 hours per week, warranties are prorated to five years, and three year warranties to one year. Variations occurring in laminate, wood, fabric and other natural materials are inherent to their character and are not considered defects. This warranty does not cover: damage caused by transportation, cost of transportation or labor, freight, misuse, abuse, negligence, alteration, accident, vandalism, rusting, cosmetic damage that may result from normal use, acts of nature or any other event beyond the control of the Seller.

Limitation of Liability

Under no circumstance, including but not limited to breach of contract, breach of warranty of negligence, shall the Seller be liable for lost profits, loss of goodwill, stored data, general, special, consequential or exemplary damages, even if the Seller had notice of these damages or they were foreseeable. The Seller shall not be responsible for verifying customer's description of needs, data, or the fitness for a particular purpose of goods. The Seller's liability in all cases shall be limited to repair or replacement of the defective parts, or the purchase price of the product.

EXCEPT AS OTHERWISE PROVIDED, SELLER MAKES NO OTHER WARRANTIES, EXPRESSED OR IMPLIED, INCLUDING BUT NOT LIMITED TO THE WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE. PRICES SUBJECT TO CHANGE WITHOUT NOTICE.

Ordering Procedure

An approved credit application is required to open an OFFICE FURNITURE DISTRIBUTORS (OFD) account and process an order. Orders can only be accepted from authorized OFD dealers. Orders from customers without a previous OFD credit rating will not be accepted without satisfactory references accompanying the order or other arrangements being made. OFD does not accept verbal purchase orders or revisions. Orders are accepted via fax or e-mail only. Please fax purchase orders to 972-386-5300 or e-mail to cs@ofd.com

Order Acknowledgement

OFD sends acknowledgements on all orders. Please examine the acknowledgement carefully and advise us immediately of any discrepancies. The Order Acknowledgment is the final agreement between OFD and the customer, superseding all previous communication regarding that order.

Cancellation and Order Changes*In-Stock Program*

Cancellations or revisions will not be accepted after the order has shipped.

Build-To-Order Program

Cancellations or revisions will not be accepted after the order has been acknowledged and entered into production and any deposit made will be forfeited.

Delivery Time*In-Stock Program*

Normally, credit approved orders will be ready next day if purchase order is received by 12:00 p.m. CST. Orders received after these times will be ready the following business day. For orders requiring assembly, a minimum of 72 hours (depending on size of order) is normally required. Please contact Warehouse Scheduling for ready date confirmation.

Build-To-Order Program

A 50% deposit is required to enter your order into production. Products are shipped to any point of destination within the continental USA in 6–10 weeks.

Availability

OFD maintains a high level of inventory in our In-Stock Program in our regional distribution center. Our inventory is replenished on a regular basis, and orders are filled on a first come first served basis once a confirmed order is placed and an order acknowledgement is received.

A 20% deposit is required in order to hold inventory based on availability. OFD will hold product up to 14 calendar days. Deposit will be forfeited after this period unless a written cancellation request is submitted within 14 calendar days or a confirmed purchase order is received. **Please note:** large orders may require an extended lead time. In the event an item is not available, two options may apply that require written authorization from the dealer:

Option 1

Partial ship available quantity and back order remaining items — **minimum drop off charges (if applicable) apply to BOTH the initial partial shipment as well as any subsequent back order shipments.**

Option 2

Hold until complete order is available.

Drop Shipments and Price Zoning

Please contact Customer Service for pricing on orders requiring shipment to a destination other than the dealers dock.

Parts Replacement

Replacement parts are available from our distribution center for certain products. Parts for items designated as 'Pre-Assembled' require ordering from our factory.

Claims*Freight Damage | Refusals | Shortages*

OFD Customer Service will administer the filing of these claims if the order is shipped via our designated carriers. All claims must be filed with OFD within 15 calendar days of receipt of goods. Claim will be disputed if product is moved from original 'ship to' location. In order to expedite the process, the following documents are required to file a claim:

- Copy of bill of lading with notations for any visible damages, refusals, or shortages
- OFD Claim Form
- Digital photos of the damaged material

OFD will not be responsible for filing claims if order is shipped via the *Manufacturing Defect | Concealed Damage*

Claims for a manufacturing defect or concealed damage must be filed with OFD within 15 days of receipt of goods. The following documents are required to process your claim:

- Digital photos
- OFD claim form

In order to send out an immediate replacement to fulfill your customer needs pending resolution of the claim, the following document is required:

- A signed OFD Disclaimer regarding product responsibility

Returns

Due to the unlikelihood of damage, OFD discourages product returns. In the event a product return is found necessary, we will make every attempt to assist our customers to keep the product in the field. Please contact Customer Service for assistance with this service. If attempts to keep the product in the field are unsuccessful, OFD will allow returns on stock items only and issue a Return Merchandise Authorization (RMA) with the following stipulations:

- A 30% restocking fee will apply
- Freight charges are prepaid by dealer
- Product has never been removed from original carton
- Product must be returned within 30 days of RMA issue date
- Credit will not be issued if product is returned damaged

Credit will not be provided on any items returned without an RMA, or on merchandise that has been subject to freight damage, missing parts, usage or been removed from the original carton. Returns without a pre-authorized RMA will be refused. OFD will not be responsible for resolving damage and/or freight claims on returned product.

Warranty Issues

Claims for warranty issues must be filed with OFD. The following documents are required:

- Original OFD invoice number
- Detailed description of issues
- OFD Claim Form
- Digital photos

Delivery Information

All shipments are FOB point of shipment. Pricing is based on standard delivery (8 a.m. to 5 p.m. Monday through Friday). OFD reserves the right to select the most appropriate carrier and routing on all shipments. Orders requiring special delivery services (including but not limited to the following) will incur additional charges:

- Drop shipping
- Assembly charges
- Inside delivery
- Installation
- Call before delivery
- No dock delivery
- Non-standard delivery time
- Residential delivery
- Lift gate truck

General Information

Prices shown are list prices for shipment within the OFD coverage area. Merchandise is billed at the prevailing price at time of order placement. Prices are subject to change without notice. Should a typographical error be found, we reserve the right to correct it. OFD reserves the right to make changes in design or construction without prior notice.

Payment by check must be made out to Office Furniture Distributors. A \$50 fee will be charged for return checks. Past due accounts will be subject to a finance charge of 1½% per month.

Distribution of the OFD price list does not in itself constitute an offer to sell. Possession of the price list does not constitute authority to purchase.

in stock • in stock • in stock • in stock • in stock • in stock • in stock •



20 YEARS AND COUNTING!

We are so grateful to be celebrating 20 years of business success! Our business success would not be possible without the support of the many customers who have relied on us for their furniture needs. We also owe our growth to our great team, who remain committed to our vision and to the success of our customers, and to all of the people who have worked with us over the years.

THANK YOU ALL!

We appreciate your business and your loyalty!

OFD

Distribution Center | Showroom

2901 Trade Center Dr., Suite 100

Carrollton, TX 75007

972-386-5200 Phone

866-648-3635 Toll Free

972-386-5300 Fax

www.ofdist.com

