



Office Furniture Quick Guide

FEATURED PRODUCTS: HON - ALLSTEEL - GUNLOCKE

Copenhaver, Inc. d/b/a W.M. Putnam is a GSA registered small business that brings superior project management and product procurement capabilities to its Packaged Room clients. During the last 10 years, Copenhaver has successfully completed over 6,000 projects in all 50 states, including office, education, and medical facilities. Our customers have benefited from:

- Competitive pricing due to wide procurement capabilities and the leverage of purchase volumes and national contracts
- Cost savings from the application of technology and the integration of procurement with staging, delivery and installation
- Substantial reduction of client administrative efforts and costs
- Over 99% on-time performance with all deliveries
- The attention of a dedicated project manager
- Simplified ordering and comprehensive reporting that allows better control over the entire process
- Superior customer service as measured by over 3,000 customer satisfaction responses
- Post installation service
- Since Copenhaver Inc. is also a CFMS (Consolidated Furniture Management Services) Contract holder, (GS-29F-0033R) we are also able to provide a variety of design and project management services to Packaged Room assignments, as appropriate
- We have also successfully teamed with numerous other GSA product manufacturers (outside of those offered under our contract) to provide an infinite selection of interior accoutrements to provide our customers the best, complete interior solution to meet their operational needs

Please call Brent Neilson, VP Business Development or Leslie Swanson, Government Project Manager at 800-445-5236 to discuss your interior project needs.

GS-28F-0027U–SIN 71–1 Packaged Office & Conference Room

Contract Period: June 3rd, 2008, through June 2nd, 2013

Duns: 06-233-4644

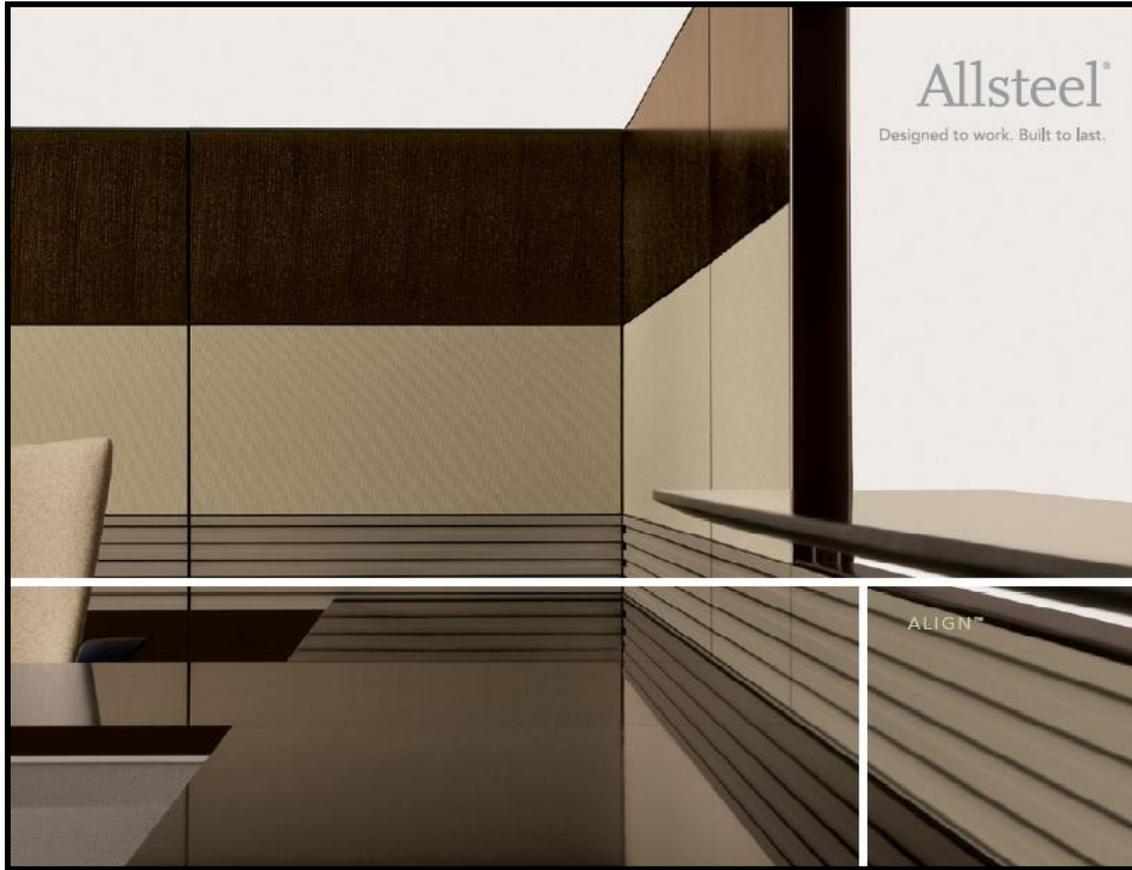
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TIN: 37-1204191

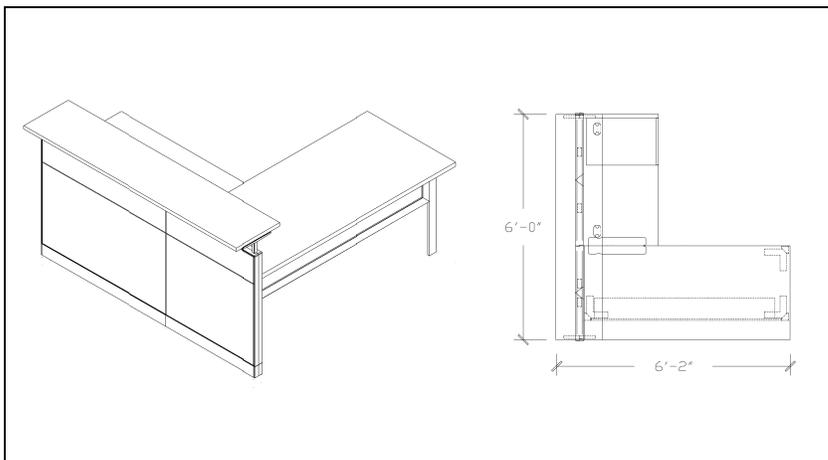
The following discounts, terms, and conditions, have been accepted for the services being offered to the Government:

- **Installation Services:** Copenhaver, Inc. (d/b/a W.M. Putnam Co.) charges their government customers for installation services at the following rates:
 - 10% for Systems Furniture (based on list price)
 - 7% for Casegoods and Seating (based on list price)
 - \$50 per standard man-hour and \$100 per union man hour
- * 1.5 multiplier for each barrier to installation (i.e. 2nd floor with stairway access, non-standard hour execution, etc.)
- **Staging:** Copenhaver, Inc. (d/b/a W.M. Putnam Co.) charges their government customers \$0.25 per sq. ft. one-time fee for the footprint occupied per staging location
- **Site Preparation:** Copenhaver, Inc. (d/b/a W.M. Putnam Co.) charges their government customers an hourly rate of \$50 per hour for non-union and \$100 per hour for union, labor to perform Site Preparation Services
- **Warehousing:** Copenhaver, Inc. (d/b/a W.M. Putnam Co.) charges their government customers a rate of \$0.55 per square foot floor space and \$7.00 per pallet space per month

Allsteel Align™ Reception Desking



Reception

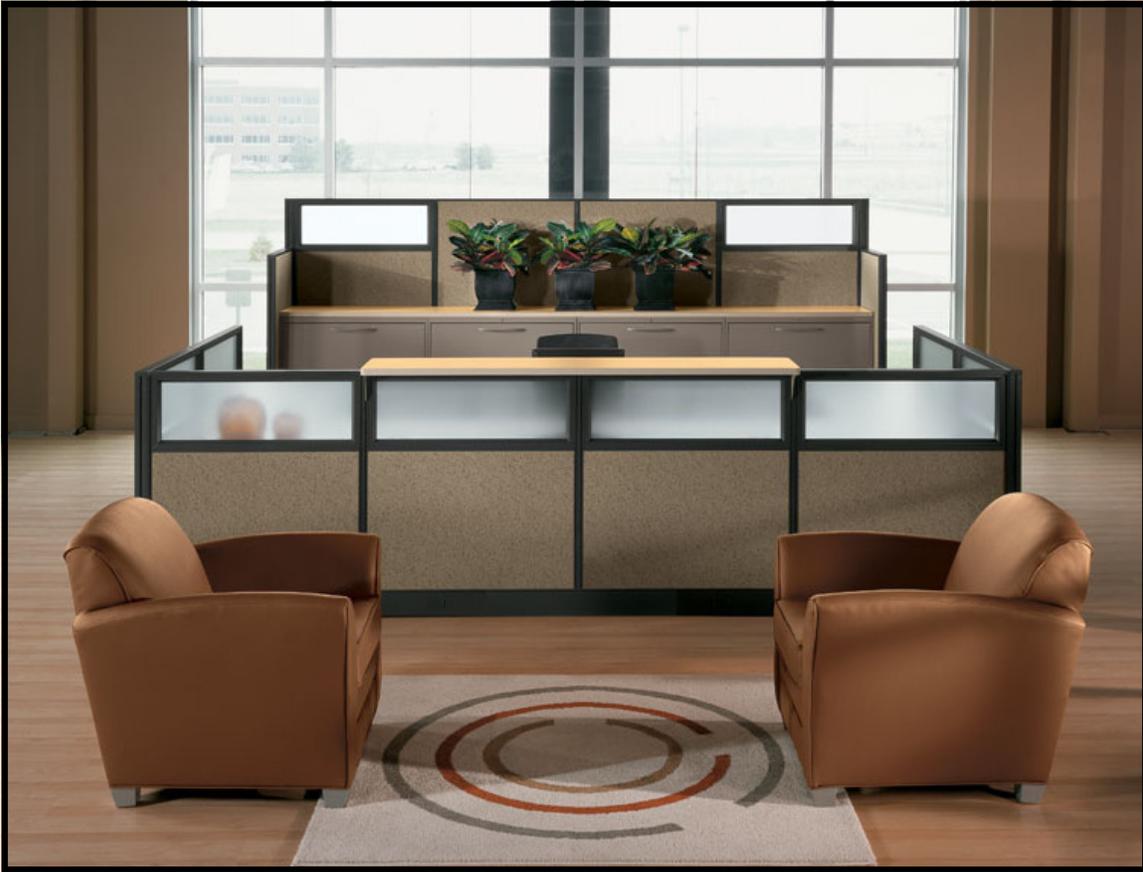


GSA Price for this
reception desk starts at:

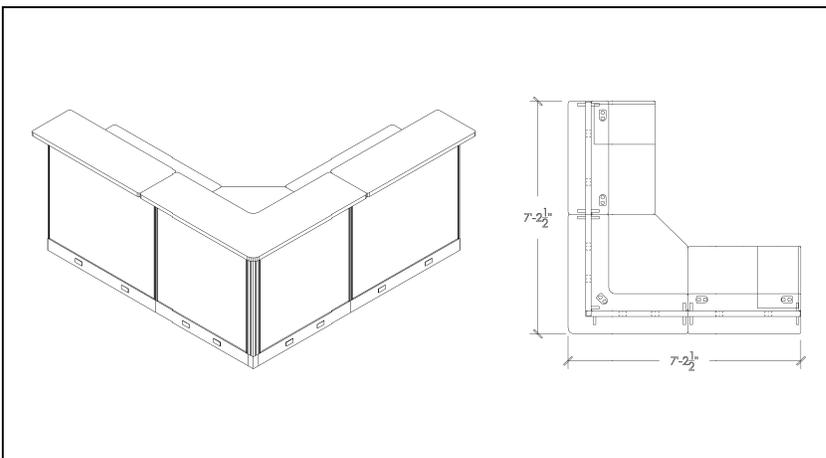
\$1,823.41

Other configurations available

HON Initiate® Reception Desking



Reception



GSA Price for this
reception desk starts at:

\$1,843.13

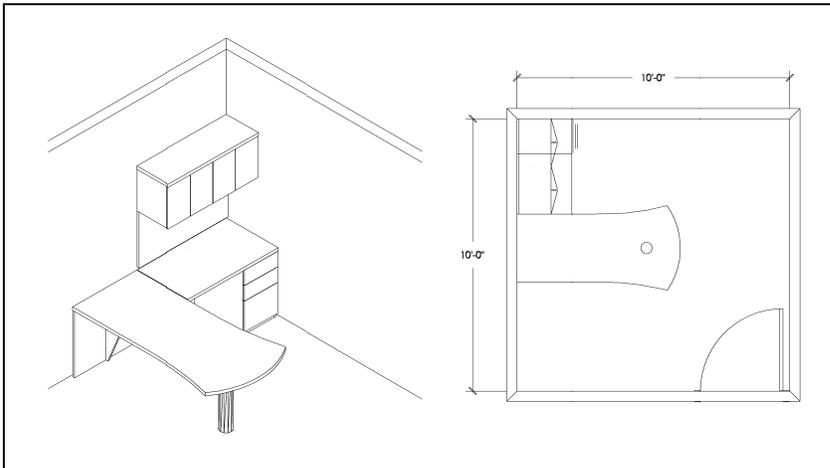
Other configurations available

Gunlocke Medley™ Furniture Series



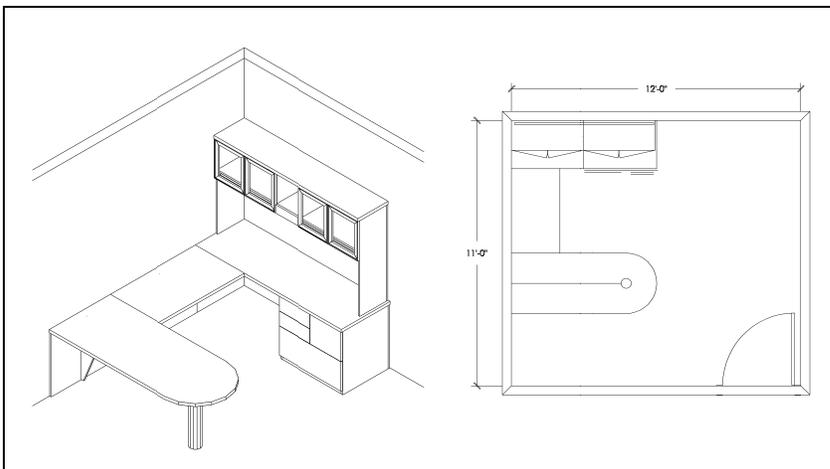
Gunlocke Medley™ Furniture Series

Typical 1



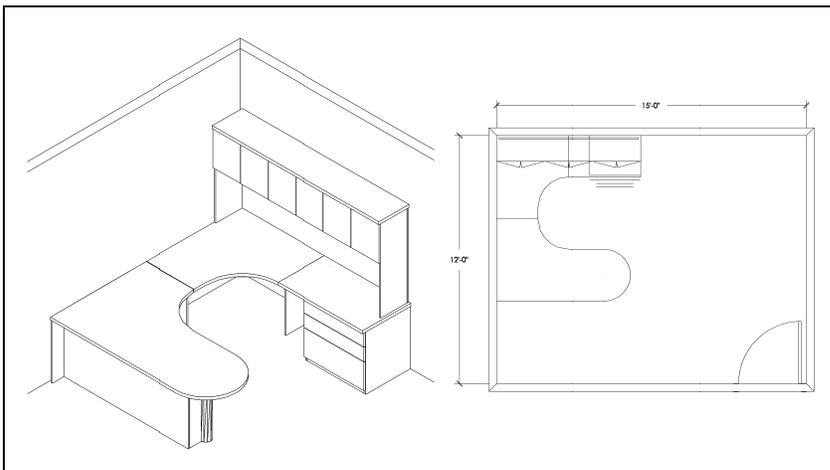
**Typical 1 GSA Price
= \$2,339.74**

Typical 2



**Typical 2 GSA Price
= \$3,843.96**

Typical 3



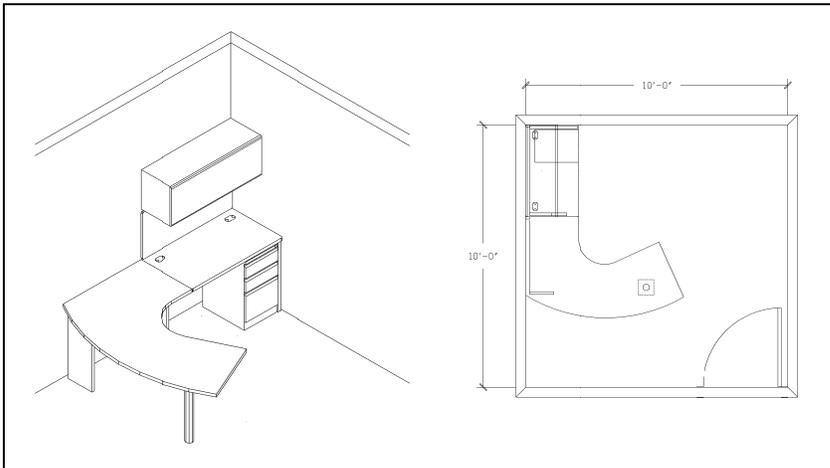
**Typical 3 GSA Price
= \$4,492.34**

Allsteel Concensys® Furniture Series



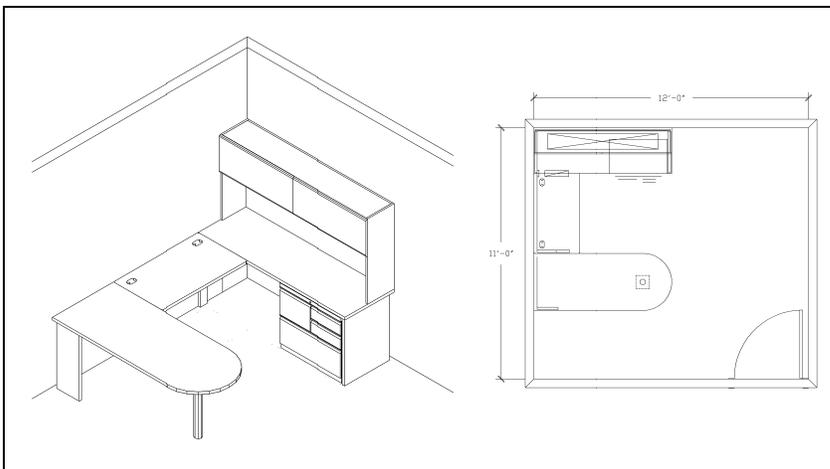
Allsteel Concensys® Furniture Series

Typical 1



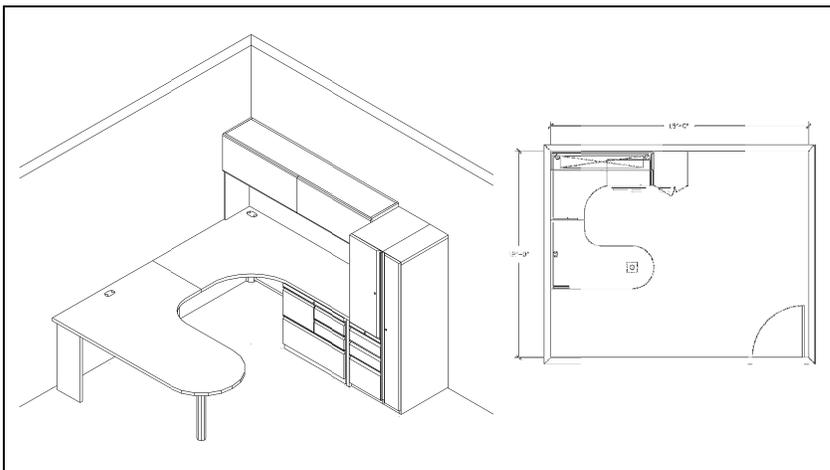
**Typical 1 GSA Price
= \$1,039.31**

Typical 2



**Typical 2 GSA Price
= \$1,479.45**

Typical 3



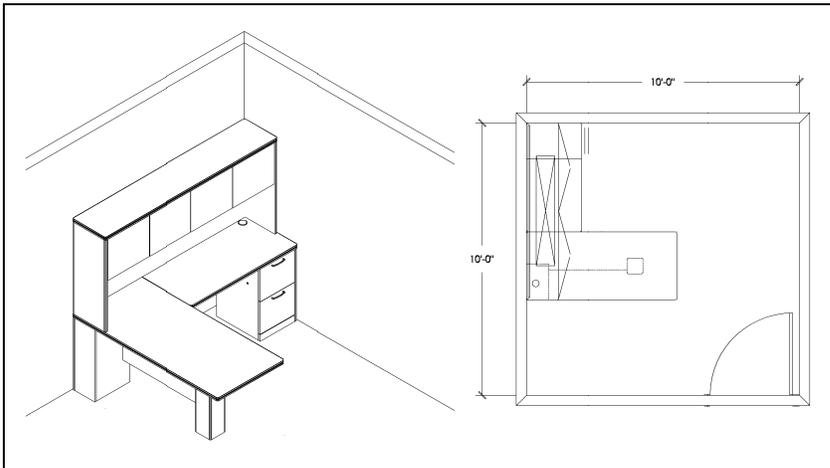
**Typical 3 GSA Price
= \$2,138.33**

HON Attune Furniture Series



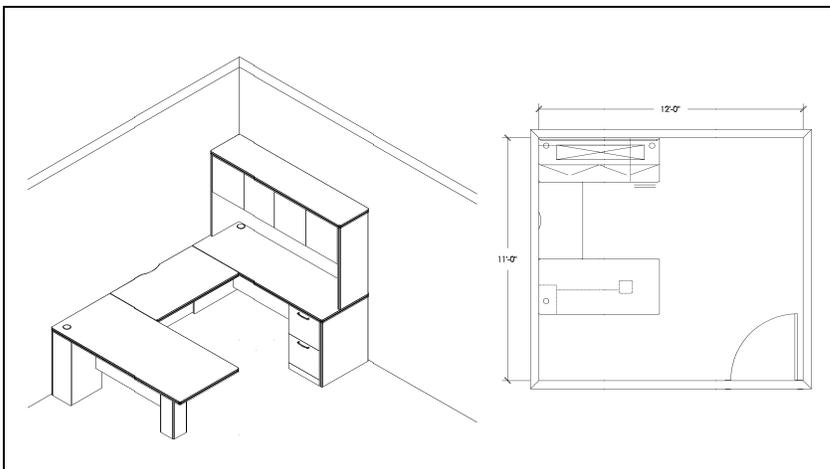
HON Attune Furniture Series

Typical 1



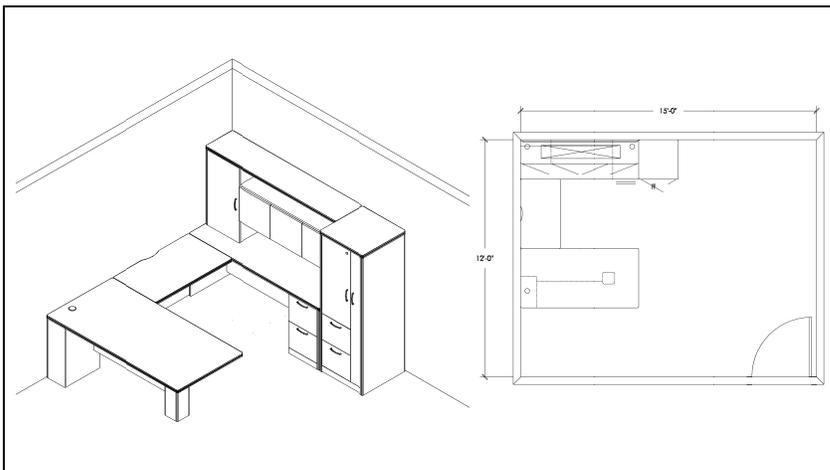
**Typical 1 GSA Price
= \$1,365.19**

Typical 2



**Typical 2 GSA Price
= \$1,527.80**

Typical 3



**Typical 3 GSA Price
= \$2,540.20**

Gunlocke Attract Chair



Attract is a smart, sleek, provocative solution for swivel chair environments. The elegant thin profile is ideal for tighter, smaller spaces. The soft self-skinning urethane arms make it ideal for use in conference rooms and executive private office environments. The versatility of adjustable task arms make it a perfect fit for tasking applications.

GSA Pricing for the Attract Mesh Back Chair starts at:

\$417.00

Gunlocke Porter™ Chair



Style and comfort join forces in Porter™. Available in mid-back and high-back versions, this chair can have tailored tight-cushion upholstery or pillow-cushion upholstery. Either way, French seams add an elegant finishing touch. Optional wood accents can underscore Porter's™ durable urethane arms. Die-cast aluminum bases have a polished or black powdercoated finish; wood-topped bases are also offered.

GSA Pricing for the Porter™ Chair starts at:

\$375.00

Gunlocke Contura® Side Chair



Stackable, gangable, durable and affordable, the Contura® Stacker manages to please the eye and provide exceptional comfort. Offered in closed and open-back versions, with or without arms, the chair rests on sleek oval legs. A tablet arm version is also available.

GSA Pricing for the Contura® Side Chair starts at:

\$116.00

Gunlocke Multi® Side Chair



Choices in arm, seat and back styles make Multi® guest and stacking chairs ideal for many different environments. The Modern arm, in wood or polypropylene, has a sleek, contemporary look, while the wood scroll of the Classic arm suits more traditional worksapes. Backs and seats can be fully upholstered, all wood, or a combination of both. The Multi® series also includes lounge and tandem seating.

GSA Pricing for the Multi® Side Chair starts at:

\$144.00

Allsteel Acuity High Back Chair



Acuity is a chair that enhances any environment, any body. Designed in collaboration with Bruce Fifiield of Milan-based Design Continuum Italia, Acuity is designed with Italian sensibility and Allsteel ingenuity. Its design and ergonomics work seamlessly while the controls are intuitive. Acuity is elegant and pleasing to the eye, as anything inessential has been stripped away, leaving behind only a purity of form.

GSA Pricing for the Acuity High Back Chair starts at:

\$604.00

Allsteel Relate™ High Back Mesh Chair



Relate's™ patent-pending Body Adaptive Control combines a weight-sensing, synchronized tilt mechanism with a pivoting back that aligns with the natural positions of the spine, to provide fuller contact and better support of the back's natural curve, while keeping the head level along the entire recline for better focus.

GSA Pricing for the Relate™ High Back Mesh Chair starts at:

\$415.00

Allsteel Tolleson Side Chair



The Tolleson side chair has been designed to combine elegance with practicality, for a chair that is as versatile as it is comfortable. In the conference room, dining area, reception or training center, its curved arms, padded, fully upholstered seat and back, and options from back shape to arms and glides or casters, make Tolleson Side a chair for anywhere.

GSA Pricing for the Tolleson Side Chair starts at:

\$158.00

Allsteel Relate™ Side Chair



The Relate™ Side chair, with its pivoting back, complements the Relate work chair in project rooms, training areas, teaming areas, and as guest seating.

Also available without arms.

GSA Pricing for the Relate™ Side Chair starts at:

\$166.00

HON F³ Series™ ilira® - stretch Back Chair



The F³ Series™ chair is designed with passive ergonomic adjustments that support your every move. Lumbar support helps to prevent stress to the spine, hips and neck. ilira® - stretch back is an innovative multi directional stretch material that responds to your every move. Also includes pneumatic height adjustment, seat glide, tilt tension and lock and adjustable height arms.

GSA Pricing for the F³ Series™ Task Chair starts at:

\$347.00

HON 7800 Series Mid Back Chair



7800 Series Mid Back chair - durable, high performance task seating is designed to adjust with you as you adjust to the demands of your workday. The controls allow you to personalize the comfort of your chair. Flexible options for seat, back, base and arm let you pick exactly the right chair for the job.

GSA Pricing for the 7800 Series Mid Back Chair starts at:

\$212.00

HON F³ Series™ Side Chair



F³ Side Chair - Designed for complete all day comfort. This side chair has a modern and stylish look for any office. Choose translucent glides or all-surface casters; available with or without arms; and has a flexing back for enhanced comfort.

GSA Pricing for the F³ Series™ Side Chair starts at:

\$172.00

HON Tiempo® Series Side Chair



Tiempo® Side Chair - Modern design fits well in any reception area. Contoured, padded seat provides optimal comfort. Available with casters.

GSA Pricing for the Tiempo® Side Chair starts at:

\$95.00

HON Flagship® Series Lateral Storage



Flagship® Series - Ideal for long-term storage. Includes: Lock mechanism, counterweight, steel ball bearing suspension, drawer extension restraint, 4 drawer pull options at no additional charge, and 10 paint color options. Available in 30", 36", and 42" widths, and 2-5 drawers in height; optional posting shelf on 4 and 5 drawer high units.

GSA Pricing for Flagship® Lateral File Cabinets starts at:

\$172.00

HON 310 Series Vertical Storage

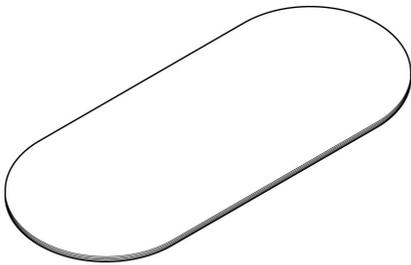


310 Series - Provides the most efficient approach to maximum storage capacity with a minimal footprint. Construction is of a premium quality. Includes: Lock mechanism, ball bearing suspension, and high drawer sides for hanging files without use of hang rails. Available in two widths for letter and legal size filing, and 2, 4 and 5 drawers in height.

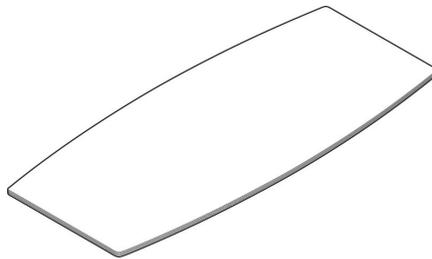
GSA Pricing for 310 Series Vertical File Cabinets starts at:

\$134.00

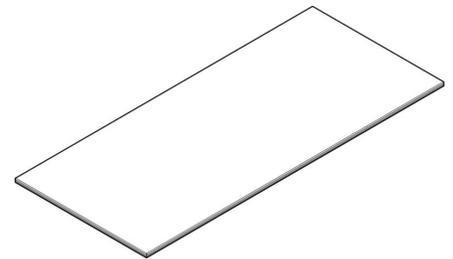
HON "L" Series Conference Tables



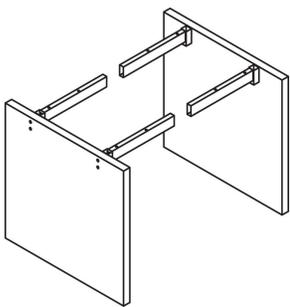
Racetrack Top



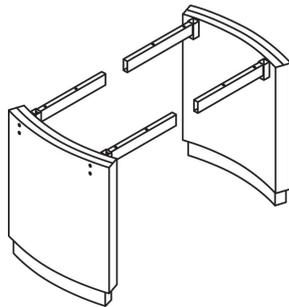
Boat Top



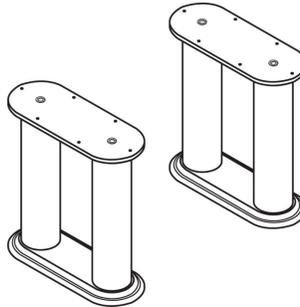
Rectangle Top



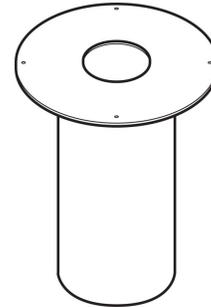
Slab Base



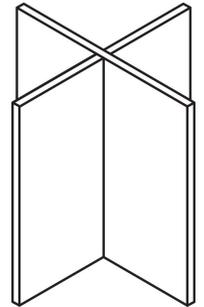
Curved Slab Base



Double Column Base



Cylinder Base



"X" Base

GSA Pricing for the "L" Series Conference Tables starts at: **\$404.41**

Prices effective January 2009 and are subject to change

Gunlocke Converge™ Conference Tables



Converge™ Tables adapt to today's and tomorrow's technology needs with extensive connectivity choices that are compatible with all major A/V component suppliers.

Technology ports and troughs can be positioned in a number of convenient locations on the table top.

3 Base Options:



Panel Base



Geo Base



Leg Base

4 Top Options Include: Rectangular, Arc End, Arc Boat and Sight Line (see www.gunlocke.com)

GSA Pricing for Converge™ Conference Tables starts at: **\$2,018.00**

The Gunlocke Company has been widely regarded as an industry leader since its inception more than a hundred years ago. Gunlocke has become the preferred provider of business furniture and is known for its ideal blend of superior materials, unsurpassed value and the highest level of customer service and satisfaction.

Gunlocke adopted assembly-line manufacturing methods during World War II in order to fulfill government contracts for chairs. In fact, President Franklin D. Roosevelt initiated a presidential tradition when he purchased a Gunlocke chair for his Oval Office.

Key Product Features...

Renown Steambending

The Gunlocke Company is distinguished for its use of steambending to create strong, attractive, curves found in many of our chairs. Gunlocke began this art in 1912. It is a time-consuming process that maintains the long fibers of the wood while preserving strength and beauty. Steambending adds superior strength. Superior strength compared to band-sawn members, and greater aesthetics than jointed members. The outcome is a stronger, more aesthetically pleasing, higher value, piece of furniture.

ClearTech™ Finish Process

The Cleartech™ finishing process is a state-of-the-art finishing system unique to Gunlocke. The first steps include application of non-grain raising stains to achieve the specified color. Because these stains are dye rather than pigment-based, outstanding depth and clarity is achieved. Catalyzed lacquer is applied to the chassis of the case to seal and protect the wood. On writing surfaces, a specially formulated finish comprised of polyacrylic and urethane resins is applied. When exposed to ultraviolet light, photoreactive catalyst promotes external chemical crosslinking, producing a high performance finish with unmatched chemical, heat, and wear resistance.

Top Choice Veneer

Gunlocke is known for our hand-selected, architectural grade A veneer. This quality standard compliments the aesthetic appeal created by our slip-matched veneer lay-up. Slip-matching is a process whereby each veneer plate is slid side-by-side. This visually pleasing solution creates equally-sized plates, directionally consistent hearts and cathedrals, and evenly stained veneer. Supporting flexibility in design, we also offer a variety of exotic veneers for custom solutions.

Superior Product Construction

Drawer System: Pioneers in our industry, Gunlocke provides standard 25-1/4" depth on all desk file drawer systems, thus allowing full filing capacity. Further, each drawer comes standard with nine-ply Baltic birch construction. All of Gunlocke's joints are comprised of double dowel construction ensuring they are secure, tight, and stable throughout the life of the product.

Steel Spreader Bars: Unique to Gunlocke, steel spreader bar construction insures each of our pedestal boxes are of the highest quality and endure the test of time. This feature provides rigid structure for the pedestal and chassis while the threaded bar prevents glide tearout. Further, the steel spreader bar construction provides utility with modular components, worksurfaces, and modesty panel attachments.

Steel Storage Pedestals: Each Gunlocke pedestal comes equipped with premium-grade, 18-gauge steel. The O-frame construction includes front and rear perimeter frames insuring a heavy duty outer shell and a durable, square pedestal. Further, each Gunlocke pedestal features double wall drawer construction.

12-Year Warranty

The Gunlocke Company warrants to the original purchaser all products produced by The Gunlocke Company to be free from defects in material and workmanship for a 12-year period from the date of shipment. But please note we believe in lifetime customers. This relationship starts with our first communication, highlighted by your first delivery. We know our furniture can last a lifetime, so we take measures to assure you of lifetime satisfaction. Our 12-year warranty is extraordinary, not just in years, but in spirit. If it breaks, we fix it. We want you to be a satisfied customer — for life.

HON Warranty

The HON Company promises to repair or replace any HON Brand product or component that is defective in material or workmanship for as long as you, the original purchaser, own it. This is your sole and exclusive remedy. This warranty is subject to the limitations, exclusions and other provisions below. It applies to product manufactured after July 1, 2007.

LIMITATIONS INVOLVING PARTICULAR PRODUCT LINES, MATERIALS AND COMPONENTS:

The particular product lines, materials and components listed below are covered according to the following schedule from the date of sale:

- **Twelve Years** – Wood seating and electrical components (lamps and ballasts are not covered).
- **Ten Years** – Laminates, Seating controls, all components of Accomplish™ Series (including chair desks, student desks, student chairs and student desk accessories), SmartLink™ classroom furniture (including teacher station, modular storage, wall rail system and student desks), and all components of Cafeteria Tables.
- **Five Years** – Glides, casters and polymer-based components, stacking chairs, folding chairs, ETA storage cabinets, user-adjustable worksurface mechanisms, panel and seating upholstery fabrics, foam, veneer finishes and other covering materials, track file track and rollers, projection screens and projection screen accessories.

NOTE: Pneumatic cylinders on seating have been removed from the Limitations involving materials and components section and are now included under The HON Limited Lifetime Warranty.

EXCLUSIONS: This warranty does not apply and no other warranty applies to: Normal wear and tear, which are to be expected over the course of ownership.

Damage caused by the carrier in-transit, which will be handled under separate terms.

Modifications or attachments to the product that are not approved by The HON Company.

Products that were not installed, used or maintained in accordance with product instructions and warnings.

Products used for rental purposes.

SEATING USAGE: Normal commercial usage for seating is defined as the equivalent of a single shift, forty (40) hour workweek. To the extent that a seating product is used in a manner exceeding this, the applicable warranty period will be reduced in a pro-rata manner (except for models 7604, 7624, 7724, 7734, 7744, 7754 and 3500 Series Intensive Use chairs, which are warranted for multiple shifts). Versant™ Tandem Seating models are warranted for multiple shifts and carry a 350 pound rating (350 pounds per seat for models with more than one seat). Versant™ Bariatric models HCB50 and HR50, are warranted with a 500 pound rating. Versant™ Tandem Seating models are warranted for multiple shifts and carry a 350 pound rating (350 pounds per seat for models with more than one seat). Versant™ Bariatric models HCB50 and HR50, are warranted with a 500 pound rating.

A WORD ABOUT COLOR VARIATIONS, FABRICS AND FINISHES: Some natural variations occurring in wood, leather or other natural materials are inherent to their character, and cannot be avoided. Therefore they are not considered defects. The HON Company does not warrant the color-fastness or matching of colors, grains or textures of such materials. Customer's Own Materials (COM) selected by and used at the request of a user are not warranted.

To the extent allowed by Law, The HON Company makes no other warranty, either express or implied, including any warranty or merchantability or fitness for a particular purpose. The HON Company will not be liable for any consequential or incidental damages.

TO OBTAIN SERVICE UNDER THIS WARRANTY:

Your HON Dealer is our mutual partner in supporting your warranty requests. By following the procedures outlined below, you can be assured of the best level of service.

1. Contact the Dealer from whom the product was purchased within 30 days of discovery of the defect. Be prepared to affirm you are the original purchaser of the product and to provide the serial number(s) from the product in question.
2. Your Dealer will gather all pertinent information regarding the claim, inspect the product and contact a HON Company customer service representative. (Please allow a reasonable amount of time for inspection and review.) If The HON Company affirms that the product in question is eligible under the conditions of the warranty as stated above, the customer service representative or another representative of the Company will determine whether to provide replacement parts, authorize repairs or replace the product.

Allsteel Warranty

Allsteel Inc. warrants its products to be free from defects in material and workmanship for as long as the original purchaser owns them.

Allsteel will repair or replace with comparable product, (at Allsteel's discretion), free of charge, any Allsteel product or component manufactured after June 1, 2008 that fails under normal commercial office use.

This warranty is subject to the following provisions:

Some natural variations occurring in wood, leather, or other natural materials are inherent to their character and not considered defects. Allsteel does not warrant the colorfastness or matching of colors, grains, or textures of these materials.

Additionally, a Customer's Own Material (COM) selected by, and used at the request of a user, is not warranted.

The materials and components listed below are covered according to the following schedule from the date of sale:

- Wood products and electrical components (lamps and ballasts are not covered) — Twelve Years.
- Seating controls, wood seating, glides, pneumatic cylinders, casters and polymer-based components, stacking chairs, foam, and Sum® AutoFit™ technology — Ten Years.
- User-adjustable worksurface mechanisms, panel and seating upholstery fabrics, laminates, and other covering materials — Five Years.
- Acuity™, Relate®, Sum®, #19®, and Trooper® Asynchronous Models are warranted for multiple shifts and users up to 300 lbs. All other Allsteel chairs and components are warranted for single-shift, forty (40) hour workweek usage.
- #19 chair, including components and material, is warranted for as long as the original purchaser owns the chair.
- Acuity, Relate, and #19 Mesh/Carrier are considered structural chair components and as such are warranted for as long as the original purchaser owns the chair.

This warranty does not apply to:

- Normal wear and tear over the course of ownership;
- Modifications or attachments to the product not approved by Allsteel;
- Products not installed, used, or maintained in accordance with product instructions and warnings;
- Products used for rental purposes; and
- Damage caused by the carrier in-transit, which is handled under separate terms.

To the extent allowed by law, Allsteel makes no other warranty, either express or implied, including any warranty of merchantability or fitness for a particular purpose. ALLSTEEL WILL NOT BE LIABLE FOR ANY CONSEQUENTIAL OR INCIDENTAL DAMAGES.

This warranty applies only to products sold within the United States of America and the Commonwealth of Canada. Your Allsteel Dealer is our mutual partner in supporting your warranty requests. To obtain service under this warranty please contact your Allsteel Dealer.

Please call Brent Neilson, VP Business Development or Leslie Swanson, Government Project Manager at 800-445-5236 to discuss your interior project needs.

Copenhaver Inc. *d/b/a* W.M. Putnam Co.
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