

HAWORTH, INC.
GENERAL SERVICES ADMINISTRATION
FEDERAL ACQUISITION SERVICES

Authorized Federal Supply Schedule
Furniture
(FSC Group 71, FSC Classes 7105, 7110, 7125 and 7195)

Contract Number: GS-28F-8014H

Contract Start Date: January 1, 1998
Contract End Date: December 31, 2017

Contractor: HAWORTH, INC.
One Haworth Center
Holland, MI 49423-9576
1-616-393-3000
<http://www.haworth.com/industries/government>

Business Size: Large

INFORMATION FOR ORDERING ACTIVITIES

1a. Table of Awarded Special Item Numbers:

Special

Item #	Reference
711-1	Furniture Systems and Workstation Clusters
711-2	Worksurfaces, Workstations, Computer Furniture and Accessories
711-3	Filing and Storage Cabinets, Shelves, Mobile Carts, Dollies, Racks, and Accessories
711-8	Executive Office Furniture
711-9	Executive Conference Room Furniture, Coordinated Tables, Case Pieces, and Accessories
711-10	Executive Furniture Single Item Accent and Specialty Pieces
711-11	Tables and Accessories
711-16	Upholstered Seating
711-17	Multiple Seating
711-18	Multipurpose Seating
711-19	Stacking Chairs and Dollies or Trucks Designed to Support Stacking Chairs
711-93	Reconfiguration and Relocation Services
711-94	Design/Layout Services
711-95	Office Furniture Installation Services
711-96	Leased Office Furniture Systems
711-99	Introduction of New Office Furniture Services/Products

1b. Lowest Price Model by SIN:

711-1	WUAC-WSG	5.18
711-2	HKMP-1	32.87
711-3	JSHA-1	8.94
711-8	ULSS-2810-S	84.65
711-9	CPVC-1	14.91
711-11	TA01-0213	3.02
711-16	TQ90-0006	24.75
711-17	KLCI-7TQ0	328.35
711-18	KGNG-150	6.79
711-19	SCSG-1	6.21
711-99	FBB-03-Z	1.06

1c. Design Rate:

SIN 711-93	See #20a
SIN 711-94	\$55.50/hr.[furniture] / \$85/hr.[walls]
SIN 711-95	See #19

2. Maximum Order:

SIN 711-1, 711-2, 711-3, 711-8, 711-9, 711-10, 711-11, 711-96 -- \$500,000 [net product price]
SIN 711-16 -- \$300,000 [net product price]
SIN 711-17, 711-18, 711-19, 711-99 -- \$200,000 [net product price]
SIN 711-97 -- \$50,000 [net product price]
SIN 711-93, 711-94, 711-95 -- \$150,000 [net price]

3. Minimum Order: \$100 [net product price]

4. Geographic Coverage: Continental United States.

5. Point of Production: Holland, Big Rapids, Ludington, Michigan; Bruce, Mississippi; High Point, North Carolina USA.

6. Discount from List Prices: For single delivery orders, the discounts shown below [pgs. 5-6] from the list prices will apply.

7. Quantity Discounts: Various. See pages 5-6 below.

8. Prompt Payment Terms: None. Payment terms are Net 30 days from invoice date.

9. Government Credit Card

- Government credit card purchases are accepted at or below the micro-purchase threshold.
- Government Credit Card purchases are accepted above the micro-purchase threshold.

10. Foreign Items: None

11. Time of Delivery:

- 90 days or sooner after receipt of order [ARO].

- Expedited delivery: HAWORTH's RUSH lead time program is 14 calendar days maximum. The program is designed to respond quickly to immediate, small requirements. Limited product offering is available on RUSH. Items available for expedited delivery are noted in the price list. The availability of fabrics, finishes, and colors will vary according to the product and lead time program selected. All other terms and conditions remain the same.
- Overnight & Two-Day Delivery: None
- Urgent Requirements: None

12. F.O.B. Point: Destination CONUS [Continental U.S].

13. Ordering Address:

HAWORTH, INC. c/o Dealer HAWORTH, INC. c/o Dealer
One Haworth Center or Dealer Address
Holland, MI 49423
Attn: GSA Orders
Fax: (616) 396-9148

14. Payment Address:

HAWORTH, INC. c/o Dealer
P.O. Box 93237
Chicago, IL 60673-3237

15. Warranty Provisions: Haworth's standard commercial warranty.

16. Export Packaging Charges: Quoted on a project-by-project basis.

17. Government Credit Card Acceptance: Government credit card purchases will be accepted. No additional discount is offered for orders using the credit card.

18. Rental, Maintenance, and Repair: Rental of furniture is available under this contract. Contact your nearest HAWORTH showroom or dealer for information. Maintenance and repair are not on contract.

19. Installation: SIN 711-95, Installation Services. Installation Services up to \$150,000 will be charged a rate per Attachment A below. In excess of \$150,000, services are separately negotiated on a case-by-case basis between HAWORTH and the ordering activity.

20. Repair Parts: Not on contract.

20a. Other Services: 711-93 Reconfiguration services

Reconfiguration Services up to \$150,000 will be charged a rate per Attachment A below. Contact your nearest HAWORTH Showroom or Dealer for other information.

21. Service and Distribution Points: Primary distribution facilities are located in Holland, Michigan. HAWORTH sales offices, regional distribution points, and servicing dealers are strategically located across the United States. Names and addresses of servicing dealers are available on request. Contact your nearest HAWORTH Showroom for further information.

22. Participating Dealers: An extensive network of HAWORTH dealers is available for assistance; however, dealers may not accept orders or payments in their names. Access Haworth web site for current list of participating dealers: <http://www.haworth.com/top-nav/global-locator/haworth-spaces-dealers>. Contact your nearest HAWORTH Showroom for further information.

23. Preventive Maintenance: Not on contract.

24a. Environmental Attributes: HAWORTH complies with the ISO 14001 Environmental Management System (EMS) through continuous commitment to its corporate environmental policy, goals, and programs. HAWORTH is a partner in the EPA Green Lights Program.

24b. Not applicable.

25. DUNS Number: 07-259-5457

26. HAWORTH is a System for Award Management [SAM] registered supplier. Expiration Date: 03/2/2016.

INFORMATION FOR ORDERING ACTIVITIES

Haworth, Inc. Miscellaneous Information

Who May Purchase From This Federal Supply Schedule Price List

Authorized Users under Federal Supply Schedule 71, Refer to following link: [Eligibility to Use GSA Sources of Supply and Services.](#)

Leased System Furniture: SIN 711-96.

Dollar Range at List	3 Year Lease Rate APR	Monthly Rate Factor	5 Year Lease Rate (APR)	Monthly Rate Factor
\$1 - \$400,000	12.08%	.03325	14.68%	.02363
\$400,001 - \$865,000	8.31%	.03148	11.90%	.02220
\$865,001 - \$2,000,000	7.33%	.03103	11.18%	.02183
End of Lease Purchase Price (as a % of equipment cost)		36 Months - 12%		60 Months - 10%

The above APRs apply to leases at or under \$500,000 net. For leases over \$500,000 net, APRs can be requested.

Residual values are set as follows and are not subject to change, regardless of the dollar value of the order.

3 years - 12%

5 years - 10%

Design/Layout Services: SIN 711-94. Rates for these services up to \$150,000 are as follows: Furniture is \$50.50/hour. Walls is \$85/hour. Contact your nearest HAWORTH Division Office/Showroom for further information.

Pricing Policies

Services: List prices apply to products only.

Shipping and Delivery

HAWORTH reserves the right to ship products covered by a single order in more than one shipment.

For U.S. Continental Shipments: All deliveries will be F.O.B. Destination. HAWORTH has the right to determine the carrier, method of shipment, and routing. Extra expense resulting from customer request for special carrier, shipping method, and/or routing will be billed to the customer.

For optional customers located OCONUS [Outside Continental U.S.] U.S. INCOTERM-CIF (Cost of Goods, Insurance and Freight). International locations may purchase from this contract. If International delivery is provided by supplier, CIF discounts shall apply to the order. HAWORTH'S U.S.A. Price List Catalogs include ocean freight and insurance to the port of destination in the receiving country. HAWORTH has the right to determine the carrier, method of shipment and routing.

HAWORTH will contract with the insurer and provide minimal insurance coverage (CIF@110%) made payable to the buyer. Buyer is responsible to obtain greater insurance if so desired. Proof of delivery is a free on board bill of lading.

Buyer will be responsible for all customs clearance and on-carriage from the receiving port in the destination country to the final destination.

Mexico. INCOTERM-DAP (Delivered at Place).

HAWORTH'S U.S.A. Price List Catalogs include freight charges for normal surface transportation to a United States point of exportation within the 48 contiguous states. HAWORTH has the right to determine the carrier, method of shipment and routing.

Buyer will be responsible for all on-carriage and customs clearance from the point of exportation to the final destination. Buyer assumes risk of loss when goods are delivered to a United States point of exportation.

Note: Under all shipping terms, extra expense resulting from buyer's request for expedited transportation, special carrier, packaging, shipping method and/or routing will be billed to buyer.

Return Material Authorization

If the return is the fault of the government, the customer must request a return authorization through the HAWORTH Customer Service Department to return unused product. If HAWORTH agrees to

repurchase the product, the customer must return it freight prepaid to HAWORTH, F.O.B. the original shipping point. The customer must also pay HAWORTH a handling charge equal to a maximum of 25 percent of the invoice product price.

Use and Installation of Products

HAWORTH recommends that its products be installed by certified installers according to HAWORTH's written installation procedures. The customer agrees to use HAWORTH products properly; not to remove or alter safety devices, warnings, or operating instructions placed on products by HAWORTH; and to instruct employees as to the proper care and use of the products according to printed instructions.

Order Placement, Order Changes, and Cancellations

All orders (including RUSH and RUSH Wood), order changes, and cancellations MUST BE SUBMITTED TO HAWORTH IN WRITING BY THE ORDERING ACTIVITY. NO CANCELLATION CHARGE WILL APPLY PRIOR TO PRODUCTION. NO VERBAL ORDERS OR CHANGES WILL BE ALLOWED.

Ordering activities must submit complete and accurate delivery orders. THE TIME OF DELIVERY PERIOD AS SPECIFIED HEREIN BEGINS ON THE DATE OF RECEIPT OF A COMPLETE AND ACCURATE DELIVERY ORDER.

Purchase Order Information

To ensure orders are processed accurately and within requested time frames, delivery orders must contain complete and accurate information as follows.

Contract Number -	GS-28F-8014H. This is required for ALL purchases made using this Federal Supply Schedule contract regardless of the dollar value of the purchase order.
Date -	The order date and the award date must be on or before the expiration date of this contract.
Seller -	HAWORTH, Inc. must be listed as the seller. Orders may be submitted "in care of" an authorized HAWORTH dealer with HAWORTH's address. Example: HAWORTH, Inc. c/o (Dealer Name) Dealer Address
Shipping Address -	Provide complete addressing and delivery information.
Invoicing Address -	Provide complete addressing information and number of copies required.
Terms -	Net 30 days.
Product -	Provide correct and complete product specifications including fabrics, finishes and colors as required. Products available in this contract will vary according to the lead time program (Normal, RUSH) selected. The availability of fabrics, finishes, colors will vary according to the product and lead time program selected.
Remittance Address-	HAWORTH, Inc. P.O. Box 93237 Chicago, IL 60673-3237
Pricing -	Provide the correct extended dollar totals. Discounts vary according to the lead time program selected and the size of the order. Ensure that the pricing and discounts used correspond to the lead time program selected.
Signature -	An authorized agency signature is required.

Price Books: The list price catalogs for Haworth products are available through the link below <http://www.haworth.com/en-us/Resources/Technical-Information/Pages/Price-Lists.aspx> Contact your authorized HAWORTH dealer for additional information.

Product	Lead Time	Dollar Range At List	Dollar Range At Net	GSA Discount
SIN 711-1, 711-11				
Places[BA]/UniGroup Systems[AA] (excluding Tables) UniGroup Too[AC], Adaptable Components[CA]	Normal	\$1 - \$953,834 \$953,835 - 2,062,706	\$1 - \$250,000 \$250,001 - \$498,762	73.79% 75.82%
	RUSH	\$1 - \$282,885	\$1 - \$100,000	64.74%
RACE[EA]	Normal	\$1- \$960,307 \$960,308 - \$1,650,165	\$1 - \$300,000 \$300,001- \$498,680	68.76% 69.78%
Compose[BC], PREMISE Systems and PREMISE Tables[FA], If[IF], Moxie[FA]	Normal	\$1 - \$753,516 \$753,517 - \$1,772,421	\$1 - \$225,000 \$225,001 - \$498,759	70.14% 71.86%
	RUSH	\$1 - \$164,834	\$1 - \$70,500	57.35%
SIN 711-1, 711-11, 711-11, 711-17, 711-18, 711-19				
Places/Unigroup Tables, Tactics Tables, 450 Series Tables, Planes Tables[TA], PLACES Wood Casegoods[OA], Compose Storage, Tempo, K Series Seating[TA]	Normal	\$1 -\$63,939 \$63,940 - \$130,548 \$130,549 -\$399,893	\$1 - \$25,000 \$25,001 - \$50,000 \$50,001 - \$150,000	60.90% 61.70% 62.49%
	RUSH	\$1 - \$231,588	\$1 - \$100,000	56.93%
SIN 711-2				
Jump Stuff, Boogie Board, Ergo Worktools, Belong[YA]	Normal	\$1 - \$103,716 \$103,717 - \$500,000	\$1- \$60,000 \$60,001 - \$266,850	42.15% 46.63%
	RUSH	\$1 - \$100,000	\$1 - \$60,000	40.00%
SIN 711-2, 711-3				
950 Series Filing and Storage[MA] PLACES Wood & Steel Freestanding [Filing & Storage]	Normal	\$1 - \$1,550,388	\$1- \$500,000	67.75%
	RUSH	\$1 - \$148,515	\$1 -\$60,000	59.70%
SIN 711-3				
X Series Freestanding, X Series[FM&FP]/ V Series Casegoods[VS], Files and Storage, Beside[BD]	Normal	\$1 -\$1,453,488	\$1 - \$500,000	65.60%
	RUSH	\$1 -\$440,072	\$1 - \$170,000	61.47%
A Series [Active Filing & Storage]	Normal	\$1 - \$1,190,477	\$1- \$500,000	58.00%
SIN 711-2, 711-8, 711-9, 711-10, 711-11, 711-16, 711-18, 711-19				
HELLO, ToDo, Composites, Forenze, Galerie, Prescott, Tally [RA], Masters Series, Orlando [RA], Orlando LS, Vancouver [RC], Tripoli, York[RA], Reside[PT]	Normal	\$1 - \$179,856 \$179,857- \$688,547	\$1 - \$80,000 \$80,001 - \$300,000	55.52% 56.43%
	RUSH	\$1 - \$180,018	\$1 - \$100,000	44.59%
Cassis, Candor, Lively [SA]	Normal	\$1 - \$492,611	\$1 - \$200,000	59.40%
SIN 711-11, 711-17, 711-18, 711-19				
Accolade, System 58, Monaco[IA]	Normal	\$1 - \$144,676 \$144,677 - \$596,659	\$1 - \$50,000 \$50,001 - \$200,000	65.44% 66.48%
	RUSH	\$1 - \$257,201	\$1 -\$100,000	61.22%
Improv, System 12[JA], Look[S10]	Normal	\$1 - \$100,000	\$1 - \$34,500	65.50%
	RUSH	\$1 - \$238,549	\$1 - \$93,034	61.00%
Zody[ZD]/Very Seating[VY]	Normal	\$1 - \$100,000 \$100,001-171,053	\$1- \$42,500 \$42,501-\$65,000	57.50% 62.00%
	RUSH	\$1 - \$100,000	\$1- \$46,000	54.00%

Product	Lead Time	Dollar Range At List	Dollar Range At Net	GSA Discount
Very Task[VT]	Normal	\$1 - \$100,000	\$1 - \$42,500	57.50%
X99[X9]	Normal	\$1 - \$182,206	\$1 - \$68,000	62.70%
	RUSH	\$1 - \$125,000	\$1 - \$50,000	60.00%
SIN 711-99				
Enclose [EN&WA]	Normal	\$1 - \$100,000	\$1 - \$ 42,500	57.50%
Power Base Al[SP]	Normal	\$1 - \$139,250	\$1 - \$52,915	62.00%
TecCrete, Tecnika [TC&IC]	Normal	\$1 - \$125,000	\$1 - \$47,500	62.00%

**The above products include product codes as used by Haworth, Inc. for order entry purposes.*

Attachment A: Service Rates Terms and Conditions



Installation Services

711-95	<u>Hourly Rate</u>
Standard	\$80.00
Standard OT	\$120.00
Std Double Time/ Holiday	\$160.00
Union	\$125.00
Union OT	\$187.50
Union DT/Holiday	\$250.00

Reconfiguration Relocation Services - Systems Furniture/Office Furniture

711-93	<u>Hourly Rate</u>
Standard	\$80.00
Standard OT	\$120.00
Std Double Time/ Holiday	\$160.00
Union	\$125.00
Union OT	\$187.50
Union DT/Holiday	\$250.00

Office Design/Layout Services

711-94	<u>Hourly Rate</u>
Standard	\$55.50
Walls - Standard	\$85.00

The following conditions may result in additional costs:

- Inside Delivery
- Special site conditions (including but not limited to: no elevator access, dock restrictions, street loading, stair carry)
- Conflicts with other trades
- Facility security restrictions (including but not limited to- personnel clearance, x-rays, escorts)
- Delays or restrictions due to work of other contractors (including but not limited to- cabling, carpentry, electrical, etc.)
- Schedule or customer-driven delivery changes (including but not limited to- rush install, site/building delays, permit delays)
- Other job-site related functions (including but not limited to- product storage, site prep & clean-up, removal or disposal of existing products)
- Installation personnel costs (including but not limited to- insurance, bonds, permits)
- Site-specific travel

The above situations will result in additional costs or hours, quoted on a case by case basis.

Other terms and conditions

- Electrical Hookup- Hardwiring of electrical is not included and must be supplied by licensed electrician.
- Installer's Responsibility- The installers are responsible for clearing all furniture packing materials from the site, cleaning the furniture they installed and noting any warranty work or parts needed during a final walk through inspection with the customer.
- Job Site Conditions- The job site must be ready to accept furniture with construction complete (ceiling grid and tile in, wall covering/paint done, carpet and baseboard finished, electrical/data work done, etc.) and the space free of trades (punch list trades only), as well as clean and free of debris. Adequate facilities for off-loading, staging, moving and handling of merchandise shall be provided.
- Job Site Services- Electric current, heat/ventilation, hoisting and/or elevator service will be furnished without charge to installer.
- Labor- Installer's ability to erect or assemble furniture knocked down or to permanently attach, affix, or bolt in place movable furniture is dependent on jurisdictional agreements. If trade regulations enforced at the time of installation require the use of tradesmen at the site other than the installer's own installation personnel or subcontractor, resulting additional costs will be paid by customer.
- Partial payment is allowed and expected for partial performance, as approved by the customer.