

## Award Summary

Herman Miller – Office Furniture, Accessories, and Installation Services Award

Initial Award Term: May 27, 2020 – May 27, 2025

Remaining Renewals: One (1) Five (5) year renewal period

Award Name: Office Furniture, Accessories, and Installation Services

Award Status: Initial Term

Award Type: IPHEC, A-1

RFP#: IPHEC1905

**Award Overview:** The scope of this solicitation is to provide access to economy, moderate and high-end (good, better, best) furniture in a variety of categories, offerings and surfaces including, but not limited to; wood, laminate, and metal. In addition, IPHEC is seeking a variety of accessories and related services (i.e. installation, set-up, design, product management, storage, etc.).

### Supplier Information

Supplier Name: Herman Miller

	<b>Average Discount</b>	<b>Category</b>
Price/Discounts:	59.50%	Collaboration Systems
	68.06%	Office Systems/Case Goods
	61.87%	Storage
	45.80%	Lounge
	52.57%	Medical
	61.00%	Classroom
	44.67%	Residential
	N/A	Auditorium
	68.83%	Desks
	54.17%	Tables

## Award Summary

Herman Miller – Office Furniture, Accessories, and Installation Services Award

Initial Award Term: May 27, 2020 – May 27, 2025

Remaining Renewals: One (1) Five (5) year renewal period

51.37%	Seating
62.83%	Accessories
70.50%	Textiles & Finishes
N/A	Surface Finishes

Price Increase: 5% maximum escalation for year 2; May 26, 2021 to May 27, 2022  
5% maximum escalation for year 3; May 26, 2022 to May 27, 2023  
5% maximum escalation for year 4; May 26, 2023 to May 27, 2024  
5% maximum escalation for year 5; May 26, 2024 to May 27, 2025  
5% maximum escalation for year 6; May 26, 2025 to May 27, 2026  
5% maximum escalation for year 7; May 26, 2026 to May 27, 2027  
5% maximum escalation for year 8; May 26, 2027 to May 27, 2028  
5% maximum escalation for year 9; May 26, 2028 to May 27, 2029  
5% maximum escalation for year 10 May 26, 2029 to May 27, 2030

### Ordering Information

Minimum

Order: No minimum orders requirements

Substitution of  
Items:

Herman Miller acknowledges requirements for substitution of items.  
Substitutions will not be made without approval of the ordering university.

- Participating institutions will solicit a written quotation from each awardee on each furniture installation requirement and make an award to the lowest price.

Place Orders  
with:

- All purchase orders placed for furniture, accessories or services, by the IPHEC participating Universities, will be placed with the awardees, who will contact their local dealership assigned, if the dealer is included in the services requested. No IPHEC purchase orders will be placed with a local dealership.

a. All invoicing against those purchase orders shall be the

Award Summary

Herman Miller – Office Furniture, Accessories, and Installation Services Award

Initial Award Term: May 27, 2020 – May 27, 2025

Remaining Renewals: One (1) Five (5) year renewal period

responsibility of the awardees, not their local dealership.

Payment Terms: N/A

Delivery Terms: Herman Miller will comply with terms of FOB shipments.

Partial Shipments: Herman Miller acknowledges requirements for partial shipments and will notify the participating University end user when an order cannot ship complete to determine whether the order is to be held and shipped together, or if a partial shipment is approved.

Section 5.5.3.1. etc.

Delivery w/Set-up	Cost	Detail
	\$115/labor hour	Central and Southern Illinois
	Quoted	Central and Southern Illinois – over an hour of travel and on-site time
	\$130/labor hour	Chicago Area (Cook and collar counties)
	Rates reflect standard time at prevailing wage rates; non-prevailing wage projects to be quoted	
	Time and a Half – prevailing wage rate	After Hours Delivery and Install (All areas)
	Double Time – prevailing wage	Weekend Delivery Install (All areas)
	Double Time – prevailing wage rate; subject to available staffing	Holiday hours delivery and install (all areas)
	Quoted	Project Labor Agreements required by

Award Summary

Herman Miller – Office Furniture, Accessories, and Installation Services Award

Initial Award Term: May 27, 2020 – May 27, 2025

Remaining Renewals: One (1) Five (5) year renewal period

university

Quoted No Freight elevator/required carry-up

Quoted Limited semi-truck access; requiring cross dock, etc.

Quoted Extended delivery path/long push distance – i.e. no loading dock or no straight delivery access

Per day \$105

Vehicle Chares: Box or Straight Truck

Per Mile \$0.651

Per Day \$50

Vehicle Charges; Van

Per Mile \$0.33

**Cost**

**Detail**

Delivery w/Installation

Labor rates adjusted accordingly with statutory changes in the prevailing wage rates as defined by the Illinois Department of Labor

Quoted per project based on hourly prevailing wage rates

\$115/labor hour

Central and Southern Illinois

\$130/labor hour

Chicago Area (Cook and collar counties)

Rates reflect standard time at prevailing wage rates; non-prevailing wage projects to be quoted:

Award Summary

Herman Miller – Office Furniture, Accessories, and Installation Services Award

Initial Award Term: May 27, 2020 – May 27, 2025

Remaining Renewals: One (1) Five (5) year renewal period

Time and a Half –prevailing wage rate	After Hours Delivery and Install (all areas)
Double Time – prevailing wage	Weekend Delivery and install (all areas)
Double Time – prevailing wage rate; subject to available staffing	Holiday Hours Delivery and Install (All Areas)
Quoted	Project labor agreements required by university
Quoted	No freight elevator/required carry-up
Quoted	Limited semi-truck access; requiring cross dock, etc.
Quoted	Extended delivery path/long push distance – i.e. no loading dock or n straight delivery access
Per Day \$105	Vehicle Charges: Box or Straight Truck
Per Mile \$0.65	
Per Day \$50	Vehicle Charges: Van
Per Mile \$0.33	

	<b>Cost</b>	<b>Detail</b>
Disassembly w/installation	Labor rates adjusted accordingly with statutory changes in the prevailing wage rates as defined by the	Quoted per project based on hourly prevailing wage rates

Award Summary

Herman Miller – Office Furniture, Accessories, and Installation Services Award

Initial Award Term: May 27, 2020 – May 27, 2025

Remaining Renewals: One (1) Five (5) year renewal period

Illinois Department of Labor

\$115/labor hour

Central and Southern Illinois

\$130/labor hour

Chicago Area (Cook and collar counties)

Rates reflect standard time at prevailing wage rates; non-prevailing wage projects to be quoted:

Time and a Half –prevailing wage rate

After Hours Delivery and Install (all areas)

Double Time – prevailing wage

Weekend Delivery and install (all areas)

Double Time – prevailing wage rate; subject to available staffing

Holiday Hours Delivery and Install (All Areas)

Quoted

Project labor agreements required by university

Quoted

No freight elevator/required carry-up

Quoted

Limited semi-truck access; requiring cross dock, etc.

Quoted

Extended delivery path/long push distance – i.e. no loading dock or n straight delivery access

Per Day \$105

Vehicle Charges: Box or Straight Truck

Per Mile \$0.65

Per Day \$50

Vehicle Charges: Van

Award Summary

Herman Miller – Office Furniture, Accessories, and Installation Services Award

Initial Award Term: May 27, 2020 – May 27, 2025

Remaining Renewals: One (1) Five (5) year renewal period

Per Mile \$0.33

	<b>Cost</b>	<b>Detail</b>
	Labor rates adjusted accordingly with statutory changes in the prevailing wage rates as defined by the Illinois Department of Labor	Quoted per project based on hourly prevailing wage rates
	\$115/labor hour	Central and Southern Illinois
	\$130/labor hour	Chicago Area (Cook and collar counties)
Disassembly and relocation	Rates reflect standard time at prevailing wage rates; non-prevailing wage projects to be quoted:	
	Time and a Half –prevailing wage rate	After Hours Delivery and Install (all areas)
	Double Time – prevailing wage	Weekend Delivery and install (all areas)
	Double Time – prevailing wage rate; subject to available staffing	Holiday Hours Delivery and Install (All Areas)
	Quoted	Project labor agreements required by university
	Quoted	No freight elevator/required carry-up

## Award Summary

Herman Miller – Office Furniture, Accessories, and Installation Services Award

Initial Award Term: May 27, 2020 – May 27, 2025

Remaining Renewals: One (1) Five (5) year renewal period

Quoted	Limited semi-truck access; requiring cross dock, etc.
Quoted	Extended delivery path/long push distance – i.e. no loading dock or n straight delivery access
Per Day \$105	Vehicle Charges: Box or Straight Truck
Per Mile \$0.65	
Per Day \$50	Vehicle Charges: Van
Per Mile \$0.33	
Quoted based on applicable hourly rate	Disposal fees for unwanted product
\$500 per dumpster/dumpster load	Dumpster Charge
Quoted when applicable	Landfill Charge

Herman Miller’s decentralized distribution facilities, in conjunction with dealer warehouse resources, can be used to develop an inventory program tailored to your unique needs. There are no limitations to the above requirements. Dealer warehouse square footage varies by location:

- Central & Southern Illinois: 12,000-45,000 sq. ft.
- Chicago Area: 60,000 sq. ft.

Warehousing Services:

\$0.45/square foot per week

\$1.75/square foot per month

\$65/labor hour for required double handling and internal moves related to additional pulls, cataloging and requested product inventories beyond course of standard warehouse activity.

30 days of no charge for orders under \$25,000



## Award Summary

Herman Miller – Office Furniture, Accessories, and Installation Services Award

Initial Award Term: May 27, 2020 – May 27, 2025

Remaining Renewals: One (1) Five (5) year renewal period

Projects over \$25,000 requiring storage under 30 days due to end user installation delays will be charged for costs associated with the large amount of storage and extra handling. This amount is quoted since there are many project specific factors which impact the cost. Dealerships will do everything possible to minimize these storage costs to the University. Available options will be reviewed taking into account the timing and location of the project to minimize this cost to the University.

Over 30 days of storage is billed per month or section of a month, with quotes for known longer storage periods.

Storage is focused on furniture, no other items (appliances, electronics, computers, etc.).

No volatile or hazardous materials to be stored or handled.

**Return Policy:** Due to the customization and variety of applications, requests to return product, outside of warranty situations, are not typically authorized. Any product returned requires the written authorization from Herman Miller.

**Warranty:** Herman Miller will comply with the terms and reimburse dealers for labor costs associated with the repair. Labor charges are subject to approval if there is over 2 hours of travel time or the labor charge exceeds \$500.00. Depending on the circumstances and complexity of the repair, Herman Miller may elect to send a field service technician to assess the problem and resolution.

### **Design Services**

**Design Services:** Our Design team experts are available for University Projects. From initial meeting through project completion our team will provide valuable assistance including: Work closely with the University to develop furniture solutions which meet aesthetic vision and budget constraints. Recommend solutions which meet criteria, for example: budget, durability, flexibility, ADA adaptability, clean ability, ease of maintenance, flexibility, etc. Verify field dimensions to ensure correct placement. Track and record furniture selections and finish choices to ensure an accurate specification. Confirm all quantities and sizes to ensure order accuracy.

## Award Summary

Herman Miller – Office Furniture, Accessories, and Installation Services Award

Initial Award Term: May 27, 2020 – May 27, 2025

Remaining Renewals: One (1) Five (5) year renewal period

Design services are included free of charge for an initial furniture layout and initial finish selection. Also, two revisions to the initial layout and finish selection will be provided.

Design services will be at a cost of \$85 without furniture purchased. Cost per hour for each licensed interior designer.

### **Project Management Services**

Our dealer project managers are capable of handling the above list and can be on-site as needed. Project management services encompass the coordination of all phases of a project, including planning, organizing, directing, and controlling resources to fulfill contract-furniture sales within an established scope of work.

Project  
Manager

Project Management services will be provided free of charge with furniture purchased

Project Management services are \$85 per hour

AutoCad      \$0 cost for use of AutoCad

### **Contact Information**

University Contacts for Award Questions:

Award Contact: **Graham LaMontagne**  
**217-300-6452**  
[Graham42@uillinois.edu](mailto:Graham42@uillinois.edu)

Secondary  
Contact: **Kayci Puckett**  
**217-244-9177**  
[kbohlen@uillinois.edu](mailto:kbohlen@uillinois.edu)

## Award Summary

Herman Miller – Office Furniture, Accessories, and Installation Services Award

Initial Award Term: May 27, 2020 – May 27, 2025

Remaining Renewals: One (1) Five (5) year renewal period

Herman Miller contacts:

### **Additional Support Contacts for IPHEC:**

Customer Service Rep:	<b>Dawn Mellberg</b> <b>616.654.5937</b> <a href="mailto:dawn_mellberg@hermanmiller.com">dawn_mellberg@hermanmiller.com</a>
Back-up Customer Service Rep:	<b>Mavis Footman</b> <b>616.654.5520</b> <a href="mailto:mavis_footman@hermanmiller.com">mavis_footman@hermanmiller.com</a>
Customer Service Manager:	<b>Steve Slater</b> <b>616.654.3610</b> <a href="mailto:steve_slater@hermanmiller.com">steve_slater@hermanmiller.com</a>

Award Summary

Herman Miller – Office Furniture, Accessories, and Installation Services Award

Initial Award Term: May 27, 2020 – May 27, 2025

Remaining Renewals: One (1) Five (5) year renewal period

**Dealerships**

Herman Miller Inc.
--------------------

**Chicago State University**

Interior Investments, Chicago, IL  
Bradley Holway  
224.775.2045  
bholway@interiorinvestments.com

**Eastern Illinois University**

Widmer, Inc., Bloomington, IL  
Laura Sammer  
309.454.7888  
lsammer@widmerinteriors.com

**Governors State University**

Interior Investments, Chicago, IL  
Bradley Holway  
224.775.2045  
bholway@interiorinvestments.com

**Illinois State University**

Widmer, Inc., Bloomington, IL  
Stan Wing  
309.454.7888  
swing@widmerinteriors.com

**Northeastern Illinois University**

Interior Investments, Chicago, IL  
Bradley Holway  
224.775.2045  
bholway@interiorinvestments.com

Award Summary

Herman Miller – Office Furniture, Accessories, and Installation Services Award

Initial Award Term: May 27, 2020 – May 27, 2025

Remaining Renewals: One (1) Five (5) year renewal period

**Northern Illinois University**

Widmer Interiors, Inc., Rockford, IL  
Becky Beary  
815.395.7266  
bbeary@widmerinteriors.com

**Southern Illinois University School of  
Medicine, Springfield**

Wiley Office Furniture, Springfield, IL  
Diane Beauchamp  
217.544.2766  
diane.beauchamp@wileyoffice.com

**Southern Illinois University, Carbondale**

Wiley Office Furniture, Springfield, IL  
Zach Hoffman  
217.544.2766 x3032  
Zach.hoffman@wileyoffice.com

**Southern Illinois University, Edwardsville**

Wiley Office Furniture, Springfield, IL  
Zach Hoffman  
217.544.2766 x3032  
Zach.hoffman@wileyoffice.com

**University of Illinois, Urbana-Champaign**

Widmer, Inc., Bloomington, IL  
Kathy Nichol  
309.454.7888  
knichol@widmerinteriors.com

**University of Illinois, Chicago**

Interior Investments, Chicago, IL  
Bradley Holway  
224.775.2045  
bholway@interiorinvestments.com

Award Summary

Herman Miller – Office Furniture, Accessories, and Installation Services Award

Initial Award Term: May 27, 2020 – May 27, 2025

Remaining Renewals: One (1) Five (5) year renewal period

**University of Illinois, Springfield**

Wiley Office Furniture, Springfield, IL

Zach Hoffman

217.544.2766 x3032

Zach.hoffman@wileyoffice.com

**Western Illinois University**

Widmer Interiors, Inc., Peoria, IL

Megan Drendel

309-439-9139

mdrendel@widmerinteriors.com