

Award Summary

OFS Brands Inc. – 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: OFS Brands Inc.

	Average Discount	Category	*Varies by tier, delivery, setup, installation
Price/Discounts:	59.00%	Collaboration Systems	
	56.33%	Office Systems/Case Goods	
	56.33%	Storage	
	55.00%	Lounge	
	55.00%	Medical	
	55.00%	Classroom	
	55.00%	Residential	
	55.00%	Auditorium	
	55.00%	Desks	
	55.00%	Tables	

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55.00%	Seating
55.00%	Accessories
	Textiles & Finishes
	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: OFS agrees to no minimum quantities / orders

Substitution of Items: OFS strives to notify dealers and representatives at least 90 days before any products are discontinued. OFS will not solicit the substitution of products that cost more but offer no functional advantage or which are offered solely for the convenience of the Vendor. OFS will provide product information and pricing for all available alternates. Once OFS receives the written approval to move forward with the approved replacement selection, OFS will produce and invoice for the product at the price reflected in the latest approval or sign-off.

Place Orders with:

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

- All purchase orders placed for furniture, accessories or services, by the IPHEC participating Universities, will be placed with the awardees, who

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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 responsibility of the awardees, not their local dealership.

Payment Terms: N/A

Delivery Terms: All shipments are F.O.B. point of shipment, freight prepaid and allowed, excluding surcharges.

Partial Shipments: In the event that IPHEC members require OFS to split orders into separate partial shipments, OFS requires that the purchase orders clearly indicate the line item products to be split and the delivery addresses & dates required. OFS Order Entry will then enter and acknowledge separate orders as directed. Note that any special handling charges will be applied on each partial shipment order separately.

Section 5.5.3.1. etc.

	Cost	Detail
Delivery w/Set-up	\$175/hour per man NTE	
	Cost	Detail
Delivery w/Installation	\$175/hour per man NTE	
	Cost	Detail
Disassembly w/installation	\$175/hour per man NTE	

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	Cost	Detail
Disassembly and relocation	\$175/hour per man NTE	
Warehousing Services:		<p>If a shipment is held beyond fourteen (14) calendar days after the order is ready for shipment at your request, a .067% per day (2% per month) storage charge will be assessed. The effective date will be fourteen (14) calendar days after the order is ready for shipment, as long as this date is after the acknowledged ship date. Further, the prices applied to the order will be those prices in effect at time of shipment.</p> <p>\$2.00 per square foot per week / labor to move product at rates shown for installation</p>
Return Policy:		<p>OFS agrees to the requirement with the following exceptions: Products that are made-to-order will be excluded. Those may include: ○Products not found in commercial price-lists ○Products that contain color, finish or material options that are selected by the University (unless made to the wrong specification by OFS).●Any products that are considered furniture components to a configuration (frequently private office or open plan) are excluded due to the fact that the item would not be sold individually as furniture or as an accessory item. An example would be parts originally purchased as a component of a complete set-up or suite. OFS will determine whether to pay for shipping costs or if the product will be picked up by a dealer.</p>
Warranty:		<p>Warranty does not cover: ●Natural variations in color, grain, or texture of wood, leather and other textiles over which OFS and Carolina has no control. Normal aging and wear of textiles, filling materials and finishes are exempted from this warranty. Textile color matching, textile puddling, fastness of colors or wearing qualities of any material.● Slight differences in textile color due to supplier dye lot differences on large orders or on repeat orders placed at later dates from the original order.● Labor and service not covered under warranty.● Customer’s Own Material (COM/COV/COL) is not covered by the textiles warranty. Any warranty claims for these upholstery materials will fall to the original vendor of the textile. With a broad spectrum of harsh cleaning agents used by facilities, it is recommended that the owner test each textile selection with their specific cleaning methods before</p>

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ordering. • OFS or Carolina products or components attached in some manner to any other manufacturer's products or components (i.e. OFS conference tops to another manufacturer's base). • Damage caused by a transportation company. • Damage created by loading file drawers with anything other than hanging files. • Freight or other shipping charges on returned product or parts, labor and service.

Design Services

Design Services: Response OFS relies on our Authorized Dealers to provide design services when desired. OFS does maintain in house design and engineering departments that can assist with or provide the "critical hold dimensions" as requested.

\$75/hour with or without furniture purchases

Project Management Services

Project Manager Project Management is primarily performed by the OFS Authorized Dealer with factory support from the OFS family. Dealer may offer that service through Expanded Installation product discounts, or through our not-to-exceed hourly rates.

\$175/hour without furniture purchases

AutoCad \$1,610 per year or published cost

Contact Information

University Contacts for Award Questions:

Award Contact: **Graham LaMontagne**
217-300-6452
Graham42@uillinois.edu

Secondary Contact: **Kayci Puckett**
217-244-9177
kbohlen@uillinois.edu

Supplier Contacts

Please see below

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Dealership Information

Please see below

OFS Brands Inc. contacts:

Additional Support Contacts for IPHEC:

Customer Service Rep: **Emily Fleck**
866-637-9328 ext. 7116
efleck@ofs.com

Back-up Customer Service Rep: **Gabby Rasche**
866-637-9328 ext. 7060
grasche@ofs.com

Customer Service Manager: **Lisa Kern**
800-521-5381 ext.7253
lkern@ofs.com

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Dealerships

Chicago State University

OFS Brands Inc
Interior Investments, Lincolnshire, IL
Lyle Wells
847-302-0029
lwells@interiorinvestments.com

Eastern Illinois University

Stocks Office Furniture,
Champaign, IL
Gail Hug
217-359-1661
gail@stocks-inc.com

Governors State University

Stocks Office Furniture,
Champaign, IL
Rachel Bohlmann
217-359-1661
rachel@stocks-inc.com

Illinois State University

Lincoln Office, Washington, IL
Joel Ramseyer
309-826-5109
ramseyerj@lincolnooffice.com

Henricksen, Peoria, IL
Barb Mishler
309-253-4004
b.mishler@henricksen.com

Northeastern Illinois University

Interiors for Business, Batavia, IL
Anne Yardley
312-925-6944
ayardley@interiorsforbusiness.com

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Northern Illinois University

Henricksen, Itasca, IL
Sandy Gagliano
630-250-9090
s.gagliano@henricksen.com

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

Resource One, Springfield, IL
Chris Davis
217-753-5709
CDavis2@resourceoneoffice.com

Southern Illinois University, Carbondale

Stiles Office Solutions, Inc.,
Carbondale, IL
Becky Phillips
618-529-4950
bphillips@stilesos.com

Southern Illinois University, Edwardsville

Louer Facility Planning, Inc.,
Collinsville, IL
Jane Louer
618-344-9620 jlouer@louerplan.com

University of Illinois, Urbana-Champaign

Stocks Office Furniture,
Champaign, IL
Lisa McNabney-Wolf / Terry Martin
217-359-1661
lisa@stocks-inc.com
terry@stocks-inc.com

University of Illinois, Chicago

Interior Investments, Chicago, IL
Lyle Wells
847-302-0029
lwells@interiorinvestments.com

Ellison Group, Chicago, IL
Mary Ellison
773-909-9000
mary@ellisongroup.com

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University of Illinois, Springfield

Resource One, Springfield, IL
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Western Illinois University

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