

City of Charlotte North Carolina

Request for Proposals

Attention: Genetta N. Carothers

Knoll, Inc.

**Furniture, Installation and Related Products and
Services**

RFP # 269-2019-105

(COPY)

Knoll

August 6, 2019

Table of Contents

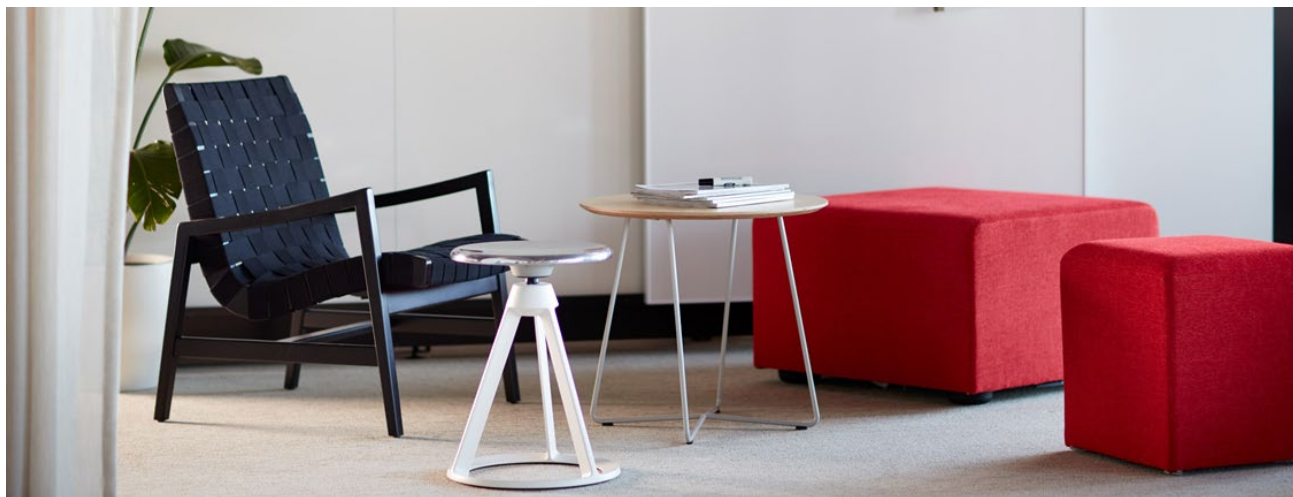
+ Cover letter

+ Proposed Solution

+ Forms

- Request for Proposals Acknowledgement – Section 7, Form 1
- Addenda Receipt Confirmation - Section 7, Form 2
- Proposal Submission - Section 7, Form 3
- Pricing Worksheet - Section 7, Form 4
- MWSBE Utilization - Section 7, Form 5
- Company's Background Response - Section 7, Form 6
- References - Section 7, Form 7
- Certification Regarding Debarment, Suspension and Other Responsibility Matters - Section 7, Form 8
- Byrd Anti-Lobbying Certification - Section 7, Form 9
- Environmental Purchasing Responses - Section 7, Form 10
- OMNIA Partners - Response for National Cooperative Contract - Section 8, Exhibit A
- OMNIA Partners - Administrative Agreement, Example - Section 8, Exhibit B
- OMNIA Partners - Federal Funds Certifications - Section 8, Exhibit F
- OMNIA Partners - Ownership Disclosure Form - Section 8, Exhibit G, Doc #1
- OMNIA Partners - Non-Collusion Affidavit - Section 8, Exhibit G, Doc #2
- OMNIA Partners - Affirmative Action Affidavit - Section 8, Exhibit G, Doc #3
- OMNIA Partners - Political Contribution Disclosure Form - Section 8, Exhibit G, Doc #4
- OMNIA Partners - Stockholder Disclosure Certification - Section 8, Exhibit G, Doc #5
- OMNIA Partners - Certification of Non-Involvement in Prohibited Activities in Iran - Section 8, Exhibit G, Doc #6
- OMNIA Partners - New Jersey Business Registration Certificate - Section 8, Exhibit G, Doc #7

+ Exceptions to the Remainder of the RFP, including the Sample Contract in Section 9





Cover Letter

1050 K Street, NW
2nd Floor
Washington, DC 20001

Wayne McDorman
Director, Government Sales Northeast
703-501-4855
wmcorman@knoll.com

August 5, 2019

Genetta N. Carothers
City of Charlotte
City Procurement
600 East 4th Street, CMGC, 9th Floor
Charlotte, NC 28202

Subject: RFP # 269-2019-105



Dear Ms. Carothers:

Knoll is pleased to submit the enclosed response to the City of Charlotte, North Carolina and all State, Local Governments, Nonprofit organizations, School Districts and Higher Education institutions in the United States of America.

Knoll is providing pricing in five categories of the product requirements requested in your RFP. 1) Systems Furniture, 2) Freestanding Furniture, 3) Seating / Chairs, 4) Soft Seating, and 5) Filing Systems, Storage and Equipment. As we have in the past, in competitive situations, Knoll will offer more aggressive pricing for any size opportunity.

Our installation prices for the Sample Project are based on a Drop Ship product price and an hourly rate for Installation Services. Workstation and Private Office installation amounts can be found under Expanded Installation. The Conference Room, Break Room, Collaboration and Lounge Area spaces can be found under Basic Installation.

Our exceptions to the Administrative Agreement and the Sample Contact have been highlighted in yellow and can be found under the tab marked Exceptions.

In Section 7, Form 6 we identified our City of Charlotte team. The team members will be responsible for all Knoll work done within the City.

1050 K Street, NW
2nd Floor
Washington, DC 20001

Wayne McDorman
Director, Government Sales Northeast
703-501-4855
wmcorman@knoll.com

August 5, 2019

Genetta N. Carothers
City of Charlotte
City Procurement
600 East 4th Street, CMGC, 9th Floor
Charlotte, NC 28202

Subject: RFP # 269-2019-105



All correspondences pertaining to the OMNIA Contract should be directed to:

Andrew Pierce
Director, Contracting
Knoll, Inc.
1235 Water Street
East Greenville, PA 18041
Tel 215-679-1830
Mobile 267-382-7618
Fax 215-679-1909
apierce@knoll.com

Sincerely,

A handwritten signature in black ink, appearing to read "Wayne McDorman".

Wayne McDorman
Director, Government Sales

Proposed Solutions



Proposed Solutions

OMNIA / City of Charlotte RFP

Proposed Solution

Knoll offers an unmatched array of products, which combine a Modernist aesthetic with residential appeal. We are a constellation of people, collaborators, products and brands, united by a rigorous process, shared experience and a distinct modern sensibility. Our strength in office systems, seating, furniture, textiles, and architectural and acoustical elements allows us to compose integrated solutions that draw on our comprehensive range of products that work together seamlessly and solve for the entire workplace.

Knoll offers thoughtful, inventive products that respond to individual work styles and transcend multiple generations. Our furniture, accessories, textiles, and other products stimulate the senses and allow organizations to express their brand and reflect their mission and values. We connect professionals to their work environment. While knowledge from the past can be used to serve our customers today, our spirit and methodology are—and have always been—forward-looking. We continually evaluate technologies, assess new materials, and test new processes.

The categories identified in Section 4—Systems Furniture, Freestanding Furniture, Seating, Soft Seating, Filing Storage and Equipment—dovetail perfectly with our constellation of products. Our Systems Furniture can be supported by panels or be freestanding in open plan as well as private office environments. Our Systems Furniture is always designed to be backwards compatible; as we design and manufacture new systems components, we ensure they connect functionally and aesthetically with existing product.

Our vast ergonomic seating and side chair selection allows customers to address all areas of their environment at multiple price levels. Our Rockwell Unscripted and Muuto collections are comprised of a significant amount of Soft Seating. The scope of our open plan and freestanding storage offerings are unsurpassed in the industry. We offer a variety of height-adjustable tables with features to address varying needs and price points.

Taken together, our solutions can help you furnish your entire work environment, while giving your staff the flexibility to adapt the workspace to suit the demands of the work at hand. This level of control, provided through our powerful kit of parts and comprehensive suite of complementary products, helps spark engagement and innovation.

4.2 *Product Standards and Guidelines*

Knoll only offers new products of modern design and compatible with the latest technology. Our offerings are manufactured to the highest industry standards for quality, safety, and sustainability. We adhere to all U.S. safety standards recognized by the relevant councils and organizations.

4.3 *Pricing*

Knoll is very supportive of cooperative purchasing agreements. The additional combined purchase volume reduces our manufacturing costs, allowing us to offer lower prices to all participating agencies.

The not-to-exceed firm percentage discount from list price per product line is an easy-to-understand pricing structure embraced by our sales teams. Additional discounting can be requested at any volume level on any product line.

Proposed Solutions

OMNIA / City of Charlotte RFP

Proposed Solution

The Delivery, Design, Installation, Project Management / Asset Management criteria outlined in the RFP works well in practice, and is already familiar to our sales teams. We will provide a price range for Union and Non-Union projects nationwide.

Knoll certifies our licensed dealerships; we do not certify individual furniture installers or furniture installation companies. Our dealers are required to send their furniture installers (employees and contractors) to a two-day seminar consisting of hands-on training with Knoll products under the supervision of our Field Services personnel. The seminars are held quarterly at our headquarters in East Greenville, PA. The Knoll warranty does not apply to products not installed by, or under the auspices of, a Knoll Dealer.

4.4 Price Adjustments

Our quoted prices will remain fixed through December 31, 2020. In the event of unforeseen increases in the cost of materials or labor, Knoll may request a price adjustment in writing with documentation for the cost of our products.

4.5 Environmental Purchasing Requirements

Sustainable design is a key component of Knoll's environmental focus. Our commitment to social responsibility and a healthy environment has prompted us to articulate our long-standing environmental programs in detail. With encouragement and support from our colleagues in the industry, we have re-energized our focus on such initiatives as life cycle analysis and helping our clients achieve LEED certification. Knoll is proud to have contributed to numerous projects that have received LEED certification from the U.S. Green Building Council.

For an overview of the Knoll approach to environmental stewardship, please visit the following page on our website: <https://www.knoll.com/story/discover-knoll/knoll-and-sustainable-design>

For details on how Knoll products help our clients achieve LEED certification for their projects, as well as information on the entire range of environmental certifications our brands have achieved, please visit the following page on our website: <https://www.knoll.com/story/discover-knoll/knoll-and-sustainable-design>

Please see Section 7, Form 10

4.6 Safety

Knoll, and all Knoll subcontractors performing Services for the City of Charlotte and Participating Agencies, will comply with all applicable safety and health standards, rules and regulations.

4.8 Warranty

Our warranty period starts on the date of shipment. Warranty orders are routed to a dedicated Service Order Team for review and order placement. Warranty orders for all standard products are processed, produced and shipped within ten (10) business days.

Proposed Solutions

OMNIA / City of Charlotte RFP

Proposed Solution

4.8 Warranty

Knoll's policy for product continuum applies to replacement parts as well the life expectancy of our furniture. We develop and enhance components that fully integrate, and are compatible with, current product lines. One of our overarching priorities is to ensure our products do not become obsolete. We design and manufacture our product lines to meet current workplace demands, while also building in the flexibility to meet the needs of future technological developments. Should a product, fabric or finish be discontinued, a Knoll associate will assist with the selection of a compatible product, fabric, or finish of equal or superior value and function.

Forms



Section 7 Required Forms

REQUIRED FORM 2 – ADDENDA RECEIPT CONFIRMATION

RFP # 269-2019-105

FURNITURE, INSTALLATION AND RELATED PRODUCTS AND SERVICES

Please acknowledge receipt of all addenda by including this form with your Proposal. All addenda will be posted to the NC IPS website at www.ips.state.nc.us and the City's Contract Opportunities Site at <http://charlottenc.gov/DoingBusiness/Pages/ContractOpportunities.aspx>.

ADDENDUM #:

Addendum #1
Addendum #2
Addendum #3

DATE ADDENDUM DOWNLOADED FROM NC IPS:

July 8, 2019
July 12, 2019
July 18, 2019

I certify that this proposal complies with the Specifications and conditions issued by the City except as clearly marked in the attached copy.

Wayne McDorman
(Please Print Name)

Date

Authorized Signature

Director Government Sales
Title

Knoll, Inc.
Company Name

Section 7

Required Forms

REQUIRED FORM 3 – PROPOSAL SUBMISSION FORM

RFP # 269-2019-105

FURNITURE, INSTALLATION AND RELATED PRODUCTS AND SERVICES

This Proposal is submitted by:

Company Name: Knoll, Inc.

Representative (printed): Wayne McDorman

Address: 1050 K Street, NW

City/State/Zip: Washington, DC 20001

Email address: wmcdorman@knoll.com

Telephone: 703-501-4855
(Area Code) Telephone Number

Facsimile: 202-973-0467
(Area Code) Fax Number

The representative signing above hereby certifies and agrees that the following information is correct:

1. In preparing its Proposal, the Company has considered all proposals submitted from qualified, potential subcontractors and suppliers, and has not engaged in or condoned prohibited discrimination.
2. For purposes of this Section, discrimination means discrimination in the solicitation, selection, or treatment of any subcontractor, vendor or supplier on the basis of race, ethnicity, gender, age or disability or any otherwise unlawful form of discrimination. Without limiting the foregoing, discrimination also includes retaliating against any person or other entity for reporting any incident of discrimination.
3. Without limiting any other provision of the solicitation for proposals on this project, it is understood and agreed that, if this certification is false, such false certification will constitute grounds for the City to reject the Proposal submitted by the Company on this Project and to terminate any contract awarded based on such Proposal.
4. As a condition of contracting with the City, the Company agrees to maintain documentation sufficient to demonstrate that it has not discriminated in its solicitation or selection of subcontractors. The Company further agrees to promptly provide to the City all information and documentation that may be requested by the City from time to time regarding the solicitation and selection of subcontractors. Failure to maintain or failure to provide such information constitutes grounds for the City to reject the bid submitted by the Company or terminate any contract awarded on such proposal.
5. As part of its Proposal, the Company shall provide to the City a list of all instances within the past ten years where a complaint was filed or pending against the Company in a legal or administrative proceeding alleging that the Company discriminated against its subcontractors, vendors or

Section 7

Required Forms

suppliers, and a description of the status or resolution of that complaint, including any remedial action taken.

6. The information contained in this Proposal or any part thereof, including its Exhibits, Schedules, and other documents and instruments delivered or to be delivered to the City, is true, accurate, and complete. This Proposal includes all information necessary to ensure that the statements therein do not in whole or in part mislead the City as to any material facts.
7. None of Company's or its subcontractors' owners, employees, directors, or contractors will be in violation of the City's Conflict of Interest Policy for City, Secondary and Other Employment Relationships (HR 13) if a Contract is awarded to the Company.
8. It is understood by the Company that the City reserves the right to reject any and all Proposals, to make awards on all items or on any items according to the best interest of the City, to waive formalities, technicalities, to recover and resolicit this RFP.
9. This Proposal is valid for one hundred and eighty (180) calendar days from the Proposal due date.

I, the undersigned, hereby acknowledge that my company was given the opportunity to provide exceptions to the Sample Contract as included herein as Section 9. As such, I have elected to do the following:

☐ Include exceptions to the Sample Contract in the following section of my Proposal: _____

☐ Not include any exceptions to the Sample Contract.

I, the undersigned, hereby acknowledge that my company was given the opportunity to indicate any Trade Secret materials or Personally Identifiable Information ("PII") as detailed in Section 2.6.2. I understand that the City is legally obligated to provide my Proposal documents, excluding any appropriately marked Trade Secret information and PII, upon request by any member of the public. As such, my company has elected as follows:

☐ The following section(s) of the of the Proposal are marked as Trade Secret or PII: _____

☐ No portion of the Proposal is marked as Trade Secret or PII.

Representative (signed): _____

1. **(REVISED 7-18-19) Furniture Categories and Other Related Products:** Company must identify the manufacturer's list price catalog name with the edition number and/or date. Company may insert rows to add product lines per category and incorporate tiered discounts. Company must insert the **fixed** percentage discount of the manufacturer's list price for each delivery option in the table below:

Fixed (%) Percentage Discount off the Manufacturer's List Price			
Category	Insert the Verifiable Manufacturer's List Price Catalog Name with the Edition Number and/or Date	Drop Ship	Inside Delivery
Systems Furniture	Antenna Workspaces, Date: March 2019	68.5%	65.5%
Systems Furniture	AutoStrada, Date: March 2019	68.5%	65.5%
Systems Furniture	Currents, Date: March 2019	68.5%	65.5%
Systems Furniture	Dividends Horizon, Date: March 2019	68.5%	65.5%
Systems Furniture	ReffProfiles Vol I: 26_1/2" Planning, Date: March 2019	68.5%	65.5%
Systems Furniture	ReffProfiles Vol II: 28_3/8" Planning, Date: March 2019	68.5%	65.5%
Systems Furniture	Series 2, Date: March 2019	68.5%	65.5%
Freestanding Furniture	DatesWeiser, Date: January 2018	41.0%	38.0%
Freestanding Furniture	k. bench, Date: March 2019	68.5%	65.5%
Freestanding Furniture	k. stand, Date: March 2019	68.5%	65.5%
Freestanding Furniture	KnollExtra, Date: March 2019	59.5%	56.5%
Freestanding Furniture	KnollStudio Volume I, Date: March 2019	52.5%	49.5%
Freestanding Furniture	KnollStudio Volume II, Date: March 2019	52.5%	49.5%
Freestanding Furniture	KnollStudio (Pixel), Date: March 2019	57.0%	54.0%
Freestanding Furniture	Muuto, Date: Q2 2019	23.0%	20.0%
Freestanding Furniture	Rockwell Unscripted, Date: March 2019	57.5%	54.5%
Freestanding Furniture	Tone, Date: March 2019	68.5%	65.5%
Freestanding Furniture	Upstart, Date: March 2019	68.5%	65.5%
Seating / Chairs	Office Seating (Chadwick Seating, k. task, Remix, Life, Generation, Regeneration, Multigeneration), Date: March 2019	59.5%	56.5%
Seating / Chairs	Office Seating (Moment, Ollo), Date: March 2019	52.0%	49.0%
Soft Seating	k. lounge, Date: March 2019	57.0%	54.0%
Filing Systems, Storage & Equipment	Anchor, Date: March 2019	68.5%	65.5%
Filing Systems, Storage & Equipment	Calibre, Date: March 2019	59.5%	56.5%
Filing Systems, Storage & Equipment	Template, Date: March 2019	68.5%	65.5%
Library Furniture	Not Applicable		
Auditorium/Theater Fixed Seating	Not Applicable		
Other Related Products	Insert the Verifiable Manufacturer's List Price Catalog Name with the Edition Number and/or Date	Drop Ship	Inside Delivery
Renewal / Replacement Parts	24 Response, Date May 2019	40.0%	n/a

3. REVISED 7-18-19 - Additional Services and Solutions: Company must insert a **fixed monthly rate or a monthly rate range** for all available options for storage in the table below. Company may insert additional rows as necessary.

Additional Services & Solutions	Standard Fixed Monthly Rate	Monthly Rate / ft²	Monthly Rate / ft³
Storage	\$1.65/sq ft.	\$	\$

4. Pricing Incentives and Rebates: Company must define the tier and add rows as required. Please identify any incentives and rebates offered based on volume, dollar amounts, or other criteria below:

Incentives / Rebates Description	Amount or Percentage
N/A	N/A

Pricing Worksheet – Section 7, Form 4

(REVISED 7-18-19) SECTION 7 - REQUIRED FORM 4 – PRICING WORKSHEET, RFP # 269-2019-105 FURNITURE, INSTALLATION AND RELATED PRODUCTS AND SERVICES

5. Payment Terms:

Net 30 Days

6. Delivery: Company must state the normal delivery time (in calendar days) and any options for expediting delivery.

Knoll's product lead time is impacted by a number of influencers such as order volume, plant capacity and raw material availability. As a result, product lead time will fluctuate throughout the life of the contract. Please note incoming customer orders will be assigned the lead time in effect at the time of order placement. Knoll is guaranteeing product will ship within 90 days after receipt of a clean order as part of the contract. Lead times are posted on the Knoll website and readily available to Knoll Sales Associates and dealer sellers. Knoll Lead Time matrix is a representative sample of the lead time format utilized by Knoll. Lead times are updated on a weekly basis.

Expedited Delivery

Knoll Essentials, conceived for Knoll Dealers and their clients, is a Knoll program focusing on easy-to-order, specially selected, high performance products from the broad range of Knoll office furnishings.

The Knoll Essentials portfolio is comprised of Office Seating, Tables and Desks, KnollExtra Accessories, Files and Storage, Open Plan Offices, Private Offices and Reception and Lounge. For complete details - Supplemental Information Section 7, Form 4: Knoll Lead Times.

Additional information about Knoll Essentials is found in the Knoll Essentials catalogue and on Knoll.com.

7. Warranty: Company must detail the following:

a. Applicable warranty and/or guarantees of furniture and installations including any conditions and response time for repair and/or replacement of any components during the warranty period.

Warranty orders are routed to a dedicated Service Order Team for review and order placement. Warranty orders for all standard products are processed, produced and shipped within (10) business days.

See Knoll Warranty for complete details – Supplemental Information Section 7, Form 4: Knoll Warranty.

b. Warranty period start date. The City of Charlotte desires the warranty start at the time of substantial completion.

Knoll's warranty starts on date of shipment. See Warranty for complete details - Supplemental Information Section 7, Form 4: Knoll Warranty.

Pricing Worksheet – Section 7, Form 4

(REVISED 7-18-19) SECTION 7 - REQUIRED FORM 4 – PRICING WORKSHEET, RFP # 269-2019-105 FURNITURE, INSTALLATION AND RELATED PRODUCTS AND SERVICES

c. Availability of replacement parts.

With a valid contract, replacement parts can be purchased in any quantity. Replacement part lead times and availability will vary depending on product line and specifications.

However, select parts and components are available in our hotline catalogue. Also known as 24/24 Response, hotline offers the ability to order critical parts for shipment within 24 hours from the time the order is received. This program includes commonly used brackets, connectors, hardware, and accessories and can support critical installations and reconfiguration projects.

d. Life expectancy of furniture under normal use.

Knoll's policy for product continuum applies to replacement parts as well the life expectancy of our furniture. We develop and enhance components that fully integrate and are compatible with current product lines. Knoll's plan is not to obsolete product lines but to bridge the future needs of the technology into current product lines and add "universal" product offerings. Should a product, fabric or finish be discontinued, a Knoll associate will assist with the selection of a compatible product, fabric, or finish of equal or superior value and function.

e. Detailed information as to proposed return policy on all furniture.

Purchase orders may not be changed or cancelled, in whole or in part, without prior written consent of Knoll. Changes may affect delivery dates. Expenses incurred because of changes shall be charged to the customer. In the event of cancellations, the customer will be liable for reasonable cancellation charges established by Knoll. Orders for special Product, orders including "COM" material and orders pursuant to expedited delivery programs, may not be canceled.

The return of Products without a written authorization by Seller shall not be accepted. To receive authorization for Product return, please call Knoll Customer Service. All Products that are returned pursuant to a valid authorization shall be subject to a twenty-five percent (25%) of list restocking charge. Products not currently offered for sale by Seller (including COM) shall not be authorized for return. All returned Products must be unused, in original condition and in the original Seller packing cartons. No refund or credit shall be given for damaged Products.

REVISED ADDENDUM 3 - ADDITIONAL SERVICES AND SOLUTIONS
COMPANY MUST SUBMIT IN HARD COPY AND EXCEL FORMAT ON FLASH DRIVE

Basic Installation - Normal Hours	See Fixed % Knoll Installation Discount Matrix - Supplemental Information Section 7, Form 4: Knoll Installation Discount Matrix
Basic Installation - After Hours	See Fixed % Knoll Installation Discount Matrix - Supplemental Information Section 7, Form 4: Knoll Installation Discount Matrix
Expanded Installation - Normal Hours	See Fixed % Knoll Installation Discount Matrix - Supplemental Information Section 7, Form 4: Knoll Installation Discount Matrix
Expanded Installation - After Hours	See Fixed % Knoll Installation Discount Matrix - Supplemental Information Section 7, Form 4: Knoll Installation Discount Matrix

[illegible][illegible]

REVISED ADDENDUM 3 - ADDITIONAL SERVICES AND SOLUTIONS
COMPANY MUST SUBMIT IN HARD COPY AND EXCEL FORMAT ON FLASH DRIVE

UNION OPTION 2 - Company must submit a **fixed hourly rate or an hourly rate range** per state for each type of installation and other additional services and solutions in the table below. Company may insert additional rows as necessary for any additional services and solutions offered by the Company.

[illegible]

UNION OPTION 2 - Company must submit a **fixed hourly rate or an hourly rate range** per state for each type of installation and other additional services and solutions in the table below. Company may insert additional rows as necessary for any additional services and solutions offered by the Company.

[illegible]

REVISED 7-18-19 - SAMPLE PROJECT A - CONFERENCE ROOM

A - Conference Room							Drop Ship			Inside Delivery		
Category	Product Description	Vendor Product Number	Manufacturer Name	Unit of Measure	Qty	Manufacturer List Price	Fixed % Discount	Unit Price	Extended Price	Fixed % Discount	Unit Price	Extended Price
Freestanding Furniture	Table Power Center Outlet, 3 Power/1 Dual USB/1 Data (311), 72L Cordset, Black Housing and Bracket	RDOTP31172BB	Knoll, Inc.	ea.	2	\$642.00	68.5%	\$202.23	\$ 404.46	65.5%	\$ 221.49	\$ 442.98
Freestanding Furniture	Center Support Cover, Flat, 9D, 28-3/8" high leg	ROTAF12	Knoll, Inc.	ea.	2	\$126.00	68.5%	\$39.69	\$ 79.38	65.5%	\$ 43.47	\$ 86.94
Freestanding Furniture	Raceway Cover, Outlets Both Sides, 18W 3H	ROTRC18D	Knoll, Inc.	ea.	2	\$102.00	68.5%	\$32.13	\$ 64.26	65.5%	\$ 35.19	\$ 70.38
Freestanding Furniture	Power Harness, 2+2, 2 Duplex Outlets Per Side, 12W 2D 2H	ROTRE12	Knoll, Inc.	ea.	2	\$188.00	68.5%	\$59.22	\$ 118.44	65.5%	\$ 64.86	\$ 129.72
Freestanding Furniture	Infeed, 2+2 Modular Base Infeed, 85W 2 1/8D 2-3/8H	ROTRIE	Knoll, Inc.	ea.	1	\$209.00	68.5%	\$65.84	\$ 65.84	65.5%	\$ 72.11	\$ 72.11
Freestanding Furniture	Jumper Cable, 2+2, 36W	ROTRJE36	Knoll, Inc.	ea.	1	\$141.00	68.5%	\$44.42	\$ 44.42	65.5%	\$ 48.65	\$ 48.65
Freestanding Furniture	Power Rail Mounting Brackets (pair)	ROTRM	Knoll, Inc.	ea.	2	\$98.00	68.5%	\$30.87	\$ 61.74	65.5%	\$ 33.81	\$ 67.62
Freestanding Furniture	Power Center Grommet	RPCG	Knoll, Inc.	ea.	2	\$177.00	68.5%	\$55.76	\$ 111.51	65.5%	\$ 61.07	\$ 122.13
Freestanding Furniture	Meeting Table, Standing Height, 120Wx54D, 28-3/8H 4x4 Legs, horizontal grain direction, Power Center Grommet Both End, Core Laminate	H10242	Knoll, Inc.	ea.	1	\$9,985.00	68.5%	\$3,145.28	\$ 3,145.28	65.5%	\$ 3,444.83	\$ 3,444.83
Seating / Chairs	Chadwick Task Chair, with fixed arms, black frame, basic control, standard cylinder, no lumbar, with hard casters	33FA1BKBSXHC	Knoll, Inc.	ea.	10	\$1,128.00	59.5%	\$456.84	\$ 4,568.40	56.5%	\$ 490.68	\$ 4,906.80
TOTAL:							\$	8,663.72				
Drop Ship (Product Only)							\$	8,663.72				
Actual Installation (Includes Design, Project Management, and Install)							\$	1,572.00				
TOTAL (Product, Actual Installation, Includes Design and Project Management) Normal Business Hours							\$	10,235.72				
BASIC INSTALLATION NORMAL HOURS							N/A					
BASIC INSTALLATION AFTER HOURS - OPTION 1							N/A					
EXPANDED INSTALLATION NORMAL HOURS - OPTION 1							N/A					
EXPANDED INSTALLATION AFTER HOURS - OPTION 1							N/A					
BASIC INSTALLATION NORMAL HOURS - OPTION 2							N/A					

REVISED 7-18-19 - SAMPLE PROJECT A - CONFERENCE ROOM

BASIC INSTALLATION AFTER HOURS - OPTION 2 (Product and Service)	\$	10,801.74	
EXPANDED INSTALLATION NORMAL HOURS - OPTION 2		N/A	
EXPANDED INSTALLATION AFTER HOURS - OPTION 2		N/A	
COLOR OPTIONS:		Mfg Standard: P1 Paint, Laminate Mfg Standard: Mesh, frame finish	
LEAD-TIME FROM RECEIPT OF PURCHASE ORDER:		Reff Conference Table 6-weeks Chadwick Seating 3-weeks	

REVISED 7-18-19 - SAMPLE PROJECT B - BREAK ROOM

B - Break Room							Drop Ship			Inside Delivery		
Category	Product Description	Vendor Product Number	Manufacturer Name	Unit of Measure	Qty	Manufacturer List Price	Fixed % Discount	Unit Price	Extended Price	Fixed % Discount	Unit Price	Extended Price
Freestanding Furniture	Round Table with X Base, Standard Desk Height, 30" Wide	DT1ACX30	Knoll, Inc.	ea.	1	\$1,161.00	68.5%	\$365.72	\$365.72	65.5%	\$400.55	\$400.55
Seating / Chairs	MultiGeneration by Knoll stacking chair, armless, glides	2SCNXGL	Knoll, Inc.	ea.	4	\$286.00	59.5%	\$115.83	\$463.32	56.5%	\$124.41	\$497.64
TOTAL:							\$ 829.04					
Drop Ship (Product Only)							\$ 829.04					
Actual Installation (Includes Design, Project Management, and Install)							\$ 363.00					
TOTAL (Product, Actual Installation, Includes Design and Project Management) Normal Business Hours							\$ 1,192.04					
BASIC INSTALLATION NORMAL HOURS - OPTION 1							N/A					
BASIC INSTALLATION AFTER HOURS - OPTION 1							N/A					
EXPANDED INSTALLATION NORMAL HOURS - OPTION 1							N/A					
EXPANDED INSTALLATION AFTER HOURS - OPTION 1							N/A					
BASIC INSTALLATION NORMAL HOURS - OPTION 2							N/A					
BASIC INSTALLATION AFTER HOURS - OPTION 2 (Product and Service)							\$ 1,335.04					
EXPANDED INSTALLATION NORMAL HOURS - OPTION 2							N/A					
EXPANDED INSTALLATION AFTER HOURS - OPTION 2							N/A					
COLOR OPTIONS:							Mfg Standard: P1 Paint, Laminate Mfg Standard: Shell color, frame finish					
LEAD-TIME FROM RECEIPT OF PURCHASE ORDER:							Dividends Table 4-weeks MultiGeneration Seating 3-weeks					

REVISED 7-18-19 - SAMPLE PROJECT C - PRIVATE OFFICE

C - Private Office							Drop Ship			Inside Delivery		
Category	Product Description	Vendor Product Number	Manufacturer Name	Unit of Measure	Qty	Manufacturer List Price	Fixed % Discount	Unit Price	Extended Price	Fixed % Discount	Unit Price	Extended Price
System Furniture	Pedestal, File/File, 16Wx19Dx28-3/8H, Stepped Base, for 28-3/8" planning	R2P161K	Knoll, Inc	ea.	2	\$1,351.00	68.5%	\$ 425.57	\$ 851.13	65.5%	\$ 466.10	\$ 932.19
System Furniture	Pedestal with Hinged Door, Left, 16Wx19Dx28-3/8H, Stepped Base, for 28-3/8" planning	R2P161LL	Knoll, Inc	ea.	1	\$1,188.00	68.5%	\$ 374.22	\$ 374.22	65.5%	\$ 409.86	\$ 409.86
System Furniture	Pedestal with Hinged Door, Right, 16Wx19Dx28-3/8H, Stepped Base, for 28-3/8" planning	R2P161LR	Knoll, Inc	ea.	1	\$1,188.00	68.5%	\$ 374.22	\$ 374.22	65.5%	\$ 409.86	\$ 409.86
System Furniture	Pedestal, Box/Box/File, 16Wx29Dx28-3/8H, Stepped Base, for 28-3/8" planning	R2P163J	Knoll, Inc	ea.	1	\$1,607.00	68.5%	\$ 506.21	\$ 506.21	65.5%	\$ 554.42	\$ 554.42
System Furniture	Pedestal, File/File, 16Wx29Dx28-3/8H, Stepped Base, for 28-3/8" planning	R2P163K	Knoll, Inc	ea.	1	\$1,546.00	68.5%	\$ 486.99	\$ 486.99	65.5%	\$ 533.37	\$ 533.37
System Furniture	Modesty Panel, 66Wx28-3/8H, Flush Cantilevered, for 28-3/8" planning	RBDH66MF	Knoll, Inc	ea.	1	\$519.00	68.5%	\$ 163.49	\$ 163.49	65.5%	\$ 179.06	\$ 179.06
System Furniture	Worksurface, Rectangular, 66Wx20Dx1-1/2H	RSD661	Knoll, Inc	ea.	1	\$573.00	68.5%	\$ 180.50	\$ 180.50	65.5%	\$ 197.69	\$ 197.69
System Furniture	Worksurface, Rectangular, 66Wx30Dx1-1/2H	RSD663	Knoll, Inc	ea.	1	\$694.00	68.5%	\$ 218.61	\$ 218.61	65.5%	\$ 239.43	\$ 239.43
System Furniture	L-Base, 20Wx28-3/8Hx12D, for 28-3/8" planning	RSDHL20	Knoll, Inc	ea.	2	\$604.00	68.5%	\$ 190.26	\$ 380.52	65.5%	\$ 208.38	\$ 416.76
Seating / Chairs	MultiGeneration by Knoll stacking chair, fixed arms, glides	2SASXGL	Knoll, Inc	ea.	2	\$485.00	59.5%	\$ 196.43	\$ 392.85	56.5%	\$ 210.98	\$ 421.95
Seating / Chairs	k. task chair, high performance arms, plastic base, standard cylinder, no lumbar, hard casters	KTHP2SXHC	Knoll, Inc	ea.	1	\$800.00	59.5%	\$ 324.00	\$ 324.00	56.5%	\$ 348.00	\$ 348.00
TOTAL:							\$	4,252.73				
Drop Ship (Product Only)							\$	4,252.73				
Actual Installation (Includes Design, Project Management, and Install)							\$	1,007.00				
TOTAL (Product, Actual Installation, Includes Design and Project Management) Normal Business Hours							\$	5,259.73				
BASIC INSTALLATION NORMAL HOURS - OPTION 1							N/A					
BASIC INSTALLATION AFTER HOURS - OPTION 1							N/A					

REVISED 7-18-19 - SAMPLE PROJECT C - PRIVATE OFFICE

EXPANDED INSTALLATION NORMAL HOURS - OPTION 1	N/A	
EXPANDED INSTALLATION AFTER HOURS - OPTION 1	N/A	
BASIC INSTALLATION NORMAL HOURS - OPTION 2	N/A	
BASIC INSTALLATION AFTER HOURS - OPTION 2	N/A	
EXPANDED INSTALLATION NORMAL HOURS - OPTION 2	N/A	
EXPANDED INSTALLATION AFTER HOURS - OPTION 2 (Product and Service)	\$ 5,658.76	
COLOR OPTIONS:	Mfg Standard: P1 Paint, Laminate Mfg Standard: Mesh, frame finish, Grade A Textile	
LEAD-TIME FROM RECEIPT OF PURCHASE ORDER:	Reff Private Office 6-weeks MultiGeneration Seating 3-weeks k. task Seating 3-weeks	

REVISED 7-18-19 - SAMPLE PROJECT D - 6'X7' WORKSTATIONS

C - 6'X7' Workstations: must include the furniture, all required panels, hardware, connectors, and brackets to build 12 workstations.							Drop Ship			Inside Delivery		
Category	Product Description	Vendor Product Number	Manufacturer Name	Unit of Measure	Qty	Manufacturer List Price	Fixed % Discount	Unit Price	Extended Price	Fixed % Discount	Unit Price	Extended Price
Systems Furniture	Cushion, 24D	AS1DPAD	Knoll, Inc.	ea.	12	\$279.00	68.5%	\$ 87.89	\$ 1,054.62	65.5%	\$ 96.26	\$ 1,155.06
Systems Furniture	Worksurface, Rectangular, 54Wx30D, no grommet	D1R5430N	Knoll, Inc.	ea.	12	\$448.00	68.5%	\$ 141.12	\$ 1,693.44	65.5%	\$ 154.56	\$ 1,854.72
Systems Furniture	Panel-to-Worksurface Bracket, Left	DB1PWSL	Knoll, Inc.	ea.	12	\$9.00	68.5%	\$ 2.84	\$ 34.02	65.5%	\$ 3.11	\$ 37.26
Systems Furniture	Panel-to-Worksurface Bracket, Right	DB1PWSR	Knoll, Inc.	ea.	12	\$9.00	68.5%	\$ 2.84	\$ 34.02	65.5%	\$ 3.11	\$ 37.26
Systems Furniture	Duplex Circuit 1 - Single Pack	DE1DR1SP	Knoll, Inc.	ea.	12	\$45.00	68.5%	\$ 14.18	\$ 170.10	65.5%	\$ 15.53	\$ 186.30
Systems Furniture	Duplex Circuit 2 - Single Pack	DE1DR2SP	Knoll, Inc.	ea.	12	\$45.00	68.5%	\$ 14.18	\$ 170.10	65.5%	\$ 15.53	\$ 186.30
Systems Furniture	Base Power Infeed, 3+1, 56", left	DE1EBI56L	Knoll, Inc.	ea.	6	\$231.00	68.5%	\$ 72.77	\$ 436.59	65.5%	\$ 79.70	\$ 478.17
Systems Furniture	Panel Power Connector, 3+1, 12" no post	DE1EPCNP	Knoll, Inc.	ea.	10	\$84.00	68.5%	\$ 26.46	\$ 264.60	65.5%	\$ 28.98	\$ 289.80
Systems Furniture	Panel Power Connector, 3+1, 15" w/post	DE1EPCWP	Knoll, Inc.	ea.	4	\$86.00	68.5%	\$ 27.09	\$ 108.36	65.5%	\$ 29.67	\$ 118.68
Systems Furniture	Panel Power Module, 3+1, 42" Panel	DE1EPM42	Knoll, Inc.	ea.	20	\$153.00	68.5%	\$ 48.20	\$ 963.90	65.5%	\$ 52.79	\$ 1,055.70
Systems Furniture	Frameless Add Up Glass, Recessed, 14Hx42W, 1/4" glass	DP1AR1442E	Knoll, Inc.	ea.	8	\$509.00	68.5%	\$ 160.34	\$ 1,282.68	65.5%	\$ 175.61	\$ 1,404.84
Systems Furniture	Frameless Add Up Glass, Recessed, 14Hx84W, 1/4" glass	DP1AR1484E	Knoll, Inc.	ea.	10	\$939.00	68.5%	\$ 295.79	\$ 2,957.85	65.5%	\$ 323.96	\$ 3,239.55
Systems Furniture	Panel End Assembly, Recessed Glass Add Up, 50H, metal flat	DP5PEG50	Knoll, Inc.	ea.	18	\$78.00	68.5%	\$ 24.57	\$ 442.26	65.5%	\$ 26.91	\$ 484.38
Systems Furniture	Preconfigured Panel, Topway, Monolithic/Monolithic, Fabric to Raceway Side 1 & 2, 50Hx42W	DP8CMMRR5042	Knoll, Inc.	ea.	28	\$740.00	68.5%	\$ 233.10	\$ 6,526.80	65.5%	\$ 255.30	\$ 7,148.40
Systems Furniture	Two Way Post Assembly "L", Recessed Glass Add Up, 50H, Horizon, metal flat, Top Way	DP8CPAG5025	Knoll, Inc.	ea.	2	\$191.00	68.5%	\$ 60.17	\$ 120.33	65.5%	\$ 65.90	\$ 131.79
Systems Furniture	Three Way Post Assembly "T", Recessed Glass Add Up, 50H, Horizon, metal flat, Top Way	DP8CPAG5035	Knoll, Inc.	ea.	2	\$197.00	68.5%	\$ 62.06	\$ 124.11	65.5%	\$ 67.97	\$ 135.93
Systems Furniture	Four Way Post Assembly "X", Recessed Glass Add Up, 50H, Horizon, metal flat, Top Way	DP8CPAG5045	Knoll, Inc.	ea.	2	\$179.00	68.5%	\$ 56.39	\$ 112.77	65.5%	\$ 61.76	\$ 123.51
Systems Furniture	Panel to Panel Connector, In Line, 10 Pack	DP8PPC	Knoll, Inc.	ea.	1	\$22.00	68.5%	\$ 6.93	\$ 6.93	65.5%	\$ 7.59	\$ 7.59

REVISED 7-18-19 - SAMPLE PROJECT D - 6'X7' WORKSTATIONS

Systems Furniture	k. stand Height Adjustable Table Base, C-Leg, Standard Electric, Adjustable Width Base, with glides, with standard switch (for use with 42W to 84W x 29D or 30D actual top)	KHATB2CEA30GS	Knoll, Inc.	ea.	12	\$1,993.00	68.5%	\$ 627.80	\$ 7,533.54	65.5%	\$ 687.59	\$ 8,251.02
Systems Furniture	Dividends Worksurface, Rectangular, 70Wx29D, no grommet (for use with k. stand)	KHATTDR7029N	Knoll, Inc.	ea.	12	\$570.00	68.5%	\$ 179.55	\$ 2,154.60	65.5%	\$ 196.65	\$ 2,359.80
Systems Furniture	Desk Screen, for 49" high horizon, full modesty, 66W 1-1/4D 38H, fabric is railroaded	YPSB3866FRR	Knoll, Inc.	ea.	12	\$1,570.00	68.5%	\$ 494.55	\$ 5,934.60	65.5%	\$ 541.65	\$ 6,499.80
Systems Furniture	Doublewide Pedestal, Series 2 steel front, File/File, 36Wx18-3/4D, with lock, Recessed Pull	DS4DW36L	Knoll, Inc.	ea.	12	\$1,169.00	68.5%	\$ 368.24	\$ 4,418.82	65.5%	\$ 403.31	\$ 4,839.66
Systems Furniture	Mobile Pedestal without top, Series 2 steel front, Box/File, 22-3/4D, with lock, Recessed Pull	DS4POL24F	Knoll, Inc.	ea.	12	\$733.00	68.5%	\$ 230.90	\$ 2,770.74	65.5%	\$ 252.89	\$ 3,034.62
Systems Furniture	Adjustable Sling CPU Holder	OACPU2SLNG	Knoll, Inc.	ea.	12	\$390.00	59.5%	\$ 157.95	\$ 1,895.40	56.5%	\$ 169.65	\$ 2,035.80
Systems Furniture	Sapper Double Arm Kit, table clamp mount, 16" mast, movement joints, adjustment knob, cable management clips	SAPMADCLMPK	Knoll, Inc.	ea.	12	\$704.00	59.5%	\$ 285.12	\$ 3,421.44	56.5%	\$ 306.24	\$ 3,674.88
Seating / Chairs	k. task chair, high performance arms, plastic base, standard cylinder, no lumbar, hard casters	KTHP2SXHC	Knoll, Inc.	ea.	12	\$800.00	59.5%	\$ 324.00	\$ 3,888.00	56.5%	\$ 348.00	\$ 4,176.00
Seating / Chairs	k. task Lumbar Support	KTLUMBAR	Knoll, Inc.	ea.	12	\$35.00	59.5%	\$ 14.18	\$ 170.10	56.5%	\$ 15.23	\$ 182.70
TOTAL:								\$	48,690.72			
Drop Ship (Product Only)								\$	48,690.72			
Actual Installation (Includes Design, Project Management, and Install)								\$	10,244.00			
TOTAL (Product, Actual Installation, Includes Design and Project Management) Normal Business Hours								\$	58,934.72			
BASIC INSTALLATION NORMAL HOURS - OPTION 1								N/A				
BASIC INSTALLATION AFTER HOURS - OPTION 1								N/A				
EXPANDED INSTALLATION NORMAL HOURS - OPTION 1								N/A				
EXPANDED INSTALLATION AFTER HOURS - OPTION 1								N/A				
BASIC INSTALLATION NORMAL HOURS - OPTION 2								N/A				
BASIC INSTALLATION AFTER HOURS - OPTION 2								N/A				
EXPANDED INSTALLATION NORMAL HOURS - OPTION 2								N/A				
EXPANDED INSTALLATION AFTER HOURS - OPTION 2 (Product and Service)								\$	63,316.51			

REVISED 7-18-19 - SAMPLE PROJECT D - 6'X7' WORKSTATIONS

COLOR OPTIONS:	Mfg Standard: P1 Paint, Laminate, Grade 10 Panel Fabric Mfg Standard: Mesh, frame finish, Grade A Textile	
LEAD-TIME FROM RECEIPT OF PURCHASE ORDER:	Dividends and Antenna Office 4-weeks k. stand Table 4-weeks KnollExtra Accessories 3-weeks k. task Seating 3-weeks	

REVISED 7-18-19 - SAMPLE CONTRACT E - LARGE COLLABORATION SPACE

E - Large Collaboration Space							Drop Ship			Inside Delivery		
Category	Product Description	Vendor Product Number	Manufacturer Name	Unit of Measure	Qty	Manufacturer List Price	Fixed % Discount	Unit Price	Extended Price	Fixed % Discount	Unit Price	Extended Price
Freestanding Furniture	Table Power Center Outlet, 3 Power/1 Dual USB/1 Data (311), 72L Cordset, Black Housing and Bracket	RDOTP31172BB	Knoll, Inc.	ea.	2	\$642.00	68.5%	\$ 202.23	\$ 404.46	65.5%	\$ 221.49	\$ 442.98
Freestanding Furniture	Center Support Cover, Flat, 9D, 34-3/8" high leg	ROTAF13	Knoll, Inc.	ea.	2	\$132.00	68.5%	\$ 41.58	\$ 83.16	65.5%	\$ 45.54	\$ 91.08
Freestanding Furniture	Raceway Cover, Outlets Both Sides, 18W 3H	ROTRC18D	Knoll, Inc.	ea.	2	\$102.00	68.5%	\$ 32.13	\$ 64.26	65.5%	\$ 35.19	\$ 70.38
Freestanding Furniture	Power Harness, 2+2, 2 Duplex Outlets Per Side, 12W 2D 2H	ROTRE12	Knoll, Inc.	ea.	2	\$188.00	68.5%	\$ 59.22	\$ 118.44	65.5%	\$ 64.86	\$ 129.72
Freestanding Furniture	Infeed, 2+2 Modular Base Infeed, 85W 2-1/8D 2-3/8H	ROTRIE	Knoll, Inc.	ea.	1	\$209.00	68.5%	\$ 65.84	\$ 65.84	65.5%	\$ 72.11	\$ 72.11
Freestanding Furniture	Jumper Cable, 2+2, 36W	ROTRJE36	Knoll, Inc.	ea.	1	\$141.00	68.5%	\$ 44.42	\$ 44.42	65.5%	\$ 48.65	\$ 48.65
Freestanding Furniture	Power Rail Mounting Brackets (pair)	ROTRM	Knoll, Inc.	ea.	2	\$98.00	68.5%	\$ 30.87	\$ 61.74	65.5%	\$ 33.81	\$ 67.62
Freestanding Furniture	Power Center Grommet	RPCG	Knoll, Inc.	ea.	2	\$177.00	68.5%	\$ 55.76	\$ 111.51	65.5%	\$ 61.07	\$ 122.13
Freestanding Furniture	Meeting Table, Standing Height, 120Wx36D, 34-3/8H 4x4 Legs, horizontal grain direction	RTM4120363H	Knoll, Inc.	ea.	1	\$5,496.00	68.5%	\$ 1,731.24	\$ 1,731.24	65.5%	\$ 1,896.12	\$ 1,896.12
Seating / Chairs	MultiGeneration by Knoll bar-height stool, non-upholstered seat, armless, glides	2BCNX	Knoll, Inc.	ea.	6	\$621.00	59.5%	\$ 251.51	\$ 1,509.03	56.5%	\$ 270.14	\$ 1,620.81
TOTAL:							\$	4,194.09				
Drop Ship (Product Only)							\$	4,194.09				
Actual Installation (Includes Design, Project Management, and Install)							\$	964.00				
TOTAL (Product, Actual Installation, Includes Design and Project Management) Normal Business Hours							\$	5,158.09				
BASIC INSTALLATION NORMAL HOURS - OPTION 1							N/A					
BASIC INSTALLATION AFTER HOURS - OPTION 1							N/A					
EXPANDED INSTALLATION NORMAL HOURS - OPTION 1							N/A					
EXPANDED INSTALLATION AFTER HOURS - OPTION 1							N/A					
BASIC INSTALLATION NORMAL HOURS - OPTION 2							N/A					
BASIC INSTALLATION AFTER HOURS - OPTION 2 (Product and Service)							\$	5,544.14				
EXPANDED INSTALLATION NORMAL HOURS - OPTION 2							N/A					

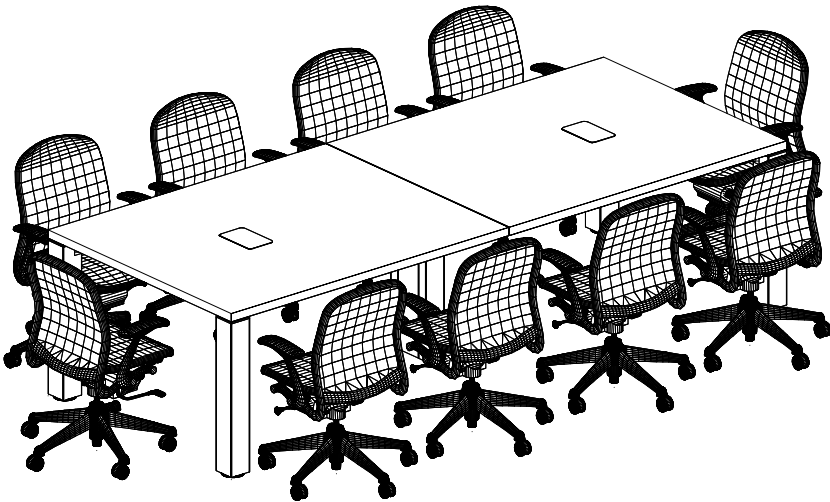
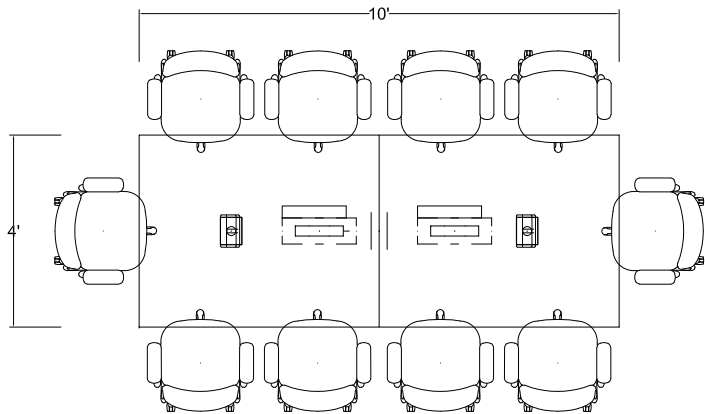
REVISED 7-18-19 - SAMPLE CONTRACT E - LARGE COLLABORATION SPACE

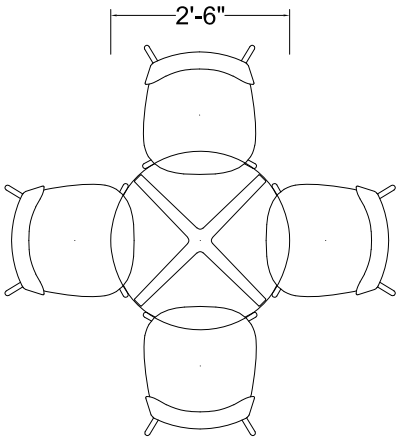
EXPANDED INSTALLATION AFTER HOURS - OPTION 2	N/A	
COLOR OPTIONS:	Mfg Standard: P1 Paint, Laminate Mfg Standard: Shell color, frame finish	
LEAD-TIME FROM RECEIPT OF PURCHASE ORDER:	Reff Conference Table 6-weeks MultiGeneration Seating 3-weeks	

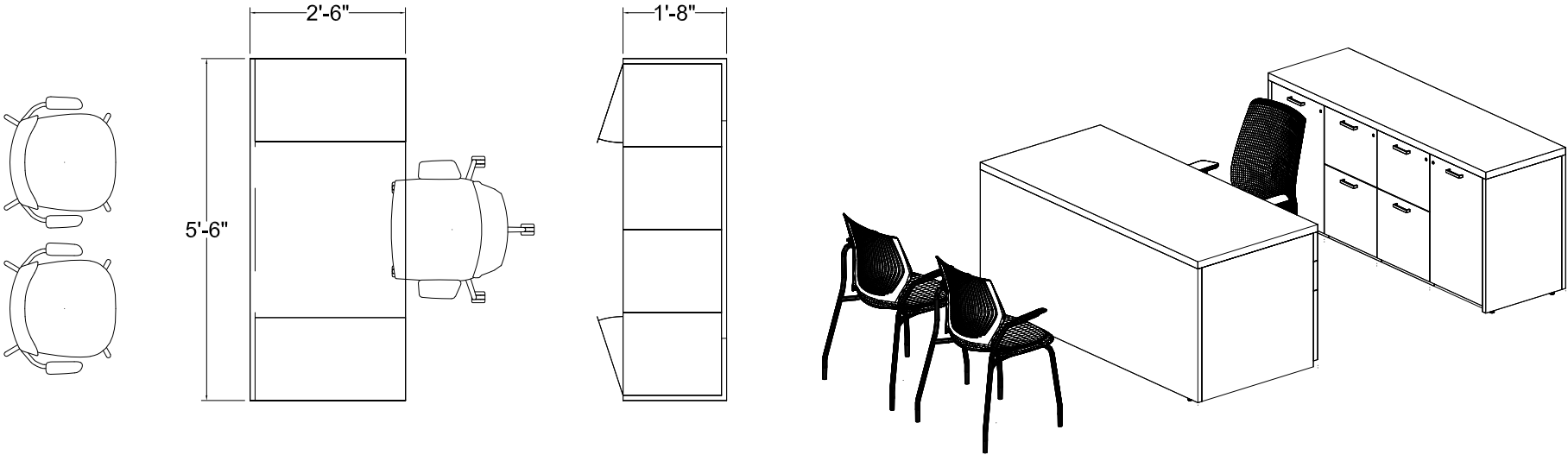
REVISED 7-18-19 - SAMPLE F - LOUNGE SEATING AREA

F - Lounge Seating Area							Drop Ship			Inside Delivery		
Category	Product Description	Vendor Product Number	Manufacturer Name	Unit of Measure	Qty	Manufacturer List Price	Fixed % Discount	Unit Price	Extended Price	Fixed % Discount	Unit Price	Extended Price
Freestanding Furniture	Round Table with X Base, 17H, 36" Wide	DT1ACX3617	Knoll, Inc	ea.	1	\$3,017.00	68.5%	\$ 950.36	\$ 950.36	65.5%	\$ 1,040.87	\$ 1,040.87
Soft Seating	Pilot Low Back Lounge Chair, upholstered arm, dark grey painted base, single upholstery, with return to center mechanism	BO31AU3RC	Knoll, Inc	ea.	3	\$4,691.00	52.5%	\$ 2,228.23	\$ 6,684.68	49.5%	\$ 2,368.96	\$ 7,106.87
TOTAL:							\$ 7,635.03					
Drop Ship (Product Only)							\$ 7,635.03					
Actual Installation (Includes Design, Project Management, and Install)							\$ 770.00					
TOTAL (Product, Actual Installation, Includes Design and Project Management) Normal Business Hours							\$ 8,405.03					
BASIC INSTALLATION NORMAL HOURS - OPTION 1							N/A					
BASIC INSTALLATION AFTER HOURS - OPTION 1							N/A					
EXPANDED INSTALLATION NORMAL HOURS - OPTION 1							N/A					
EXPANDED INSTALLATION AFTER HOURS - OPTION 1							N/A					
BASIC INSTALLATION NORMAL HOURS - OPTION 2							N/A					
BASIC INSTALLATION AFTER HOURS - OPTION 2 (Product and Service)							\$ 8,704.05					
EXPANDED INSTALLATION NORMAL HOURS - OPTION 2							N/A					
EXPANDED INSTALLATION AFTER HOURS - OPTION 2							N/A					
COLOR OPTIONS:							Mfg Standard: P1 Paint, V1 Veneer Mfg Standard: Dark gray painted base, Grade A textile					
LEAD-TIME FROM RECEIPT OF PURCHASE ORDER:							Dividends Office 4-weeks KnollStudio Seating 4-weeks					

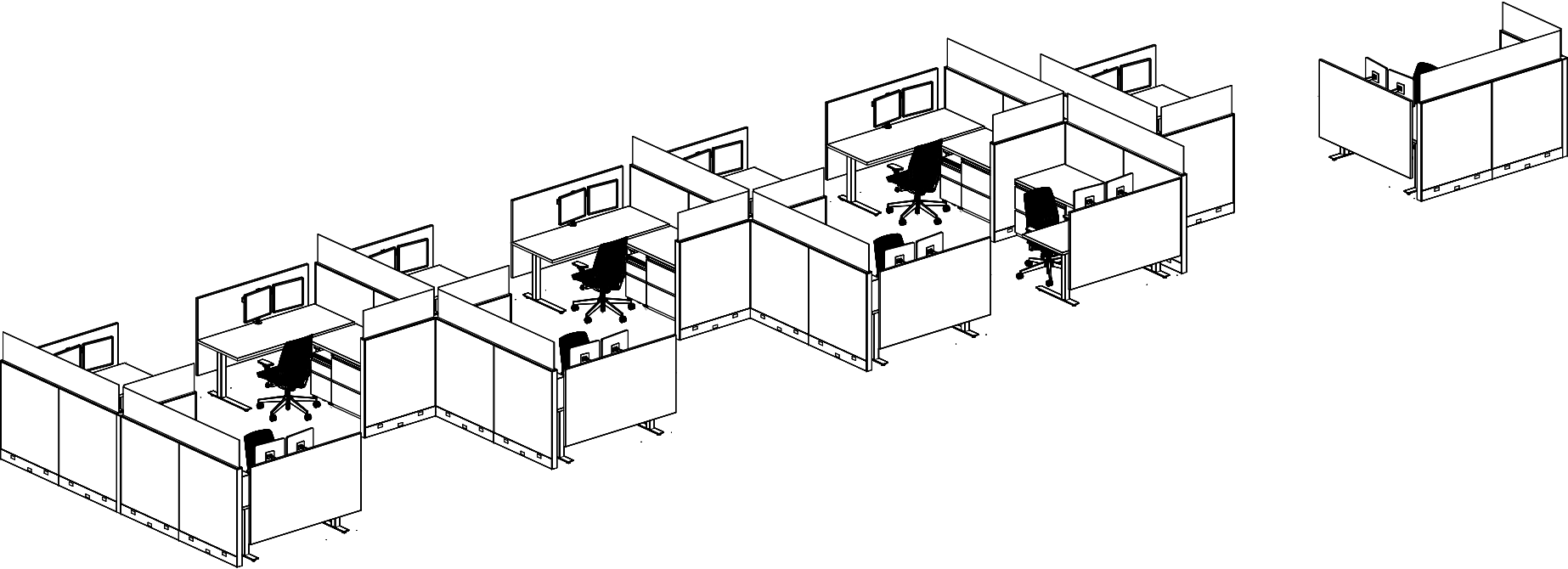
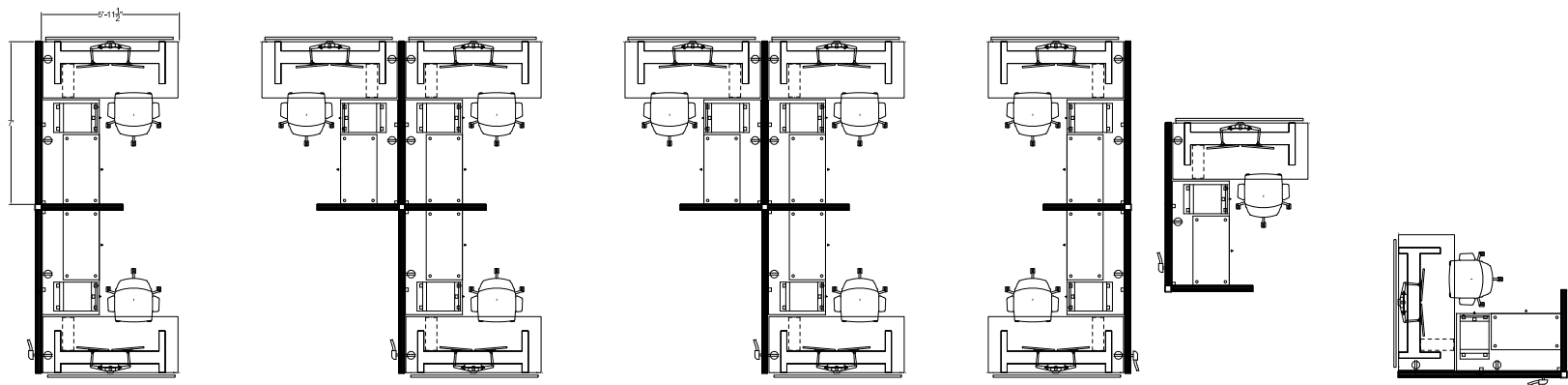
City of Charlotte
A: Conference Room



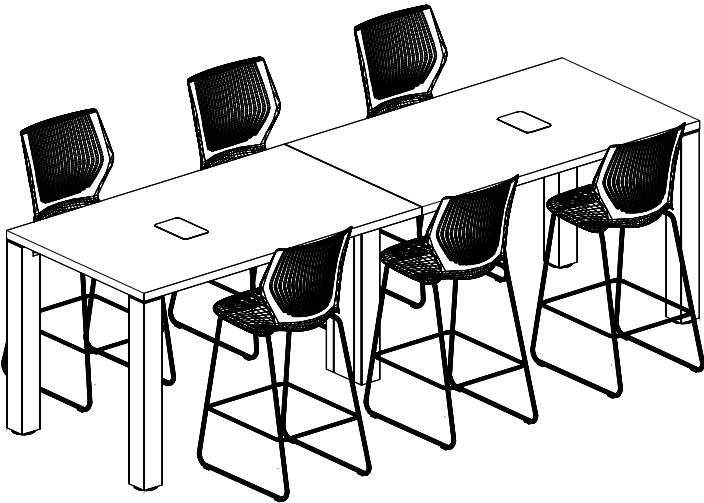
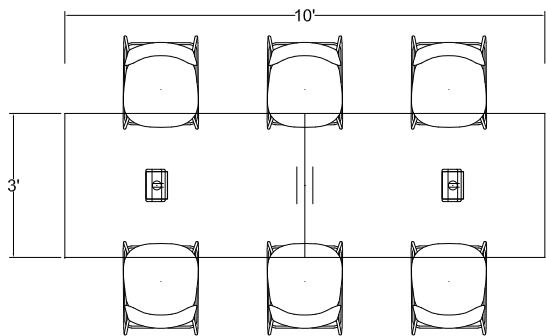




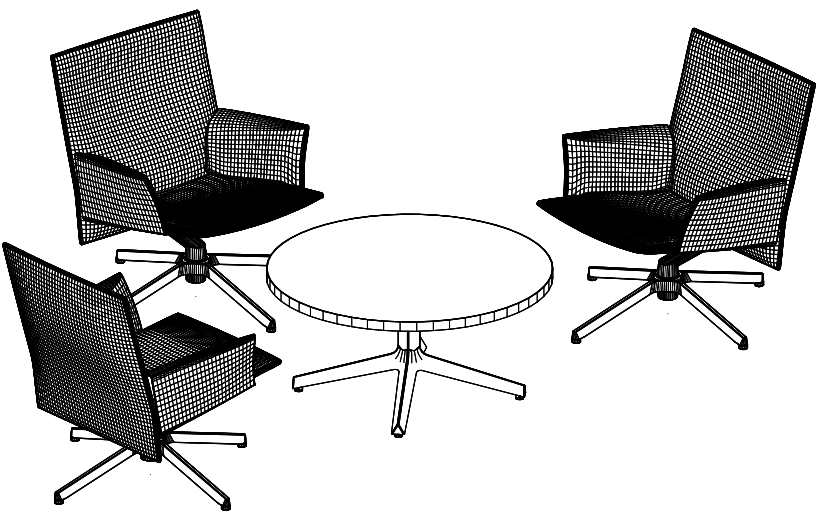
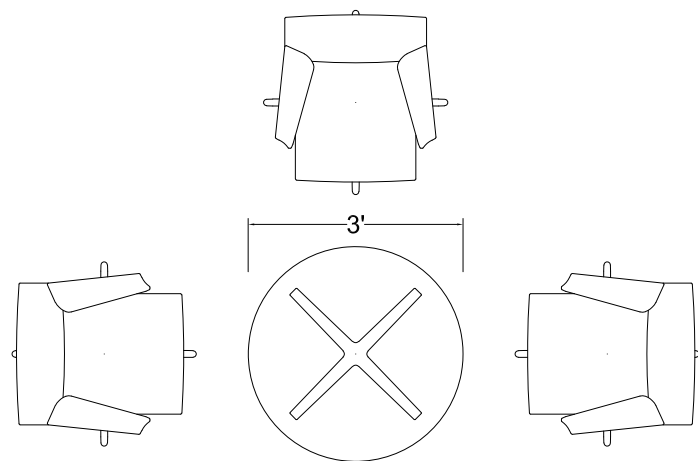
City of Charlotte
D: 6' x 7' Workstations



City of Charlotte
E: Large Collaboration Space



City of Charlotte
F: Lounge Seating Area



Supplemental Information

Section 7, Form 4:

- Knoll Installation Discount Matrix
- Knoll Lead Times
- Knoll Warranty

Knoll Installation Discount Matrix



Product	Manufacturer Discount Percent from List Price					
	List Price	Drop Ship	Inside Delivery	Basic Installation	Expanded Installation	Orders over \$500,000 list
Systems Furniture:						
Antenna Workspaces	All*	68.5	65.5	60.5	58.5	Negotiable
AutoStrada	All*	68.5	65.5	60.5	58.5	Negotiable
Currents	All*	68.5	65.5	60.5	58.5	Negotiable
Dividends Horizon	All*	68.5	65.5	60.5	58.5	Negotiable
Reff Profiles	All*	68.5	65.5	60.5	58.5	Negotiable
Series 2	All*	68.5	65.5	60.5	58.5	Negotiable
Freestanding Furniture, Seating, Filing Systems and Equipment:						
Anchor	All*	68.5	65.5	60.5	58.5	Negotiable
Calibre	All*	59.5	56.5	51.5	49.5	Negotiable
DatesWeiser	All*	41.0	38.0	33.0	31.0	Negotiable
k. bench	All*	68.5	65.5	60.5	58.5	Negotiable
k. lounge	All*	57.0	54.0	49.0	47.0	Negotiable
k. stand	All*	68.5	65.5	60.5	58.5	Negotiable
KnollExtra	All*	59.5	56.5	51.5	49.5	Negotiable
KnollStudio	All*	52.5	49.5	44.5	42.5	Negotiable
KnollStudio (Pixel)	All*	57.0	54.0	49.0	47.0	Negotiable
Muuto	All*	23.0	20.0	15.0	13.0	Negotiable
Rockwell Unscripted	All*	57.5	54.5	49.5	47.5	Negotiable
Template	All*	68.5	65.5	60.5	58.5	Negotiable
Tone	All*	68.5	65.5	60.5	58.5	Negotiable
Upstart	All*	68.5	65.5	60.5	58.5	Negotiable
Chadwick, k. task, Remix, Life, Generation, Regeneration, MultiGeneration	All*	59.5	56.5	51.5	49.5	Negotiable
Moment, Ollo	All*	52.0	49.0	44.0	42.0	Negotiable
Renewal /Replacement Parts	All	40	n/a	n/a	n/a	Negotiable
Other Related Products: None						
Additional Services and Solutions	Hourly Rates (A range is acceptable)					
	Non Union	Union				
Installation	\$70.72-\$94.28	\$140.31-\$151.54				
After hours installation	\$106.08-\$141.42	\$210.47-\$227.31				
Design	87.55					
Project Management/Asset Management	70.72-94.28	\$140.31-\$151.54				

Refurbishment	Quoted per job		
	Monthly Fee (Include any additional options offered)		
Storage	1.65/sq ft		
Handling Costs	70.72-94.28	\$140.31- \$151.54	
Other Related Services and Solutions	Hourly Rates		
None			

Lead Time Guideline

Orders booked Friday, 7/26 through noon Thursday, 8/1

<i>Product</i>	<i>Scheduled ship date</i>	<i>Specials</i>
Laminate and painted systems including Anchor, Antenna (except wood storage), Calibre, Currents, Dividends Horizon, Interpole, Morrison, Telescope, Template, Tone, and Quoin	8/30 (4 wks)	9/27 (8 wks)
Toronto produced laminate & veneer systems, Reff Profiles, AutoStrada, (V1, V2), along with Antenna and Interpole wood storage & all chrome systems products including Antenna legs	9/13 (6 wks)	10/11 (10 wks)
Rockwell Unscripted (wall*, seating, storage) Tables (library, sawhorse, tall) Tables (easy, desk, occasional) Sawhorse Workbench Steps	5-6 wks 7 wks 5-6 wks 10-12 wks 4-6 wks	9-10 wks 11 wks 9- 10 wks 14- 16 wks 8- 10 wks
Crinion	10/4 (9 wks)	11/1 (13 wks)
Seating (Toboggan- 5 wks)	8/23 (3 wks)	9/20 (7 wks)
k. stand, k.bench	8/30 (4 wks)	9/27 (8 wks.)
k. lounge: Delite stock fabrics Turquoise, Cinder, Charcoal Additionally, stools in Delite Red, Green, Gray all other Delite colors & KnollTextiles COM	8/23 (3 wks.) 8/23 (3 wks) 9/13 (6 wks) 10/25 (12 wks)	11/22 (16 wks)
KnollExtra (except Smokador)	8/23 (3 wks)	9/20 (7 wks)
Pixel, Propeller	9/6 (5 wks.)	10/4 (9 wks.)
Essentials	8/23 ship date (3 wks)	No specials
Essentials QuickShip	8/9	No specials
Muuto - <i>Lead times from order submittal to delivery</i> US in-stock Denmark in-stock Made to order (M2O) Extended lead times Fiber Bar H75/29.5" wood base :Oak, Black Fiber Arm/Side wood leg: Blk Fiber Arm/Side Swivel s/ castors: Alu All Fiber MTO from Mexico- +1 wk due to extdd border X time Visu, Cover, & Loft (supplier vacation) Sofas (Outline, Rest, Connect & Compose) 70/70 Frame - Black Ambit Ø16, all colors Ambit Wall Leaf Table (all colors) Leaf Floor (all colors) Unfold Mustard, Dusty Red, Terracotta Tip – (all colors) Base Table High, blk 74.8x19.7x H:37.4" and H:41.3" Nerd chair Five Pouf, Blue 773	2-3 wks 7-9 wks 9-15 wks 10- 11 wks 10- 11 wks 10- 11 wks 15- 17 wks 15- 17 wks In stock Sept In stock Aug In stock Sept In stock Aug/Sept In stock Aug In stock Aug In stock Aug In stock Sept/Oct In stock Sept In stock Aug	No specials
DatesWeiser Oil rubbed bronze, polyester finishes Spinneybeck leather edge	14 wks 16 wks 18wks	

*Creative Wall laminate and porcelain fin finishes are 12 weeks.

** Due to reduced staff along the border, there are 5-day delays in customs handling. We are monitoring situation and will inform when lead times can move back to standard. You will be notified if you order is affected.

For orders greater than 25 stations, please submit an LTPR, for fabric reservation. Lead times for additional KnollExtra, KnollStudio, and/or other items are published on Exchange. We attempt to schedule orders with multiple product lead times to match the longest lead time item, excluding specials.

Universal Bases (predecessor to Tone Tables) are 9-10 weeks. All Reff Profile Drum Bases are 8 weeks.

Warranty

Seller warrants to the original Purchaser only that the Products Seller manufactures and sells to Purchaser are free of defects in workmanship and materials, during the applicable warranty period set forth below.

Warranty period set forth below is for 24-hour, 7 days a week, multi shift use (includes parts and labor to repair).

Should any failure to conform with this limited warranty appear to a Product listed below during the applicable warranty period from the date of shipment, Seller shall, upon prompt written notice, repair or replace, at its option and costs, the affected part or parts.

Product and Period of Warranty

Lifetime: *Antenna Workspaces, AutoStrada, Calibre, Crinion Open Table, Currents, Dividends Horizon, Morrison, Reff Profiles* laminate, *Rockwell Unscripted, Series 2 Storage, Template, Quoin* and other non-wood components (except cascade edge worksurfaces, operational parts, controls, electrical, Lighting, *Series 2 Veneer Front Storage*, digital locks, upholstery, textiles and leathers, special or custom products, see below)

12 Years: *Chadwick, Generation by Knoll, k. task, Life, Moment, MultiGeneration by Knoll, Ollo, ReGeneration by Knoll, Remix* and *Toboggan* seating (except seating upholstery, textiles, leathers and finishes, see below)

10 Years: *Anchor Storage* except digital locks, *Antenna Workspaces, AutoStrada, Crinion Open Table, Dividends Horizon, Dividends Horizon Satellite Surfaces, Reff Profiles, Rockwell Unscripted, Quoin* wood components, *Template* wood components, *Series 2 Veneer Front Storage*, cascade edge worksurfaces, *Wood Casegoods* (The Graham Collection) (except wood casegoods upholstered surfaces, see below), *Reuter* overheads, *Reuter* vertical storage, *KnollExtra* Sapper Monitor Arm Collection, Sapper XYZ Monitor Arm Series, Adjustable keyboard mechanisms and platforms, Communication Boards (except fabric board textiles, cork and FilzFelt, see below), Smokador collection (except leathers, see below), *Orchestra Universal Systems Accessories, k. lounge* structural components, *KnollStudio* Pixel and Propeller, *Tone bases*.

5 Years: Operational parts, controls, electrical, Lighting (except light ballasts, bulbs and power supply, see below), special or custom product, wood veneer products and plywood, *Currents* handcrank, *KnollStudio, Rockwell Unscripted* wire bases, Spark Series seating structural elements, structural elements of all *KnollStudio* outdoor products including all Richard Schultz designed products, *KnollExtra* CPU holders and all universal storage drawers, and *Power Collection, k. bench* (except changes in finish, see below) and *k. stand* bases (except changes in finish, see below) .

3 Years: *Rockwell Unscripted* upholstery (except textiles and leather), Office Seating upholstery, textiles, leathers and finishes. Fabric boards textiles and Smokador Collection leathers, *KnollExtra* Pop Up Screens.

2 Years: *Anchor Storage* digital locks, *Quoin* digital locks, all other *KnollExtra* product

1 Year: Light ballasts, bulbs and power supply, seating upholstered arm pads and soft arm pads, wood casegoods upholstered surfaces, *KnollStudio* outdoor product finishes, *k. lounge* upholstery and *k. lounge* fabric, *Rockwell Unscripted* fabric and accessories.

This warranty does not apply to:

- Damage caused by a carrier other than the Seller.
- Normal wear and tear or acts or omissions of parties other than Seller (including user modification, improper use or installation of Products).
- COM or other third party materials applied to Products.
- Products not installed by or under the auspices of a Knoll Dealer.
- Dramatic temperature variations or exposure to unusual conditions.
- Changes in surface finishes, including colorfastness due to aging or exposure to light.
- Except as specifically noted above, textiles and upholstery supplied by *KnollTextiles* and Spinneybeck | FilzFelt (consult current price lists for applicable warranties).

Natural variations occurring in wood, marble, and leather shall not be considered defects, and the Seller does not guarantee the colorfastness or matching of the colors, grains or textures, or surface hardness of such materials. The Seller also does not guarantee the colorfastness of fiberglass panel surfaces.

THE EXPRESS WARRANTIES CONTAINED HEREIN ARE IN LIEU OF ALL OTHER WARRANTIES, EXPRESS OR IMPLIED, INCLUDING ANY WARRANTIES OF MERCHANTABILITY AND FITNESS FOR PARTICULAR PURPOSE AND ALL OTHER WARRANTIES ARISING FROM COURSE OF DEALING OR USAGE OF TRADE.

The remedies provided above are the Purchaser's sole remedies for any failure of Seller to comply with its obligations regarding the workmanship of its Products. Correction of any nonconformity in the manner and for the period of time provided shall constitute complete fulfillment of all liabilities of Seller, with respect to or arising out of the Product furnished hereunder.

Section 7

Required Forms



REQUIRED FORM 5 – M/W/SBE PARTICIPATION PLAN

RFP # 269-2019-105

FURNITURE, INSTALLATION AND RELATED PRODUCTS AND SERVICES

The City maintains a strong commitment to the inclusion of MWSBEs in the City's contracting and procurement process when there are viable subcontracting opportunities.

Companies must submit this form with their proposal outlining any supplies and/or services to be provided by each City certified Small Business Enterprise (SBE), and/or City registered Minority Business Enterprise (MBE) and Woman Business Enterprise (WBE) for the Contract. If the Company is a City-registered MWSBE, note that on this form.

Aggregate MWSBE Goal 10% for the City of Charlotte usage estimated to be \$500,000 annually.

A list of current registered and certified MWSBEs can be found at www.charlottebusinessinclusion.com.

Failure to submit this form shall deem a Proposal non-responsive.

Company Name:	Knoll, Inc.
----------------------	-------------

Please indicate if **your company** is any of the following:

___ MBE ___ WBE ___ SBE X None of the above

If your company has been certified with any of the agencies affiliated with the designations above, indicate which agency, the effective and expiration date of that certification below:

Agency Certifying: _____ Effective Date: _____ Expiration Date: _____

Identify outreach efforts that were employed by the firm to maximize inclusion of MWSBEs to be submitted with the firm's proposal (attach additional sheets if needed):

Knoll MWSBE outreach efforts are described in the following paragraphs. These efforts were employed in prior years and will continue to be employed and updated in subsequent years. In addition to purchasing directly from Knoll, Participating Agencies have the option to purchase Knoll products on the Omnia Contract directly from our dealer network of approximately 200 authorized Knoll dealers throughout the country. Many of our authorized dealers are MWSBE companies in their respective States – See *Supplement Information: Section 7, Form 5: Dealer Lists*. As small independent businesses, Knoll dealer partners employ their own outreach efforts to subcontract with MWSBE companies in their respective Cities, Counties and States.

It is Knoll policy to select and purchase from outside sources who offer the greatest total value for the products and services purchased. Against the backdrop of this general policy, Knoll also endeavors to identify, qualify and utilize Diversity suppliers to attempt to increase their sales to Knoll.

Objectives

The objectives of this program are:

- + To encourage and assist Diversity suppliers in their efforts to sell products and services to Knoll.
- + To foster an increasing volume of Knoll purchases from Diversity suppliers.

Section 7

Required Forms

- + To identify potential Diversity suppliers and develop satisfactory working relationships with them.
- + To stimulate affirmative efforts by Knoll management such as sharing expertise and resources where possible.

Implementation

Declaration of this policy takes into full consideration that difficulties are likely to arise in finding and qualifying potential Diversity suppliers. Nevertheless, it is the spirit of this program that reasonable efforts be made to overcome such obstacles.

Responsibilities

Each Knoll business and subsidiary is responsible for implementing this program and its stated objectives.

Corporate sourcing will assist Knoll's businesses and subsidiaries in identifying potential Diversity suppliers and in providing other information and guidance to help in the development and implementation of such sourcing programs. Corporate sourcing is responsible for communicating information concerning legislation and government regulations that apply to corporate relationships with Diversity suppliers.

Outreach Efforts employed by Knoll, Inc.

Knoll uses third party agencies and local purchasing councils to search for and certify any MWSBE Knoll utilizes in support of our client contracts. Agencies include but are not limited to the following list.

- Women's Business Enterprise National Council
- Association for Service Disabled Veterans
- Women Owned Small Businesses, www.womenbiz.gov
- The Department of Veteran Affairs Office of Small & Disadvantaged Business Utilization, <http://www.va.gov/osdbu/>
- The SBA's SUB-Net site: <http://web.sba.gov/subnet>
- Small Business Administration's Dynamic Small Business Search http://dsbs.sba.gov/dsbs/search/dsp_dsbs.cfm
- National Minority Supplier Development Council <http://www.nmsdc.org/>
- Minority Business Development Agency in the Department of Commerce <http://www.mbda.gov/>
- Participation in trade fairs and industry meetings

Identify outreach efforts that will be employed by the firm to maximize inclusion during the contract period of the Project (attach additional sheets if needed):

[Form continues on next page]

Section 7 Required Forms

List below all **MWSBEs** that you intend to subcontract to while performing the Services:

Subcontractor Name	Description of work or materials	Indicate either "M", "S", and/or "W"	City Vendor #
Connect Systems Inc.	Furniture Installer	M	300327

Total MBE Utilization	6%
Total WBE Utilization	%
Total SBE Utilization	%
Total MWSBE Utilization	6%

Representative (signed): _____

Date

Representative Name

Supplemental Information

Section 7, Form 5:

- Dealer List
- Minority Women-Owned Dealers

KNOLL DEALERS (Knoll and Limited) - Sorted by 1) U.S. 2) Canada & Various Southern Islands

Dealer Name/Address Status JDE# Oracle# DIV REG	Telephone Facsimile	Contact Name	e-mail	July 19, 2019
Alabama				
Business Interiors, Inc., 1141 Lagoon Business Loop, Montgomery, AL 36117 Knoll 1003950 1028 S ATL	PH: (334) 396-4404 FX: (334) 396-4440	Alan Pizzitola	apizzitola@businteriors.com	
Business Interiors, Inc., 799 James Record Road, Suite 2A9, Huntsville, AL 35824 Knoll 1003950 1028 S ATL	PH: (256) 551-0051 FX: (256) 519-2466	Alan Pizzitola	apizzitola@businteriors.com	
Business Interiors, Inc. (HDQ), 2309 5th Avenue South, Birmingham, AL 35233 Knoll 1003950 1028 S ATL	PH: (205) 939-1008 FX: (205) 939-3349	Alan Pizzitola	apizzitola@businteriors.com <i>General e-mail:</i> biinfo@businteriors.com	
Facilities Resource Group, Inc., 6915 Spanish Fort Boulevard, POB 7583, Spanish Fort, AL (Mailing ZIP: 36577) (Physical ZIP: 36527) Knoll 1180807 6095 S MIA	PH: (251) 626-3048 FX: (251) 626-7082	Robin Gentry Nancy Gentry	rgentry@frginteriors.com ngentry@frginteriors.com	
HST Corporate Interiors, LLC, 2309 5th Avenue South, Birmingham, AL 35233 Limited 1280299 8075 S ATL Limitation: GSA and U.S. Communities Only	PH: (205) 939-1008 FX: (205) 939-3349	Larry Carr	lcarr@hstci.com	
Alaska				
Think Office, LLC, 1320 East 68th Avenue, Ste. 101, Anchorage, AK 99518 Knoll 1278464 8031 W SEA	PH: (907) 338-4465 FX: (907) 338-4475	Rod Young	rod@thinkofficellc.com	
Arizona				
Corporate Interior Systems, Inc. (HDQ), 3311 E. Broadway, Suite A, Phoenix, AZ 85040 Knoll 1004696 1085 W PHO	PH: (602) 304-0100 FX: (602) 304-1020	Lisa Johnson	ljohnson@cisinphx.com	
Corporate Interior Systems, Inc., 2000 East Speedway Boulevard, Tucson, AZ 85719 Knoll 1004696 1085 W PHO	PH: (520) 300-6811 FX: (520) 300-6518	Lisa Johnson	ljohnson@cisinphx.com <i>General e-mail:</i> sales@cisinphx.com	
Arkansas				
Calvert McBride, 3811 Planters Road, P.O. Box 6337, Fort Smith, AR 72908 (FedEx ZIP: 72906) Knoll 1004568 1050 S DAL	PH: (479) 646-8311 FX: (479) 646-6036	Kevin McBride	kevinmcbride@calvertmcbride.com	
LaHarpe's Office Furniture, 318 President Clinton Avenue, P.O. Box 3817, Little Rock, AR 72203 (FedEx ZIP: 72201) Knoll 1003917 1025 S DAL	PH: (501) 372-6684 FX: (501) 372-3459	Russell Matchett	rmatchett@laharpes.com	
California				
Desert Business Interiors, 74210 Highway 111, Ste. C, Palm Desert, CA 92260 Knoll 1233387 7038 W LAN	PH: (760) 340-1112 FX: (760) 340-1833	Jason Cason Cathy Galletta	jcason@desertbusinessinteriors.com cgalletta@desertbusinessinteriors.com	
KBM-Hogue (HDQ), 225 West Santa Clara Street, Ste. 1550, San Jose, CA 95113 Knoll 1004145 1036 W SFN	PH: (408) 351-7100 FX: (408) 938-0699	Stan Vuckovich	stan.vuckovich@kbm-hogue.com <i>General e-mail:</i> sales@kbm-hogue.com	
KBM-Hogue, 250 Montgomery Street, Ste. 1400, San Francisco, CA 94104 Knoll 1424229 56212 W SFN	PH: (415) 788-4888 FX: (415) 788-0972	Stan Vuckovich	stan.vuckovich@kbm-hogue.com <i>General e-mail:</i> sales@kbm-hogue.com	
KBM-Hogue, 1610 R Street, Suite 270, Sacramento, CA 95811 Knoll 1424231 56211 W SFN (Can market to GSA/U.S. Communities in the Fresno, CA market as well)	PH: (916) 455-1515 FX: (916) 455-1551	Stan Vuckovich	stan.vuckovich@kbm-hogue.com <i>General e-mail:</i> sales@kbm-hogue.com	
MG West (HDQ), 2 Shaw Alley, 3rd Floor, San Francisco, CA 94105 Knoll 1004146 1037 W SFN <i>Deactivating-working on phase out plan in process.</i>	PH: (415) 284-4800 FX: (415) 284-0150	Andrew Sullivan	andrew@mgwest.com	
MG West, 3945 Freedom Circle, Suite 110, Santa Clara, CA 95054 Knoll 1365613 14232 W SFN <i>Deactivating-working on phase out plan in process.</i>	PH: (408) 883-8022 FX:	Andrew Sullivan	andrew@mgwest.com <i>General e-mail:</i> inquiry@mgwest.com	
RDI (Ibex Enterprises dba), 747 Front Street, Suite 100, San Francisco, CA 94111 Knoll 1067680 3231 W SFN	PH: (415) 777-0202 FX: (415) 777-0941	Ann Pantera	ann.pantera@rdi-sf.com	
Sierra School Equipment Company, 1911 Mineral Court, P.O. Box 80667, Bakersfield, CA 93308-0667 Knoll 1004829 1105 W LAN FedEx/UPS ZIP Code: 93308-6812	PH: (661) 399-2993 FX: (661) 399-0218	Michael McDermott	mikemcdermott@ssecinc.com	
Smart Office Interiors, 601 Pine Avenue, Suite A, Goleta, CA 93117 Knoll 1185387 6173 W LAN	PH: (805) 965-8585 FX: (805) 965-5119	Robert McInerney	robert@smartofficeinteriors.com	
Systems Source, Inc. (HDQ), 4685 MacArthur Court, Suite 100, Newport Beach, CA 92660 Knoll 1004713 56639 W LAN	PH: (949) 852-0920 FX: (949) 852-0929	Rosemarie Smith	rsmith@systemssource.com	
Systems Source, Inc., 601 West 5th Street, STE 400, Los Angeles, CA 90071 Knoll 1004713 56639 W LAN	PH: (310) 234-9814 FX: (310) 234-9434	Rosemarie Smith	rsmith@systemssource.com	
Systems Source, Inc., 530 B Street, Suite 110, San Diego, CA 92101 Knoll 1348590 11168 W LAN	PH: (619) 822-2453 FX:	Rosemarie Smith	rsmith@systemssource.com	
Western Office LA (HDQ), 500 Citadel Drive, Ste. 250, Los Angeles, CA 90040 Knoll 1004143 1035 W LAN	PH: (323) 271-1800 FX: (323) 271-1801	Jonathan Felton	jfelton@westernoffice.com <i>General e-mail:</i> info@westernoffice.com	
Western Office LA, 515 South Figueroa Street, Suite 101, Los Angeles, CA 90071 Knoll 1004143 1035 W LAN	PH: (323) 271-1800 FX:	Jonathan Felton	jfelton@westernoffice.com <i>General e-mail:</i> info@westernoffice.com	
Western Office LA, 611 Anton Boulevard, Suite 350, Costa Mesa, CA 92626 Knoll 1004143 1035 W LAN	PH: (714) 559-7700 FX:	Jonathan Felton	jfelton@westernoffice.com <i>General e-mail:</i> info@westernoffice.com	
Colorado				
ELEMENTS Denver, 2501 Blake Street, Denver, CO 80205 Knoll 1264069 7671 W PHO	PH: (303) 471-4334 FX: (303) 471-4330	Traci Lounsbury	tlounsbury@workplaceelements.com	

KNOLL DEALERS (Knoll and Limited) - Sorted by 1) U.S. 2) Canada & Various Southern Islands

Dealer Name/Address Status JDE# Oracle# DIV REG	Telephone Facsimile	Contact Name	e-mail	July 19, 2019
Connecticut				
Arenson Office Furnishings, Inc., 300 First Stamford Place, Stamford, CT 06902 Knoll 1005063 1130 N NYC	PH: (203) 348-2900 FX: (203) 348-0055	Carl Milianta	cmilianta@aof.com information@aof.com	
De Clercq Office Group, Ltd. (HDQ), 112 Rowayton Avenue, Rowayton, CT 06853 Knoll 1102697 4360 N NYC	PH: (203) 831-5007 FX: (203) 831-5010	Dan De Clercq	dan@dog-office.com	
De Clercq Office Group, Ltd., 1227 Whitney Avenue, Hamden, CT 06517 Knoll 1258074 7538 N BOS	PH: (203) 230-9144 FX: (203) 230-9380	Debra Hopewell De Clercq	deb@dog-office.com	
De Clercq Office Group, Ltd., 36 Huyshope Avenue, Hartford, CT 06106 Knoll 1258074 7538 N BOS GPS Address: 10 Sequassen Street, Hartford, CT 06106	PH: (860) 969-8050 FX:	Debra Hopewell De Clercq	deb@dog-office.com	
DC				
EvensonBest LLC, 1000 Vermont Avenue NW, 7th Floor, Washington, DC 20005 Knoll 1265224 7701 N WAS	PH: (202) 540-5700 FX: (202) 540-5701	Vernon Evenson	vevenson@evensonbest.com <i>General e-mail:</i> info@evensonbest.com	
MOI, Inc., 111 K Street NE, 8th Floor, Washington, DC 20002 Knoll 1004365 1043 N WAS	PH: (202) 469-7600 FX: (202) 469-7699	David Noel	dnoel@moii.com <i>General e-mail:</i> info@moii.com	
Delaware				
Corporate Facilities, Inc., 919 North Market Street, Suite 425, Wilmington, DE 19801 Knoll 1004597 1057 N PHI	PH: (302) 425-3700 FX: No number at this time.	Robert Chevalier	robert@cfi-knoll.com <i>General e-mail:</i> info@cfi-knoll.com	
Florida				
Beaux-Arts Group (HDQ) (Beaux-Arts Installation Group dba), 400 North Ashley Drive, Suite 800, Tampa, FL 33602-4301 Knoll 1214722 6651 S MIA	PH: (813) 880-8686 FX: (813) 889-8707	Bill Everett Anne Adams Everett	beverett@bagcontract.com aadamsm@bagcontract.com <i>General e-mail:</i> infotampa@bagcontract.com	
Beaux-Arts Group (Beaux-Arts Installation Group dba), 13100 Westlinks Terrace, Unit 11, Ft. Myers, FL 33913 Knoll 1214722 6651 S MIA	PH: (239) 280-1399 FX: (239) 225-1430	Bill Everett Anne Adams Everett	beverett@bagcontract.com aadamsm@bagcontract.com <i>General e-mail:</i> infoftmyers@bagcontract.com	
Beaux-Arts Group (Beaux-Arts Installation Group dba), 4750 New Broad Street, Suite 150, Orlando, FL 32814 Knoll 1347106 10892 S MIA	PH: (407) 302-0092 FX: (407) 302-3329	Bill Everett Anne Adams Everett	beverett@bagcontract.com aadamsm@bagcontract.com <i>General e-mail:</i> infoorlando@bagcontract.com	
Beaux-Arts Installation Group Disney, 400 North Ashley Drive, Suite 800, Tampa, FL 33602-4301 Knoll 1337021 9828 S MIA	PH: (813) 880-8686 FX: (813) 889-8707	Bill Everett Anne Adams Everett	beverett@bagcontract.com aadamsm@bagcontract.com	
Business Interiors, Inc., 223 West Gregory Street, Pensacola, FL 32502 Knoll 1003950 1028 S ATL	PH: (850) 266-9266 FX: (850) 469-1981	Alan Pizzitola	apizzitola@businteriors.com <i>General e-mail:</i> biinfo@businteriors.com	
CBI, 888 East Las Olas Boulevard, Ste. 600, Ft. Lauderdale, FL 33301 Knoll 1351233 11659 S MIA	PH: (954) 315-3100 FX: (954) 767-0320	David Longo	david.longo@cbi-nc.com <i>General e-mail:</i> cbi@cbi-se.com	
CBI, 6 East Bay Street, Ste. 100, Jacksonville, FL 32202 Knoll 1391646 17569 S MIA	PH: (904) 343-9852 FX: (904) 212-2361	David Longo	david.longo@cbi-nc.com <i>General e-mail:</i> cbi@cbi-se.com	
IFS Business Interiors, 318 North Monroe Street, Tallahassee, FL 32301 Knoll 1035016 2175 S MIA	PH: (850) 536-0888 FX: (850) 536-0890	Christopher Kearney Kelly Kearney	ckearney@ifsbi.com kkearney@ifsbi.com	
Georgia				
Corporate Environments of Georgia, Inc., 1636 Northeast Expressway, Atlanta, GA 30329 Knoll 1004590 1054 S ATL	PH: (404) 679-8999 FX: (404) 679-8950	Karen Hughes	khughes@corporateenvironments.com	
Mason, Inc., 2301-B Rowland Avenue, P.O. Box 9944, Savannah, GA 31412 Knoll 1005094 1134 S ATL Physical ZIP: 31404	PH: (912) 232-4192 FX: (912) 234-3654	Joseph Connors, Jr.	jconnors@mason-inc.com	
Hawaii				
Corporate Environments International LLC, 841 Bishop Street, Ste. 1188, Honolulu, HI 96813 Knoll 1019436 1946 W SFN	PH: (808) 526-2825 FX: (808) 526-1762	Michael Yasui	myasui@ceihawaii.com	
Idaho				
Sprague Solutions, 615 West Hays Street, Boise, ID 83702 Knoll 1190431 6262 W SEA	PH: (208) 331-7737 FX: (208) 331-7797	Daniel Sprague	daniel@spraguesolutions.com	
Illinois				
Corporate Concepts, Inc. (HDQ), 500 Waters Edge, Ste. 200, Lombard, IL 60148 Knoll 1004622 1065 W CHI	PH: (630) 691-8800 FX: (630) 691-8873	Vickie Hansel Larry Zerante Jennifer Cusack	vhansel@corpconc.com lzerante@corpconc.com jcusack@corpconc.com	
Corporate Concepts, Inc., 205 West Wacker, Suite 2300, Chicago, IL 60606 Knoll 1004622 1065 W CHI	PH: (312) 670-0230 FX: (312) 670-4291	Vickie Hansel Larry Zerante Jennifer Cusack	vhansel@corpconc.com lzerante@corpconc.com jcusack@corpconc.com	
Resource One of Illinois, Ltd., 321 East Adams, Springfield, IL 62701 Knoll 1003929 1027 W CHI	PH: (217) 753-5742 FX: (217) 753-5748	Cynthia Davis Craig Mannschreck	cdavis@resourceoneoffice.com cmannschreck@resourceoneoffice.com	

KNOLL DEALERS (Knoll and Limited) - Sorted by 1) U.S. 2) Canada & Various Southern Islands

Dealer Name/Address Status JDE# Oracle# DIV REG	Telephone Facsimile	Contact Name	e-mail	July 19, 2019
Indiana				
RJE Business Interiors, Inc. (HDQ), 621 East Ohio Street, Indianapolis, IN 46202	PH: (317) 293-4051	Dennis Sponsel	dsponsel@rjefurn.com	
Knoll 1004687 1082 S IND	FX: (317) 297-8513			
RJE Business Interiors, Inc., 301 West Jefferson Boulevard, Fort Wayne, IN 46802	PH: (260) 702-3030	Dennis Sponsel	dsponsel@rjefurn.com	
Knoll 1358619 50260 S IND		<i>General e-mail:</i> rje@rjefurn.com		
Iowa				
Saxton, Inc. (HDQ), 600 3rd Street, SE, Ste. 300, Cedar Rapids, IA 52401-2010	PH: (319) 365-6967	Kim Augspurger	kim-augspurger@saxtoninc.com	
Knoll 1004637 1070 W STL	FX: (319) 365-2316			
Saxton, Inc., 108 Third Street, Suite 100, Des Moines, IA 50309-4733	PH: (515) 244-6116	Kim Augspurger	kim-augspurger@saxtoninc.com	
Knoll 1004639 1072 W STL	FX: (515) 244-6351			
Kansas				
Evologic LLC, 14950 West 86th Street, Lenexa, KS 66215	PH: (913) 894-6273	Trisha Allenbrand	tallenbrand@spacesinc.com	
Knoll 1177680 6033 W STL	FX: (913) 894-8890			
Spaces, Inc., 14950 West 86th Street, Lenexa, KS 66215	PH: (913) 894-8900	Trisha Allenbrand	tallenbrand@spacesinc.com	
Knoll 1004811 1100 W STL	FX: (913) 894-8890	Chris McCormack	cmccormack@spacesinc.com	
Kentucky				
Happy's of Madisonville, Inc., 62 South Main Street, Madisonville, KY 42431	PH: (270) 821-6300	Ronnie Vaughn	ronnie@happys.com	
Knoll 1004768 1097 S IND	FX: (270) 821-7801			
RJE Business Interiors, Inc., 257 East Short Street, Lexington, KY 40507	PH: (859) 231-7774	Dennis Sponsel	dsponsel@rjefurn.com	
Knoll 1428412 59505 S IND	FX: (859) 233-9623		rje@rjefurn.com	
RJE Business Interiors, Inc., 732 West Main Street, Louisville, KY 40202	PH: (502) 566-3000	Dennis Sponsel	dsponsel@rjefurn.com	
Knoll 1428412 59505 S IND	FX: (502) 785-8400		rje@rjefurn.com	
Louisiana				
AOS Architectural Interiors (Associated Office Systems of Louisiana, Inc. dba), 400 Poydras Street, Ste. 1700, Texaco Center, New Orleans, LA 70130	PH: (504) 561-8400	Shelby Russ, Jr.	s.russ@thinkaos.com	
Knoll 1004723 1090 S HOU	FX: (504) 561-1155		<i>General e-mail:</i> neworleanssales@a-o-s.net	
AOS Architectural Interiors (Associated Office Systems of Louisiana, Inc. dba), One American Place, 301 Main Street, Suite 1610, Baton Rouge, LA 70801	PH: (225) 766-5558	Shelby Russ, Jr.	s.russ@thinkaos.com	
Knoll 1004723 1090 S HOU	FX: (859) 233-9623		<i>General e-mail:</i> neworleanssales@a-o-s.net	
IDI, Inc. (Innovative Intelligent Design, Inc. dba), 815 West Congress Street, Lafayette, LA 70501	PH: (337) 236-9107	Heather Trosclair	heather@idi4design.com	
Knoll 1005101 1136 S HOU	FX: (337) 236-9108	Byron Trosclair	byron@idi4design.com	
J & P Sales, Inc., P.O. Box 3929, Shreveport, LA 71133	PH: (318) 635-1551	Judy Conway	judyconway@bellsouth.net	
Knoll 1218002 6726 S HOU <i>FedEx Address:</i> 5158 Interstate Drive, Ste. 309, Shreveport, LA 71109	FX: (318) 635-1584	Prentice Conway		
Maine				
Office Resources, Inc., 22 York Street, Suite 101, Portland, ME 04101	PH: (207) 775-5344	Paul Fraser	PaulFraser@ori.com	
Knoll 1331601 9588 N BOS	FX: (207) 775-6731	Kevin Barbary	KevinBarbary@ori.com	
Maryland				
MOI, Inc. (Headquarters), 1801 Porter Street, Suite 100, Baltimore, MD 21230	PH: (443) 780-2000	David Noel	dnoel@moii.com	
Knoll 1004365 1043 N WAS	FX:		<i>General e-mail:</i> BaltimoreOpportunities@moii.com	
Massachusetts				
Interior Resources Group, LLC, 810 Boston Turnpike Road, Shrewsbury, MA 01545	PH: (401) 374-8405	Karen Boegemann	kboegemann@irg-mwbe.com	
Limited 1318263 71062 N BOS	FX:			
Office Resources, Inc. (HDQ), 263 Summer Street, Boston, MA 02210	PH: (617) 423-9100	Paul Fraser	PaulFraser@ori.com	
Knoll 1004871 1115 N BOS	FX: (617) 423-5590	Kevin Barbary	KevinBarbary@ori.com	
Office Resources, Inc., 810 Boston Turnpike Road, Shrewsbury, MA 01545	PH: (508) 719-0219	Paul Fraser	PaulFraser@ori.com	
Knoll 1004871 1115 N BOS	FX: (508) 719-0220	Kevin Barbary	KevinBarbary@ori.com	
		Robert Tenaglia	roberttenaglia@ori.com	
Michigan				
American Interiors Detroit, 29550 Hudson Drive, Novi, MI 48377	PH: (248) 624-2255	Steve Essig	steve@aminteriors.com	
Knoll 1084380 3999 S IND	FX: (248) 624-7755			
Lakeshore Furniture LLC, 450 West Hackley Avenue, Muskegon, MI 49444	PH: (231) 733-0604	Travis Griffith	travisg@lsfurniture.online	
Knoll 1164297 5750 S IND	FX: (231) 733-6502			
Metro Business Interiors, Inc., 520 West Main Street, P.O. Box 1144, Benton Harbor, MI 49023-1144 (Physical ZIP: 49022)	PH: (269) 926-0911	Matthew Luxem	mattluxem@gmail.com	
Limited 1004721 1089 S IND "Essentials" Only Product	FX: (269) 926-0581			
Michigan Office Design, 26677 West Twelve Mile Road, Suite 165, Southfield, MI 48034	PH: (248) 447-7969	Sarah Jones	sjones@moddesign.net	
Limited 1004866 1113 S IND All Products + Essentials: Wayne County, Blue Cross/Blue Shield, Karmanos, Fanuc Robotics, Henry Ford Health Systems, Continental Teves, Creative Foam & GM Call Centers	FX: (248) 654-1122			
Pinnacle Design (Consumer Office Furniture, Inc. dba), 3700 Bay Road, Saginaw, MI 48603	PH: (989) 790-7240	Sam Shaheen	sam@shaheendevlopment.com	
Knoll 1084383 4000 S IND	FX: (989) 790-1191	Peter Shaheen	peter@shaheendevlopment.com	

KNOLL DEALERS (Knoll and Limited) - Sorted by 1) U.S. 2) Canada & Various Southern Islands

Dealer Name/Address Status JDE# Oracle# DIV REG	Telephone Facsimile	Contact Name	e-mail	July 19, 2019
Minnesota				
Parameters, Ltd., 705 Marquette Avenue, South, Suite 1000, Minneapolis, MN 55402(Mail & Packages)	PH: (952) 903-5200	David Haines	davidh@parameters.com	
Knoll 1004629 1067 W CHI Deliveries & Drop Ship:	FX: (952) 903-5293	Lauri Bolin	lbolin@parameters.com	
Baker Center Loading Dock, Attn: Parameters - 705 Building, STE 1000, 114 South 8th ST, Minneapolis, MN 55402				
			<i>General e-mail:</i> info@parameters.com	
Mississippi				
Spaces Group South, LLC, 6311 Ridgewood Road, Suite E102, Jackson, MS 39211	PH: (601) 472-2000	Carol Johnson	cjohnson@spacesgrp.com	
Knoll 1431366 64606 S ATL UPS/FedEx address: 1060 E County Line Road, #3A-332, Ridgeland, MS 39157	FX:		<i>General e-mail:</i> info@spacesgrp.com	
Missouri				
CI Select (HDQ), 11840 Westline Industrial Drive, Suite 100, St. Louis, MO 63146	PH: (314) 909-1990	Claire Erker	cerker@ciselect.com	
Knoll 1004634 1068 W STL	FX: (314) 909-1911	Brian Heigel	bheigel@ciselect.com	
			<i>General e-mail:</i> info@ciselect.com	
NewGround International, Inc., 15450 South Outer Forty DR, STE 300, Chesterfield, MO 63017	PH: (636) 898-8100	Deanna Schoen	dschoen@newground.com	
Limited 1007057 1143 W STL Major projects controlled by Dealer - All Knoll Product	FX: (636) 898-8111			
Nebraska				
Business World Products of Hastings, Inc., 634 West Second Street, POB 972, Hastings, NE 68902	PH: (402) 463-9660	Michael Schmidt	mschmidt@bwphastings.com	
Knoll 1004914 1120 W STL FedEx/UPS ZIP Code: 68901	FX: (402) 463-9712	Mike Florek	mikef@bwphastings.com	
CI Select, 4614 Dodge Street, Omaha, NE 68132	PH: (402) 925-3200	Claire Erker	cerker@ciselect.com	
Knoll 1428414 59503 W STL	FX:	Brian Heigel	bheigel@ciselect.com	
			<i>General e-mail:</i> info@ciselect.com	
Nevada				
Western Office, 5565 S. Decatur Boulevard, Ste. 108, Las Vegas, NV 89118	PH: (702) 347-5500	Mike Dona	MDona@westernoffice.com	
Knoll 1013146 1813 W PHO	FX: (702) 347-5501	Greg Dona	Gdona@westernoffice.com	
New Hampshire				
Office Resources, Inc., 22 Deer Street, Portsmouth, NH 03801	PH: (603) 645-9808	Paul Fraser	PaulFraser@ori.com	
Knoll 1005154 1140 N BOS	FX: (603) 645-6798	Kevin Barbary	KevinBarbary@ori.com	
		Doug Ellis	dougellis@ori.com	
New Jersey				
Arenson Office Furnishings, Inc., 90 Woodbridge Center Drive, Ste. 160, Woodbridge, NJ 07095-1142	PH: (732) 283-9395	Carl Milianta	cmilianta@aof.com	
Knoll 1004728 1091 N NYC	FX: (732) 283-9198			
CFI GOV LLC, 2129 Chestnut Street, Philadelphia, PA 19103 (Physical: 28 South Broadway, Gloucester City, NJ 08030)	PH: (856) 603-0546	Amanda Chevalier	achevalier@cfinj-Knoll.com	
Limited 1334394 75760 N PHI Limitation: GSA, US Communities & States Government (DE, E. PA and S. NJ)	FX: (856) 662-5787			
Corporate Facilities of New Jersey, 6950 Sherman Lane, Pennsauken, NJ 08110	PH: (856) 662-5200	Amanda Chevalier	achevalier@cfinj-knoll.com	
Knoll 1151479 5428 N PHI	FX: (856) 662-5787		<i>General e-mail:</i> info@cfi-knoll.com	
EvensonBest LLC, 400 Connell Drive, Ste. 2100, Berkeley Heights, NJ 07922	PH: (908) 663-2700	Vernon Evenson	vevenson@evensonbest.com	
Knoll 1192307 6290 N NYC	FX: (908) 663-2701		<i>General e-mail:</i> info@evensonbest.com	
Feigus Office Furniture, 2604 Atlantic Avenue, Suite 100, Wall, NJ 07719	PH: (732) 780-6665	Brad Feigus	brad@feigus.com	
Knoll 1005088 1132 N NYC	FX: (732) 528-7007			
New Mexico				
Workspace Dynamics, Inc., 4711 Lomas Boulevard NE, Albuquerque, NM 87110	PH: (505) 265-7651	Mary Jury	mjury@wsdnm.com	
Knoll 1061756 2837 W PHO	FX: (505) 255-8210			
New York				
A. R. Kropp Co. & Sons (A. R. Kropp LLC d/b/a), 1515-B Fifth Industrial Court, Bay Shore, NY 11706	PH: (631) 549-9240	Tim Kropp	timothykropp@arkshelving.com	
Limited 1443050 79685 N NYC	FX: (631) 423-3661	Greg Kropp	gregkropp@arkshelving.com	
Arenson Office Furnishings, Inc. (HDQ), 1115 Broadway, 6th Floor, New York, NY 10010	PH: (212) 633-2400	Carl Milianta	cmilianta@aof.com	
Knoll 1004594 1055 N NYC	PH: (212) 633-2777		information@aof.com	
Currimbhoy & Cassidy, LLC, 347 West 39th Street, Suite 7W, New York, NY 10018	PH: (212) 967-1868	Nayana Currimbhoy	nayana@currimbhoy-cassidy.com	
Limited 1282750 8143 N NYC Limitation: Limited to servicing one customer, EvensonBest LLC.	FX: (212) 494-0049	Paul Cassidy	paul@currimbhoy-cassidy.com	
David G. Rosen, Inc., 25 South Service Road, Suite 210, Jericho, NY 11753	PH: (516) 333-3535	David Rosen	dgrfurn@optonline.net	
Knoll 1003998 1031 N NYC	FX: (516) 333-0338			
DRB Business Interiors, 153 Regent Street, Saratoga Springs, NY 12866	PH: (518) 306-5233	Daniel Bullis	dbullis@drbbusinessinteriors.com	
Knoll 1275378 7941 N BOS	FX: (518) 306-5256			
EvensonBest LLC (HDQ), 641 Avenue of the Americas, 6th Floor, New York, NY 10011	PH: (212) 549-8000	Vernon Evenson	vevenson@evensonbest.com	
Knoll 1005001 1127 N NYC	FX: (212) 549-8212		<i>General e-mail:</i> info@evensonbest.com	
Global Packing Solutions, 70 East Sunrise Highway, Suite 611, Valley Stream, NY 11581	PH: (516) 568-2080	Emmett Walker	ewalker@glopacilc.com	
Limited 1443053 79688 N NYC	FX: (516) 568-1274	Mitchell Sloane	msloane@glopacilc.com	
Grassroots Contract Interiors, 737 Main Street, Suite 175, Buffalo, NY 14203	PH: (716) 247-5256	Katherine Gunsolus	katherine@gcibuffalo.com	
Knoll 1314997 9059 N BOS Mailing Address: P.O. Box 43, Buffalo, NY 14201	FX: (716) 875-2500	Tim Hutton	tim@gcibuffalo.com	

KNOLL DEALERS (Knoll and Limited) - Sorted by 1) U.S. 2) Canada & Various Southern Islands

July 19, 2019

Dealer Name/Address Status JDE# Oracle# DIV REG	Telephone Facsimile	Contact Name	e-mail
Just the Right Stuff, Inc. , 103 Twin Oaks Drive, Syracuse, NY 13206 Knoll 1328205 9459 N BOS	PH: (315) 433-1309 FX: (315) 463-7118	Dave Constas Neil Greenson	dconstas@justtherightstuff.com ngreeseon@justtherightstuff.com
Kinahan Associates LLC , 8799 Wedgefield Lane, Cicero, NY 13039 Limited 1443052 79687 N BOS	PH: (315) 572-2308 FX:	Kelly Kinahan	kelly@kinahanassociates.com
Lane Office , 256 West 38th Street, 5th Floor, New York, NY 10018 Knoll 1004952 1122 N NYC	PH: (212) 233-4100 FX: (212) 693-2124	Gregory Burke Avery Wasoleck	greg@laneoffice.com avery@laneoffice.com
Marigold Home Inc. , 747 State Route 28, Kingston, NY 12401 Limited 1260214 51514 N NYC <i>Limitation: Limited to servicing one customer, Arenson Office Furnishings.</i>	PH: (845) 338-0800 FX: (845) 338-0811	Maria Mendoza	maria@marigold-home.com
Office Resources, Inc. , 1501 Broadway, Suite 802, New York, NY 10036 Knoll 1004281 1040 N NYC	PH: (212) 704-9848 FX: (212) 944-8264	Paul Fraser Kevin Barbary	PaulFraser@ori.com KevinBarbary@ori.com
Weeks Lerman Group, LLC (The) , 58-38 Page Place, Maspeth, NY 11378 Knoll 1061366 2809 N NYC	PH: (718) 803-5000 FX: (718) 628-7724	Sid Lerman	sid@weekslerman.com
North Carolina			
CBI (HDQ) , 4020 Yancey Road, Charlotte, NC 28217 Knoll 1004647 1075 S CHA	PH: (704) 525-7630 FX: (704) 527-9361	Dave Longo	david.longo@cbi-nc.com
CBI , 625 Oberlin Road, Raleigh, NC 27605 Knoll 1072252 3532 S CHA	PH: (919) 991-1077 FX: (919) 991-1066	Dave Longo	david.longo@cbi-nc.com
CBI , 322 East Chapel Hill Street, Durham, NC 27701 Knoll 1072252 3532 S CHA	PH: no land line FX: no land line	David Longo <i>General e-mail:</i>	david.longo@cbi-nc.com cbi@cbi-nc.com
CBI , 814 Angelo Brothers Avenue, Winston-Salem, NC 27101 Knoll 1231533 6999 S CHA	PH: (336) 724-5194 FX: (336) 727-1049	David Longo Tonya Mayes-Sawyer	david.longo@cbi-nc.com tonya.sawyer@cbi-nc.com
Ohio			
American Interiors, Inc. (HDQ) , 302 S. Byrne Road, Building 100, Toledo, OH 43615 Knoll 1005061 1129 S IND	PH: (419) 535-1808 FX: (419) 535-1899	Steven Essig	steve@aminteriors.com
American Interiors, Inc. , 1001 Lakeside Avenue E, Ste. 150, Cleveland, OH 44114 Knoll 1173153 5944 S IND	PH: (216) 912-1200 FX: (216) 912-1201	Steven Essig	steve@aminteriors.com
O'Reilly Office LLC , 300 Spruce Street, Suite 150, Columbus, OH 43215 Knoll 1347667 11021 S IND <i>Given notice of termination. Final orders to be placed by 5/31/19 and ship by 7/31/19. Punch list through 8/31/19.</i>	PH: (614) 754-1895 FX: (614) 754-1524	Erica O'Reilly Thomas O'Reilly	erica@oreillyoffice.com toreilly@oreillyoffice.com
RJE Business Interiors, Inc. , 623 Broadway Street, Cincinnati, OH 45202 Knoll 1283817 8163 S IND	PH: (513) 641-3700 FX: (513) 641-0744	Dennis Sponsel	dsponsel@rjefurn.com
RJE Business Interiors, Inc. , 234 North 5th Street, Columbus, OH 43215 Knoll 1449839 87407 S IND	PH: (614) 374-5399 FX:	Dennis Sponsel Tarra Aufderheide	dsponsel@rjefurn.com taufderheide@rje-bi.com
Oklahoma			
Bauhaus , 426 East 4th Street, Tulsa, OK 74120 Knoll 1416264 50941 S DAL	PH: (918) 557-9885 FX:	Ron Welch	rwelch@bauhausinteriors.com
Spaces, Inc. , 2801 Coltrane Place, Suite 1, Edmond, OK 73034 Knoll 1065103 3001 S DAL	PH: (405) 216-8800 FX: (405) 216-8802	Alison Hafar Don Henke	alisonhafar@spacesok.com donhenke@spacesok.com
Oregon			
Environments , 707 SE Belmont Avenue, Portland, OR 97214 Knoll 1004596 1056 W SEA	PH: (503) 236-3600 FX: (503) 236-1300	Chris Corrado	chrisc@environmentsnw.com
Workspace (Interior Office Concepts, Inc. dba), 150 N. Bartlett Street, Ste. 100, Medford, OR 97501 Knoll 1059228 2607 W SEA	PH: (541) 776-4043 FX: (541) 776-3812	Justin Steffens	justin@iocteam.com
Pennsylvania			
A. J. Grack Business Interiors , 3364 West 26th Street, Building B, Erie, PA 16506 Knoll 1004733 1095 N PHI	PH: (814) 835-8217 FX: (814) 836-0307	A. J. Grack Dory Grack	ajgrack@ajgrack.com dorygrack@ajgrack.com
Corporate Facilities, Inc. (HDQ) , 2129 Chestnut Street, Philadelphia, PA 19103 Knoll 1004597 1057 N PHI	PH: (215) 279-9999 FX: (215) 279-9445	Robert Chevalier Patricia Dobkin	robert@cfi-knoll.com pdobkin@cfi-knoll.com
Corporate Facilities, Inc. , 300 Brookside Avenue, Building 4, Suite 100, Ambler, PA 19002 Knoll 1004597 1057 N PHI	PH: (215) 279-9999 FX:	Robert Chevalier <i>General e-mail:</i>	robert@cfi-knoll.com info@cfi-knoll.com
Corporate Facilities, Inc. , 401 E. Windy Hill Road, Suite 110, Mechanicsburg, PA 17055 Knoll 1351709 11747 N PHI	PH: (717) 234-1234 FX:	Robert Chevalier	robert@cfi-knoll.com
Corporate Facilities - Lehigh Valley, LLC , 1042 Hamilton Street, Allentown, PA 18101 Knoll 1170077 5905 N PHI	PH: (610) 434-7236 FX: (610) 439-0719	Robert Chevalier Beverley Kahler	robert@cfi-knoll.com beverley@cfilv-knoll.com
Corporate Facilities, Inc. , 119 South Burrowes Street, Ste. 608, State College, PA 16801 Knoll 1351709 11747 N PHI	PH: (717) 234-1234 FX:	Robert Chevalier <i>General e-mail:</i>	robert@cfi-knoll.com info@cfi-knoll.com
Workspace, Inc. , 1900 Lowe Street, Pittsburgh, PA 15220 Knoll 1004870 1114 N PHI	PH: (412) 920-6300 FX: (412) 920-7570	Dawn Sauter David Sauter	dmsauter@workspaceinc.com dsauter@workspaceinc.com

KNOLL DEALERS (Knoll and Limited) - Sorted by 1) U.S. 2) Canada & Various Southern Islands

Dealer Name/Address Status JDE# Oracle# DIV REG	Telephone Facsimile	Contact Name	e-mail	July 19, 2019
Puerto Rico				
Systema (PR), Inc. , 250 F. D. Roosevelt Avenue, San Juan, PR 00918-2311	PH: (787) 751-5775	Rafael Tamayo	rafael@systema.net	
Knoll 1004356 1042 S MIA	FX: (787) 751-1410		sales@systema.net	
Rhode Island				
Sheehans Office Interiors, Inc. (HDQ), 524 Park Avenue, P.O. Box 629, Portsmouth, RI 02871-0629	PH: (401) 683-3150	Jack Sheehan	jsheehan@sheehansoffice.com	
Knoll 1003997 1030 N BOS FedEx/UPS ZIP Code: 02871-4940	FX: (401) 683-4990			
Sheehan's Office Interiors, Inc. , 865 Waterman Avenue, East Providence, RI 02914	PH: (401) 683-3150	Jack Sheehan	jsheehan@sheehansoffice.com	
Knoll 1003997 1030 N BOS	FX:			
South Carolina				
CBI , 526-B King Street, Charleston, SC 29403	PH: (843) 853-8888	Dave Longo	david.longo@cbi-nc.com	
Knoll 1099944 4296 S CHA	FX: (843) 853-3511			
CBI , 205 East Broad Street, Greenville, SC 29601	PH: (864) 404-4200	David Longo	david.longo@cbi-nc.com	
Knoll 1423458 55609 S CHA Use JDE#1332880 for literature orders only)	FX: (864) 478-1234			
Corporate Concepts, Inc. , 2412 Main Street, Columbia, SC 29201-1948	PH: (803) 758-2900	Rutledge Davies	RDavies@CorporateConceptsofSC.com	
Knoll 1004491 1047 S CHA	FX: (803) 758-2904			
Talotta Contract Interiors & Office Furniture USA , 4575 Dickpond RD - Highway 544, Myrtle Beach, SC 29588	PH: (843) 650-5217	Frank Talotta	FrankT@talottainterior.com	
Knoll 1068645 3300 S CHA	FX: (843) 650-2373			
South Dakota				
A&B Business, Inc. , 1600 North A Avenue, Sioux Falls, SD 57104	PH: (605) 335-8520	Dennis Aanenson	dennis.aanenson@abbusiness.com	
Knoll 1350551 11523 W CHI	FX: (605) 335-8942			
Tennessee				
CBI , 128 South Gay Street, Knoxville, TN 37902	PH: (865) 321-4900	David Longo	david.longo@cbi-nc.com	
Knoll 1330630 9545 S CHA	FX: (865) 342-4872	Dean Vance	dean.vance@cbi-tn.com	
CBI , 701 Cherry Street, Ste. 100, Chattanooga, TN 37402	PH: (423) 308-6982	David Longo	david.longo@cbi-nc.com	
Knoll 1330630 9545 S CHA	FX: (423) 376-1257		General e-mail: cbi@cbi-tn.com	
GBI , 7111 Commerce Way, Brentwood, TN 37027	PH: (615) 425-5252	Jay Chawan	jay@gbinashville.com	
Knoll 1382818 16442 S CHA	FX: (615) 425-5250		General e-mail: info@gbinashville.com	
Inspire Business Interiors (TIH Associates, LLC dba) , 725 West Walnut Street, Johnson City, TN 37604	PH: (423) 282-5400	Tracy Johnson	tjohnson@inspirebusinessinteriors.com	
Knoll 1208644 6556 S CHA	FX: (423) 282-6542			
Spaces Group LLC , 7760 Trinity Road, Suite 106, Cordova, TN 38018	PH: (901) 348-4600	Carol Johnson	cjohnson@spacesgrp.com	
Knoll 1293695 8454 S CHA	FX: (901) 395-0039			
Texas				
Bauhaus , 1645 Stemmons Freeway, Suite A, Dallas, TX 75207	PH: (214) 744-5500	Ron Welch	rwelch@bauhausinteriors.com	
Knoll 1004826 1103 S DAL	FX: (214) 744-5503			
Debner+Company , 8020 Katy Freeway, Houston, TX 77024	PH: (713) 782-1300	Tim Debner	timd@debner.com	
Knoll 1004603 1059 S HOU	FX: (713) 782-1332	Cody Debner	codyd@debner.com	
GL Seaman & Company (HDQ) , 4201 International Parkway, Dallas, TX 75007	PH: (214) 764-6400	Bobby Lutz	blutz@glsc.com	
Knoll 1269339 7791 S DAL	FX: (214) 764-6420			
GL Seaman & Company , 2624 Weisenberger Street, Ft. Worth, TX 76107	PH: (817) 336-5400	Bobby Lutz	blutz@glsc.com	
Knoll 1269339 7791 S DAL	FX: (817) 336-5442			
G&S Office Supply, Inc. , 6425 Polaris Drive, Suite 7, POB 452107, Laredo, TX 78045	PH: (956) 722-1773	Ronald Levy	rjlevy1@swbell.net	
Knoll 1069608 3357 S HOU FedEx/UPS ZIP: 78041	FX: (956) 722-7440			
Perry Office Products, Inc. , 1401 North 3rd Street, Temple, TX 76501	PH: (254) 778-4755	Harry Macey, III	harry.macey@perryop.com	
Knoll 1444726 81617 S HOU	FX: (254) 778-0082			
Shelby Distributions, Inc. dba Express Office Products , 29 A Butterfield Trail, El Paso, TX 79906	PH: (915) 590-3050	Julian Grubbs	jgrubbs@expressop.com	
Knoll 1305821 8782 W PHO	FX: (915) 590-3080			
Shelton-Keller Group, Inc. (HDQ) , 6301 East Stassney Lane, Building 9, Ste. 100, Austin, TX 78744-3069	PH: (512) 481-1500	Diana Keller	dkeller@skgtexas.com	
Knoll 1004865 1112 S HOU	FX: (512) 481-1550		General e-mail: info@sheltonkeller.com	
Shelton-Keller Group, Inc. , 1627 Broadway Street, San Antonio, TX 78215	PH: (210) 320-2500	Diana Keller	dkeller@skgtexas.com	
Knoll 1428413 59504 S HOU	FX: no		General e-mail: info@sheltonkeller.com	
Utah				
WorkSpace Elements , 3003 South Highland Drive, Salt Lake City, UT 84106	PH: (801) 746-0271	Timothy Barney	tim@lvp-llc.com	
Knoll 1284046 8166 W SEA	FX: (801) 973-0573			
Virginia				
Cazador, LLC , 13873 Park Center Road, Suite 400N, Herndon, VA 20171	PH: (571) 723-4255	David Hoy	david.hoy@cazador.biz	
Limited 1264703 7682 N WAS Limitation: Veterans Health Administration Indefinite Delivery-Indefinite Quantity Contract only	FX:		General e-mail: cazador.biz	

KNOLL DEALERS (Knoll and Limited) - Sorted by 1) U.S. 2) Canada & Various Southern Islands

July 19, 2019

Dealer Name/Address Status JDE# Oracle# DIV REG	Telephone Facsimile	Contact Name	e-mail
Miller's Supplies at Work , 1154 Martinsburg Pike, Winchester, VA 22603 Knoll 1407590 20202 N WAS	PH: (540) 662-1824 FX: (540) 662-1632	Mark Kelly	mkelly@millersoffice.com
MOI, Inc. , 1051 E. Cary ST, Ste. 101, Richmond, VA 23219 Knoll 1215265 6660 N WAS	PH: (804) 343-0788 FX: (804) 343-0789	David Noel <i>General e-mail:</i>	dnoel@moii.com info@moii.com
MOI, Inc. , Two Columbus Center, 4500 Main Street, Suite 610, Virginia Beach, VA 23462 Knoll 1326159 9396 N WAS	PH: (757) 201-3547 FX: (757) 201-3551	David Noel <i>General e-mail:</i>	dnoel@moii.com info@moii.com
Washington			
Freeform Interiors (Contract Resource Group, Inc. dba), 715 East Sprague Avenue, Suite 40, Spokane, WA 99202 Knoll 1450811 122408 W SEA	PH: (509) 458-0411 FX: (509) 458-0425	Fernando Jauretche	fernando@contractresourcegoup.com
Systems Source, Inc. , 6100 4th Avenue South, Suite 100B, Seattle, WA 98108 Knoll 1357310 54477 W SEA	PH: (206) 285-2208 FX: (206) 701-5306	Rosemarie Smith	rsmith@systemsourced.com
Systems Source, Inc. , 610 West 2nd Avenue, Spokane, WA 99201 Knoll 1357310 54477 W SEA	PH: (509) 209-8855 FX: (509) 209-8856	Rosemarie Smith	rsmith@systemsourced.com
Western Office , 2125 Western Avenue, Suite 400, Seattle, WA 98121 Knoll 1228041 6929 W SEA	PH: (206) 876-1400 FX: (206) 876-1401	Mike Dona	MDona@westernoffice.com
Western Office (for Spokane, Washington territory orders) (Contact the Seattle office with questions.) Knoll 1326786 9418			
West Virginia			
B. Stanley Gill, Inc. , 1119 Jefferson Road, South Charleston, WV 25309-9780 Knoll 1004094 1034 N WAS	PH: (304) 746-5200 FX: (304) 746-5203	Brian Legg	Bstanleygill@aol.com
Wisconsin			
Creative Business Interiors, Inc. (HDQ) , 1535 South 101st Street, Milwaukee, WI 53214 Knoll 1004680 1081 W CHI	PH: (414) 545-8500 FX: (414) 545-8588	John Norfolk	jnorfolk@creativebusinessinteriors.com
Creative Business Interiors, Inc. , 201 Moravian Valley Road, Ste. A, Waunakee, WI 53597 Knoll 1005119 1137 W CHI	PH: (608) 249-0904 FX: (608) 249-7350	John Norfolk	jnorfolk@creativebusinessinteriors.com
Systems Furniture, Inc. , 125 South Broadway, De Pere, WI 54115 Knoll 1003970 1029 W CHI	PH: (920) 336-1510 FX: (920) 336-4008	Curtis Beilke	curt.beilke@sysfurniture.com sales@sysfurniture.com

KNOLL DEALERS (Knoll and Limited) - Sorted by 1) U.S. 2) Canada & Various Southern Islands

Dealer Name/Address Status JDE# Oracle# DIV REG	Telephone Facsimile	Contact Name	e-mail	July 19, 2019
INTERNATIONAL LOCATIONS				
Bermuda				
Diversified Services Bermuda Ltd., P.O. Box HM 1877, Hamilton HM 11 Bermuda	PH: (441) 295-9253	Alan McKay	amckay@diversifiedbda.com	
Knoll 1004690 51520 CAN CCA FedEX/UPS Address: Suite 305, International Center, 26 Bermudiana Road	FX: (441) 295-5524	General e-mail: cyoung@diversifiedbda.com		
Canada				
Alberta				
ELEMENT Integrated Workplace Solutions Ltd., 140, 4411 - 6th Street SE, Calgary, AB T2G 4E8, Canada	PH: (403) 444-7390	Greg Forsgren	gforsgren@elementiws.com	
Knoll 1174467 5965 CAN CCA	FX: (403) 243-4808			
Innerspaces Business Furnishings, Inc., 10260 - 106th Street, Edmonton, AB T5J 1H7 Canada	PH: (780) 428-1083	Dennis Mozak	dmozak@synergybuilds.com	
Knoll 1134515 5048 CAN CCA	FX: (780) 426-6420	Jeff Cherniawski	jeffc@innerspaces.ca	
British Columbia				
Blackburn Young Office Solutions, Inc., 100 - 1111 Melville Street, Vancouver, BC V6E 3V6 Canada	PH: (604) 696-2220	Michael Blackburn	mblackburn@blackburnyoung.com	
Knoll 1261145 7615 CAN CCA	FX: (604) 696-6422			
Hub Office Furniture, Inc., #115-1631 Dickson Avenue, Kelowna, BC V1Y 0B5 Canada	PH: (250) 808-5811	Jules Galloway	jules@hubofficefurniture.com	
Knoll 1442381 78758 CAN CCA	FX: Joanne King	jo@hubofficefurniture.com		
Systems Source, Inc.	PH: (206) 285-2208	Rosemarie Smith	rsmith@systemssource.com	
Limited 1407123 56703 CAN CCA Limitation: Microsoft Canada	FX: (206) 624-2460			
Manitoba				
First Avenue Office Furnishings, Ltd., 976 Dugald Road, Winnipeg, MB R2J 0G9 Canada	PH: (204) 237-9615	Claudette Medway	claudette@firstavenueoffice.com	
Knoll 1004644 1074 CAN CCA	FX: (204) 237-9627			
Nova Scotia				
interSPACE Resource Group, Inc., 63 McQuade Lake Crescent, Bayers Lake, Halifax, NS B3S 1C4 Canada	PH: (902) 421-2116	C. Terry Wilson	twilson@interspace.ca	
Knoll 1217938 6723 CAN CCA	FX: (902) 425-3517			
Ontario				
Burovision, Inc., 300 Sparks Street, Ste. 230, Ottawa, ON K1R 7S3 Canada	PH: (613) 722-1833	Clark Moland	clark@burovision.com	
Knoll 1392321 17655 CAN CCA	FX: Luciano Ricciuti	luciano@burovision.com		
		General e-mail: info@burovision.com		
Drechsel Business Interiors (HDQ), 400 Oakdale Road, Downsview, ON M3N 1W5 Canada	PH: (416) 740-7120	Tova Drechsel	tova.drechsel@drechsel.com	
Knoll 1004673 1078 CAN CCA	FX: (416) 748-9682	Chris White	chris.white@drechsel.com	
Drechsel Business Interiors, 53 Jarvis Street, Toronto, ON M5C 2H2 Canada	PH: (416) 740-7123 x30	Tova Drechsel	tova.drechsel@drechsel.com	
Knoll 1004673 1078 CAN CCA (Use 1327067 to order literature/samples for this location only).	FX: (416) 645-0502	Chris White	chris.white@drechsel.com	
Triad Office Interiors, 3345 N. Service Road, Unit 100, Burlington, ON L7N 3G2 Canada	PH: (905) 331-8244	Todd McGauley	todd@triadoffice.ca	
Knoll 1198001 6389 CAN CCA	FX: (905) 331-8544			
Triad Office Interiors, 40 Weber Street East, Kitchener, ON N2H 6R3 Canada	PH: (905) 331-8244	Todd McGauley	todd@triadoffice.ca	
Knoll 1436168 70923 CAN CCA	FX: (905) 331-8544	General e-mail: info@triadoffice.ca		
Quebec				
Burovision, Inc., 625 avenue du President Kennedy, Niveau Mezzanine, Montreal, QC H3A 1K2 Canada	PH: (514) 481-1833	Renzo Fraraccio	renzo@burovision.com	
Knoll 1060366 2705 CAN CCA	FX: (514) 481-2010	Alexandra Choquette	alexandra@burovision.com	
Saskatchewan				
Avanti Office Products, 1245 Osler Street, Regina, SK S4R 1W4 Canada	PH: (306) 359-3108	Mauro Montanini	mauro@avantioffice.com	
Knoll 1004732 1094 CAN CCA	FX: (306) 525-5191			
Cayman Islands				
IRG Interior Spaces Ltd., One Artillery Court, Shedden RD, PO 2390, George Town, Cayman Islands, KY1-1105	PH: (345) 623-1111	Jeremy Hurst	jeremy@irg.ky	
Limited 1004945 1121 S MIA All Knoll Products	FX: (345) 623-1112			
West Indies				
Business Supply Group Ltd. (The) - BOSS Division, 8 Fernandes Industrial Center, Eastern Main Road, Laventille, Trinidad, West Indies	PH: (868) 626-0258	Gordon Dalla Costa	gdallacosta@bosstrinidad.com	
Knoll 1349258 11292 S MIA	FX: (868) 626-1945	General e-mail: sales@bosstrinidad.com		

Minority-Owned Dealerships (Page 1 of 1)

Cazador, LLC (Limited Customer Access)
13873 Park Center RD, STE 400N
Herndon, VA 20171

Principal: David H. Hoy
Telephone: (571) 723-4255
www.cazador.biz

Alaska Native-Owned (ANC). Small disadvantaged and minority-owned business.

Corporate Environments International LLC
841 Bishop Street, Ste. 1188
Honolulu, HI 96813

Principal: Michael Yasui
Telephone: (808) 526-2825
Facsimile: (808) 526-1762

Small Disadvantaged Business in accordance with 13 CFR Part 124. Veteran-owned small business in accordance with 38 CFR Part 74.

GBI
7111 Commerce Way
Brentwood, TN 37027

Principal: Jay Chawan
Telephone: (615) 425-5252
Facsimile: (615) 425-5250

Small disadvantaged business in accordance with 13 CFR Part 124.

IDI, Inc.
815 West Congress Street
Lafayette, LA 70501

Principal: Heather Trosclair
Telephone: (337) 236-9107
Facsimile: (337) 236-9108

Small disadvantaged business in accordance with 13 CFR Part 124. Woman-owned small business in accordance with 13 CFR Part 127.

Marigold Home Inc. (Limited Customer Access)
747 State Route 23
Kingston, NY 12401

Principal: Maria Mendoza
Telephone: (845) 338-0800
Facsimile: (845) 338-0811

HUBZone Small Business certified by SBA in accordance with 13 CFR Part 126. Woman-owned small business in accordance with 13 CFR Part 127. Limited access via dealer, Arenson Office-NYC.

Michigan Office Design (Limited Customer Access)
26677 West Twelve Mile Road, Suite 165
Southfield, MI 48034

Principal: Sarah Jones
Telephone: (248) 447-7969
Facsimile: (248) 654-1122

Michigan Minority Business Development Council-rolling up to National Minority Council. Woman-owned status certified through the National Women Business Owners Corporation.

Shelby Distributions, Inc.
dba Express Office Products
29A Butterfield Trail
El Paso, TX 79906

Contact: Scott Norwood
Telephone: (915) 590-3050
Facsimile: (915) 590-3030

Small disadvantaged business in accordance with 13 CFR Part 124. Woman-owned small business in accordance with 13 CFR Part 127. Veteran-owned small business in accordance with 38 CFR Part 74. Service-disabled veteran-owned small business in accordance with 13 CFR Part 125.8.

Systema (PR), Inc.
250 F. D. Roosevelt Avenue
San Juan, PR 00918

Principal: Rafael Tamayo
Telephone: (787) 751-5775
Facsimile: (787) 751-1410

Knoll, Inc.

Printed: July 19, 2019

Veteran-Owned Dealerships (Page 1 of 1)

Corporate Environments International LLC
841 Bishop Street, Ste. 1188
Honolulu, HI 96813

Principal: Michael Yasui
Telephone: (808) 526-2825
Facsimile: (808) 526-1762

Veteran-owned small business in accordance with 38 CFR Part 74. Small disadvantaged business in accordance with 13 CFR Part 124.

Shelby Distributions, Inc.
dba Express Office Products
29A Butterfield Trail
El Paso, TX 79906

Contact: Scott Norwood
Telephone: (915) 590-3050
Facsimile: (915) 590-3030

Small disadvantaged business in accordance with 13 CFR Part 124. Woman-owned small business in accordance with 13 CFR Part 127. Veteran-owned small business in accordance with 38 CFR Part 74. Service-disabled veteran-owned small business in accordance with 13 CFR Part 125.8.

Think Office, LLC
1320 E 68th Avenue #101
Anchorage, AK 99518

Principal: Rod Young
Telephone: (907) 338-4465

Veteran-owned small business in accordance with 38 CFR Part 74.

Knoll, Inc.

Printed: July 19, 2019

Women-Owned Dealerships (Page 1 of 5)

Corporate Concepts, Inc.
500 Water Edge, Ste. 200
Lombard, IL 60148

Principal: Vickie Hansel
Telephone: (630) 691-8800
Facsimile: (630) 691-8873

Woman-owned small business in accordance with 13 CFR Part 127.

Corporate Concepts, Inc.
205 W. Wacker, Suite 2300
Chicago, IL 60606

Principal: Vickie Hansel
Telephone: (312) 670-0230
Facsimile: (312) 670-4291

Woman-owned small business in accordance with 13 CFR Part 127.

Corporate Environments
1636 Northeast Expressway
Atlanta, GA 30329

Principal: Karen Hughes
Telephone: (404) 679-8999
Facsimile: (404) 679-8950

WBENC

Corporate Facilities of New Jersey
2129 Chestnut Street
Philadelphia, PA 19103

Principal: Amanda Chevalier
Telephone: (215) 279-9999
Facsimile:

Woman-owned small business in accordance with 13 CFR Part 127.

Corporate Interior Systems, Inc.
3311 E. Broadway, Ste A
Phoenix, AZ 85040

Principal: Lisa K. Johnson
Telephone: (602) 304-0100
Facsimile: (602) 304-1020

Woman-owned small business in accordance with 13 CFR Part 127.

Corporate Interior Systems, Inc.
2000 East Speedway Boulevard
Tucson, AZ 85719

Principal: Lisa K. Johnson
Telephone: (520) 300-6811
Facsimile: (520) 300-6518

Woman-owned small business in accordance with 13 CFR Part 127.

Currimbhoy & Cassidy LLC (Limited Customer Access)
347 West 39th Street, Suite 7W
New York, NY 10018

Principal: Nayana Currimbhoy
Telephone: (212) 967-1868
Facsimile: (212) 494-0049

Woman-owned small business in accordance with 13 CFR Part 127. WBENC, WOSB, NMDC. Limited access via dealer, EvensonBest-NYC.

De Clercq Office Group, Ltd.
1227 Whitney Avenue
Hamden, CT 06517

Principal: Debra Hopewell De Clercq
Telephone: (203) 230-9114
Facsimile: (203) 230-9380

Woman-owned small business in accordance with 13 CFR Part 127.

De Clercq Office Group, Ltd.
36 Huyshope Avenue
Hartford, CT 06106

Principal: Debra Hopewell De Clercq
Telephone: (860) 969-8050
Facsimile:

Woman-owned small business in accordance with 13 CFR Part 127.

Knoll, Inc.

Printed: July 19, 2019

Women-Owned Dealerships (Page 2 of 5)

DRB Business Interiors
153 Regent Street
Saratoga Springs, NY 12866

Principal: Dorothy Rogers-Bullis
Telephone: (518) 306-5233
Facsimile: (518) 306-5256

New York WBE

ELEMENTS
2501 Blake Street
Denver, CO 80205

Principal: Traci Lounsbury
Telephone: (303) 471-4334
Facsimile: (303) 471-4330

Woman-owned small business in accordance with 13 CFR Part 127.

Facilities Resource Group, Inc.
6915 Spanish Fort Boulevard
Spanish Fort, AL 36527

Principal: Nancy Gentry
Telephone: (251) 626-3048
Facsimile: (251) 626-7082

Woman-owned small business in accordance with 13 CFR Part 127.

G & S Office Supply, Inc.
6425 Polaris Drive, Suite 7
Laredo, TX 78041

Principal: Ronald Levy
Telephone: (956) 722-1773
Facsimile: (956) 722-7440

Woman-owned small business in accordance with 13 CFR Part 127.

Grassroots Contract Interiors, LLC
737 Main Street, Suite 175
Buffalo, NY 14203

Principal: Katherine Gunsolus
Telephone: (716) 247-5256
Facsimile: (716) 875-2500

75% Woman-owned

Hub Office Furniture, Inc.
#115 1631 Dickson Avenue
Kelowna, BC V1Y 0B5
Canada

Principal: Joanne King
Telephone: (250) 808-5811

Woman-owned business

IDI, Inc.
815 West Congress Street
Lafayette, LA 70501

Principal: Heather Trosclair
Telephone: (337) 236-9107
Facsimile: (337) 236-9108

Small disadvantaged business in accordance with 13 CFR Part 124. Woman-owned small business in accordance with 13 CFR Part 127.

IFS Business Interiors
318 North Monroe Street
Tallahassee, FL 32301

Principal: Kelly Kearney
Telephone: (850) 536-0888
Facsimile: (850) 536-0890

Woman-Owned Small Business in accordance with 13 CFR Part 127.

Inspire Business Interiors
725 West Walnut Street
Johnson City, TN 37604

Principal: Tracy Johnson
Telephone: (423) 282-5400
Facsimile: (423) 282-6542

Woman-owned small business in accordance with 13 CFR Part 127.

Knoll, Inc.

Printed: July 19, 2019

Women-Owned Dealerships (Page 3 of 5)

Interior Resources Group, LLC (Limited Customer Access)
810 Boston Turnpike Road
Shrewsbury, MA 01545

Principal: Karen Boegemann
Telephone: (401) 387-8405

J & P Sales, Inc.
5158 Interstate Drive, Ste. 309
Shreveport, LA 71109

Principal: Judy Conway
Telephone: (318) 635-1551

Woman-owned small business in accordance with 13 CFR Part 127.

LaHarpe's Office Furniture
318 President Clinton Avenue
Little Rock, AR 72203

Principal: Rusty Matchett
Telephone: (501) 372-6684
Facsimile: (501) 372-3459

Woman-owned small business in accordance with 13 CFR Part 127.

Marigold Home Inc. (Limited Customer Access)
747 State Route 23
Kingston, NY 12401

Principal: Maria Mendoza
Telephone: (845) 338-0800
Facsimile: (845) 338-0811

HUBZone small business certified by SBA in accordance with 13 CFR Part 126. Woman-owned small business in accordance with 13 CFR Part 127. Limited access via dealer, Arenson Office-NYC.

Michigan Office Design (Limited Customer Access)
26677 West Twelve Mile Road, Suite 165
Southfield, MI 48034

Principal: Sarah Jones
Telephone: (248) 447-7969
Facsimile: (248) 654-1122

Michigan Minority Business Development Council-rolling up to National Minority Council. Woman-owned status certified through the National Women Business Owners Corporation.

Miller's Supplies at Work
1154 Martinsburg Pike
Winchester, VA 22603

Principal: Patricia Miller
Telephone: (540) 662-1824
Facsimile: (540) 662-1632

Woman-owned small business in accordance with 13 CFR Part 127.

Perry Office Products, Inc.
1401 North 3rd Street
Temple, TX 76501

Principal: Debra J. Macey
Telephone: (254) 778-4755

Woman-owned.

RDI
747 Front Street, Suite 100
San Francisco, CA 94111

Principal: Ann Pantera
Telephone: (415) 777-0202
Facsimile: (415) 777-0941

Woman-owned small business in accordance with 13 CFR Part 127.

Knoll, Inc.

Printed: July 19, 2019

Women-Owned Dealerships (Page 4 of 5)

Resource One of Illinois, Inc.
321 East Adams
Springfield, IL 62701

Principal: Cynthia A. Davis
Telephone: (217) 753-5742
Facsimile: (217) 753-5748

Woman-owned small business in accordance with 13 CFR Part 127.

Saxton, Inc.
108 Third Street, Ste. 100
Des Moines, IA 50309-4733

Principal: Kim Augspurger
Telephone: (515) 244-6116
Facsimile: (515) 244-6351

Woman-owned small business in accordance with 13 CFR Part 127.

Saxton, Inc.
600 3rd Street, Ste. 300
Cedar Rapids, IA 52401-2010

Principal: Kim Augspurger
Telephone: (319) 365-6967
Facsimile: (319) 365-2316

Woman-owned small business in accordance with 13 CFR Part 127.

Shelby Distributions, Inc.
dba Express Office Products
29A Butterfield Trail
El Paso, TX 79906

Contact: Scott Norwood
Telephone: (915) 590-3050
Facsimile: (915) 590-3030

Small disadvantaged business in accordance with 13 CFR Part 124. Woman-owned small business in accordance with 13 CFR Part 127. Veteran-owned small business in accordance with 38 CFR Part 74. Service-disabled veteran-owned small business in accordance with 13 CFR Part 125.8.

Spaces Group LLC
7760 Trinity Road, Suite 106
Cordova, TN 38018

Principal: Carol Johnson
Telephone: (901) 348-4600
Facsimile: (901) 395-0039

Woman-owned.

Spaces Group South, LLC
6311 Ridgewood Road, Suite E102
Jackson, MS 39211

Principal: Carol Johnson
Telephone: (601) 472-2000

Woman-owned.

Systems Source, Inc.
4685 MacArthur Court, Suite 100
Newport Beach, CA 92660

Principal: Rosemarie Smith
Telephone: (949) 852-0920
Facsimile: (949) 852-0929

Certified as a Women's Business Enterprise by the Women's Business Enterprise Council – West. Small Business as validated by the SBA-Standard for NAICS 423210.

Knoll, Inc.

Printed: July 19, 2019

Women-Owned Dealerships (Page 5 of 5)

Systems Source, Inc.
601 West 5th Street, Suite 400
Los Angeles, CA 90071

Principal: Rosemarie Smith
Telephone: (310) 234-9814
Facsimile: (310) 234-9434

Certified as a Women's Business Enterprise by the Women's Business Enterprise Council – West. Small Business as validated by the SBA-Standard for NAICS 423210.

Systems Source, Inc.
530 B Street, Suite 110
San Diego, CA 92101

Principal: Rosemarie Smith
Telephone: (619) 822-2453

Certified as a Women's Business Enterprise by the Women's Business Enterprise Council – West. Small Business as validated by the SBA-Standard for NAICS 423210.

Systems Source, Inc.
6100 4th Avenue South, Suite 100B
Seattle, WA 98108

Principal: Rosemarie Smith
Telephone: (206) 285-2208
Facsimile: (206) 701-5306

Certified as a Women's Business Enterprise by the Women's Business Enterprise Council – West. Small Business as validated by the SBA-Standard for NAICS 423210.

Systems Source, Inc.
610 West 2nd Avenue
Spokane, WA 99201

Principal: Rosemarie Smith
Telephone: (509) 209-8855
Facsimile: (509) 209-8856

Certified as a Women's Business Enterprise by the Women's Business Enterprise Council – West. Small Business as validated by the SBA-Standard for NAICS 423210.

Workscape, Inc.
1900 Lowe Street
Pittsburgh, PA 15220

Principal: Dawn Sauter
Telephone: (412) 920-6300
Facsimile: (412) 920-7570

Woman-owned small business in accordance with 13 CFR Part 127.

Workspace Dynamics, Inc.
4711 Lomas Boulevard NE
Albuquerque, NM 87110

Principal: Mary Jury
Telephone: (505) 254-2000
Facsimile: (505) 255-8210

Woman-owned small business in accordance with 13 CFR Part 127.

(REVISED 7-18-19) SECTION 7 -REQUIRED FORM 6 – COMPANY’S BACKGROUND RESPONSE

RFP # 269-2019-105

FURNITURE, INSTALLATION AND RELATED PRODUCTS AND SERVICES

Companies shall complete and submit the form below as part of their response to this RFP. Additional pages may be attached as needed to present the information requested.

Question	Response
Company’s legal name	Knoll, Inc.
Company Location (indicate corporate headquarters and location that will be providing the Services).	1235 Water Street East Greenville, PA 18041
How many years has your company been in business? How long has your company been providing the Products and Services as described in Section 4?	Knoll has been in business and providing products and services for 81 years.
List any projects or services terminated by a government entity. Please disclose the government entity that terminated and explain the reason for the termination.	None
List any litigation that your company has been involved with during the past two (2) years for Services similar to those in this RFP.	None
Provide an overview and history of your company.	<p>Knoll is a constellation of design-driven brands and people, working together with our clients to create inspired modern interiors. We are collaborators and products united by a rigorous process, shared experience, and a distinct modern sensibility. Our strength in office systems, seating, luxury furniture, textiles, leather, and architectural and acoustical elements allows us to compose integrated solutions that naturally work together.</p> <p>Since 1938, we’ve been thinking about how people interact with their environments, and how their environments impact what they do. Hans Knoll founded our company in 1938 based on the conviction that good design enriches and improves our lives—at work and at home. In 1943, he was joined by his future wife, Florence, who would become instrumental in the development and direction of the company. A graduate of Cranbrook Academy of Art, Florence formed the Knoll Planning Unit, a design consultancy devoted to office interiors—the first of its kind and, equally revolutionary, headed by a woman. Incorporating the concepts of renowned architects such as Eero Saarinen, Franco</p>

	<p>Albini and Ludwig Mies van der Rohe, the nationally-recognized design talent of Knoll's textile division (created in 1947) and groundbreaking work and research begun in the early 1950's to shape interior architecture and furnishing solutions to the needs of the client workplace, the Planning Unit is widely recognized as the model for today's approach to corporate interior design.</p> <p>In 1951, Knoll International was established to extend the organization's reach to markets beyond North America. It was also around this time that the company bought a building in nearby East Greenville. Today, this location has become the headquarters of Knoll and the site of the company's largest manufacturing facility.</p> <p>After Hans Knoll's untimely death in an automobile accident in 1955, Florence Knoll assumed the role of president, a position she held until 1960 when she became a consultant. In 1965, she withdrew from the industry completely, leaving it in the hands of those she had trained and inspired.</p> <p>Today, Knoll is committed to continuing the legacy of design excellence established by Hans and Florence Knoll. We continue to work with the world's most renowned designers to develop classic, modern designs that look fresh, never dated. We continue to work closely with our customers to help them use workplace design to meet their individual business needs. And we continue to believe that "Good Design is Good Business."</p>
If your company is a subsidiary, identify the number of employees in your company or division and the revenues of proposing company or division.	N/A
Identify the percentage of revenue used for research and/or development by the proposing company or division.	Knoll's expenditure on research and development is significant. For 2018, our R&D investment was \$20.1 million, which represents 1.5% of our revenue of \$1.302 billion.
Identify any certifications held by your company if you are implementing or reselling another company's products or services. Include how long the partnership or certification has been effect.	Not Applicable

Describe your company's complete corporate structure, including any parent companies, subsidiaries, affiliates and other related entities.	<p>Knoll, Inc. is a publicly-held corporation (NYSE: KNL) founded in 1938 and incorporated in Delaware. The following is a list of our wholly-owned subsidiaries.</p> <p>Knoll North America Corp. Spinneybeck Enterprises, Inc. Spinneybeck, LTD. Spinneybeck Limited Assemblage, Inc. Edelman Leather, LLC Edelman Leather Limited Richard Schultz Design, LLC Knoll Overseas, Inc. Knoll Middle East, LLC Knoll Muebles y Sistemas S.A. Knoll Coverings Hong Kong Limited Knoll Commerce and Trade (Shanghai) Co., Ltd. Knoll Europe B.V. Knoll International S.p.A. Knoll International, Ltd. Knoll Muebles de México S. de R.L. de C.V. Knoll International S.A.S.U. Knoll International GmbH Knoll International S.A. Knoll Denmark ApS Knoll APAC PTE LTD. Holly Hunt Enterprises, Inc. HHE Brazil 1 LLC HHE Brazil 2 LLC Holly Hunt Do Brasil Importação E Comércio De Mobiliários LTDA HHM2, LLC HH Ruseau, LLC Muuto A/S Muuto UK Limited Muuto Inc.</p>
Describe the ownership structure of your company, including any significant or controlling equity holders.	<p>Knoll, Inc. is a publicly-held corporation (NYSE: KNL) founded in 1938 and incorporated in Delaware. The following is a list of the entities that own more than 5% common stock:</p> <p>The Vanguard Group, Inc. BlackRock, Inc. Silvercrest Asset Management Group, LLC FMR LLC</p>
Provide a management organization chart of your company's overall organization, including director and officer positions and names and the reporting structure.	Our Management Organizational chart is located in - Supplemental Information: Section 7, Form 6

<p>Describe the key individuals along with their qualifications, professional certifications and experience that would comprise your company's team for providing the Services.</p>	<p>The CBI Team for City of Charlotte:</p> <p>MARY PELFREY SINGLE POINT OF CONTACT As the single point of contact, Mary ensures seamless integration and execution for CBI resources, staff, and support for City of Charlotte. She will ensure compliance and performance with any City KPI's to exceed expectations. Mary has 20 plus years of sales and operational leadership experience, including extensive public sector experience.</p> <p>LAUREN WORTMAN KNOLL SALES REPRESENTATIVE Lauren has ultimate responsibility for Knoll and the City of Charlotte relationship. She will provide Knoll product and service updates. Lauren will present all appropriate Knoll Workplace Research. She is responsible for identifying all issues with Knoll product and services.</p> <p>BETH REUTER DESIGN PROJECT MANAGER Beth specializes in account design project management. She will be involved in design planning, site evaluation, quotations, and will schedule delivery and installation. She will work directly with the City Department to ensure all order requirements are met and ensure the successful completion of the project. Beth has considerable public sector industry experience and knowledge of the dealer process to ensure seamless execution.</p> <p>BRENDA BRODT PROGRAM MANAGER Brenda maintains detailed oversight for the project manager team's activities and deliverables. She is responsible to anticipate potential challenges and augment or shift needed resources to insure successful and on time results for all City of Charlotte projects. Brenda has 30 plus years in the contract furniture business and worked on numerous public sector accounts.</p> <p>LINDSEY KUESER ORDER SUPPORT Lindsey works internally with the CBI team, vendors and suppliers to process orders. She</p>
---	---

	<p>also provides vendor management and ensures product accuracy and on-time delivery for projects. Lindsey has seven years of experience in the industry working with large, complex accounts.</p> <p>DAWN BOWEN WARRANTY AND SERVICE SUPPORT Dawn has a 20-year career in coordinating client service, repair, and warranty coverage for product solutions. Her expertise in manufacturer warranties enhances CBI's ability to provide multi-year service for product solutions we provide our clients.</p> <p>ANTHONY SINGLETON FIELD OPERATIONS MANAGER Anthony manages our field operations efforts and provides training to our supervisory teams. He manages job site staffing requirements and is responsible for providing installation quality control. He has 12 years of field operations experience with CBI.</p> <p>LOU RAMOS CMPD PROJECT MANAGER Lou provides CMPD with field project management support and is responsible for client satisfaction within CMPD. Lou will be involved with job-site analysis, field measurement verification, schedules, shipments, and walk-throughs. Lou has experience working with the City as well as other large national clients.</p> <p>BOB THEODORE EXECUTIVE SUPPORT As executive support, Bob ensures the City has the necessary support for CBI to meet and exceed the City's expectations. He has 30 plus years of contract furniture experience in a leadership capacity and has worked on numerous public sector accounts.</p> <p>DAVID LONGO CBI FOUNDER & CEO David has the vision for creating ways to provide our clients with thought leadership that will impact their performance. His relationships with community leaders provide insight to emerging business trends and how corporations are responding. He maintains a</p>
--	--

	strong network of industry leaders which provides access to leading edge programs and services.
<p>If the Proposal will be from a team composed of more than one (1) company or if any subcontractor will provide more than fifteen percent (15%) of the Services, please describe the relationship, to include the form of partnership, each team member's role, and the experience each company will bring to the relationship that qualifies it to fulfill its role. Provide descriptions and references for the projects on which team members have previously collaborated.</p>	<p>The Charlotte team described above was formed specifically to address the needs of the City of Charlotte. JLL/Bank of America and AmerisourceBergen were selected as our reference because of their similarity to the City of Charlotte.</p> <p>CBI is an authorized Knoll Dealer, headquartered in Charlotte, NC is the Knoll subcontractor for this contract and the City of Charlotte. CBI performs all the design, layout, furniture specification and coordination of the installations for the City of Charlotte.</p> <p>Two examples of the success of Knoll/CBI relationship are Bank of America and AmerisourceBergen. Both are long-standing clients of Knoll and CBI.</p> <p>Pat Rainey JLL/Bank of America 980-387-9982</p> <p>Shea Barfield AmerisourceBergen 704-248-9982</p>
<p>Explain how your organization ensures that personnel performing the Services are qualified and proficient.</p>	<p>CBI invests in high-performance people to ensure we can assemble a team around the City's needs that will exceed your expectations. We focus on continued education, training and knowledge sharing to ensure our team is equipped to aid you in leveraging the built environment. Our associates are provided with on-the-job training to ensure expertise and are required to complete 24 hours of continuing education each year through our in-house LeadingEdge classroom training to stay abreast of the most advance processes in the industry. Additionally, each associate completes quarterly and annual performance reviews for open dialogue on personal improvement. Our associates strive to provide forward thinking solutions to your day-to-day workplace needs.</p>

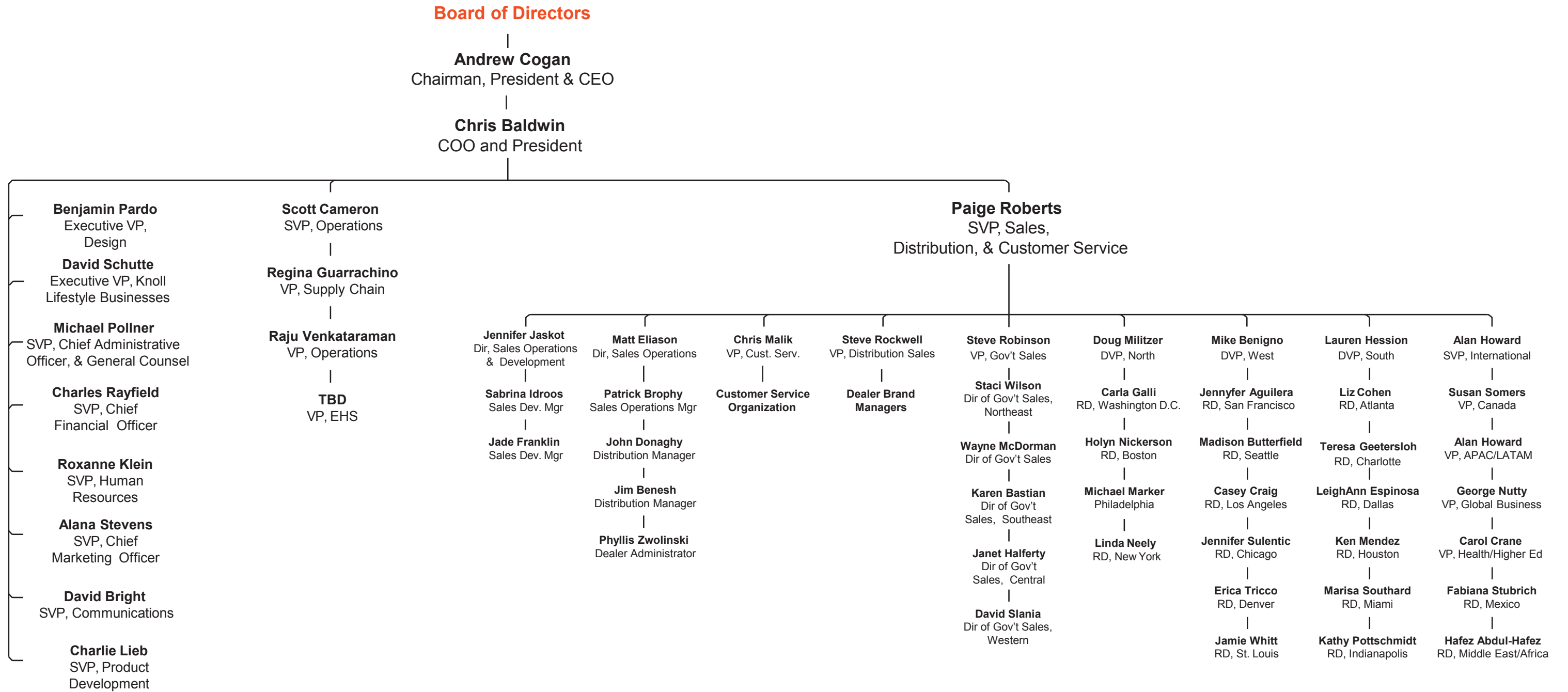
Provide information regarding the level of staffing at your organization's facilities that will be providing the Services, as well as the level of staffing at subcontractors' facilities, if known or applicable.	CBI has 71 associates located in Charlotte; 46 of these associates include designers, project managers, installation supervisors, accounting functions and others to service the City. The remaining 25 are in-house installers. We also have an additional 150+ subcontracted installers to perform work. We are fully qualified to meet any needs the City may have.
If your company has been the subject of a dispute or strike by organized labor within the last five (5) years, please describe the circumstances and the resolution of the dispute.	Not Applicable
Describe your security procedures to include physical plant, electronic data, hard copy information, and employee security. Explain your point of accountability for all components of the security process. Describe the results of any third-party security audits in the last five (5) years.	See attached CBI Backup and Disaster Recovery Plan Policy – Supplemental Information: Section 7, Form 6.
Provide the names and addresses of each certified installer/subcontractor by geographical area.	Knoll certifies our licensed dealerships; we do not certify individual furniture installers or furniture installation companies. Our dealers are required to send their furniture installers (employees and contractors) to a two-day seminar consisting of hands-on training with Knoll products under the supervision of our Field Services personnel. The seminars are held quarterly at our headquarters in East Greenville, PA. See Knoll Dealer List – Supplemental Information: Section 7, Form 6

Supplemental Information

Section 7, Form 6:

- Management Organizational Chart
- CBI Backup and Disaster Recovery Plan Policy
- Knoll Dealer List

Your Knoll Team - Executive Leadership



Server Policies

- Server health and status are monitored daily by CBI IT staff.
- Each office houses its own file server, with files backed up to a central backup appliance, which is then replicated to a cloud backup.

Backup Policy

- Every server runs an hourly, incremental backup to a dedicated backup appliance in Charlotte.
- Hourly backups run Monday – Friday, from 5 AM to 10 PM.
- Hourly backups include all files and system states.
- The backup appliance is backed up to the cloud daily.
- Daily cloud backups are kept for one week. Weekly snapshots are kept for one month. Monthly snapshots are kept for a minimum of five years.

File storage policy

- No CBI files may be stored exclusively on the local hard drive of an associate's laptop (desktop, C:\ drive, etc.).
- In the event that an associate anticipates the need to work on CBI files while without internet or network access, the associate may make a local copy of the file. Once the associate regains network access, the associate should copy the updated file back to the original location on the network.

Equipment

- All servers are maintained in a secure, temperature controlled area.
- Associates are issued laptops which they remove from the premises nightly.
- Associates are required to keep laptops secure and in a temperature controlled environment.

System Redundancy/Disaster Recovery

- Email is hosted by Microsoft and is accessible from any location with internet access. CBI employees also have access to email through smart phones and tablets. Microsoft hosts the email data in redundant, geographically diverse data centers.
- In the event of a power or network failure at a remote site, a backup copy can be restored in Charlotte and made available to remote users.
- CBI Maintains multiple facilities that are connected via an MPLS network and can provide workspace in the case of a major catastrophe.

- Testing
 - The main CBI servers are tested quarterly. The satellite servers are tested annually.
 - Items tested are:
 - Redundancy of servers
 - Restoration of backups
 - Restoration of Team Design (Business System) at alternate location

KNOLL DEALERS (Knoll and Limited) - Sorted by 1) U.S. 2) Canada & Various Southern Islands

Dealer Name/Address Status JDE# Oracle# DIV REG	Telephone Facsimile	Contact Name	e-mail	July 19, 2019
Alabama				
Business Interiors, Inc., 1141 Lagoon Business Loop, Montgomery, AL 36117 Knoll 1003950 1028 S ATL	PH: (334) 396-4404 FX: (334) 396-4440	Alan Pizzitola	apizzitola@businteriors.com	
Business Interiors, Inc., 799 James Record Road, Suite 2A9, Huntsville, AL 35824 Knoll 1003950 1028 S ATL	PH: (256) 551-0051 FX: (256) 519-2466	Alan Pizzitola	apizzitola@businteriors.com	
Business Interiors, Inc. (HDQ), 2309 5th Avenue South, Birmingham, AL 35233 Knoll 1003950 1028 S ATL	PH: (205) 939-1008 FX: (205) 939-3349	Alan Pizzitola	apizzitola@businteriors.com <i>General e-mail:</i> biinfo@businteriors.com	
Facilities Resource Group, Inc., 6915 Spanish Fort Boulevard, POB 7583, Spanish Fort, AL (Mailing ZIP: 36577) (Physical ZIP: 36527) Knoll 1180807 6095 S MIA	PH: (251) 626-3048 FX: (251) 626-7082	Robin Gentry Nancy Gentry	rgentry@frginteriors.com ngentry@frginteriors.com	
HST Corporate Interiors, LLC, 2309 5th Avenue South, Birmingham, AL 35233 Limited 1280299 8075 S ATL Limitation: GSA and U.S. Communities Only	PH: (205) 939-1008 FX: (205) 939-3349	Larry Carr	lcarr@hstci.com	
Alaska				
Think Office, LLC, 1320 East 68th Avenue, Ste. 101, Anchorage, AK 99518 Knoll 1278464 8031 W SEA	PH: (907) 338-4465 FX: (907) 338-4475	Rod Young	rod@thinkofficellc.com	
Arizona				
Corporate Interior Systems, Inc. (HDQ), 3311 E. Broadway, Suite A, Phoenix, AZ 85040 Knoll 1004696 1085 W PHO	PH: (602) 304-0100 FX: (602) 304-1020	Lisa Johnson	ljohnson@cisinphx.com	
Corporate Interior Systems, Inc., 2000 East Speedway Boulevard, Tucson, AZ 85719 Knoll 1004696 1085 W PHO	PH: (520) 300-6811 FX: (520) 300-6518	Lisa Johnson	ljohnson@cisinphx.com <i>General e-mail:</i> sales@cisinphx.com	
Arkansas				
Calvert McBride, 3811 Planters Road, P.O. Box 6337, Fort Smith, AR 72908 (FedEx ZIP: 72906) Knoll 1004568 1050 S DAL	PH: (479) 646-8311 FX: (479) 646-6036	Kevin McBride	kevinmcbride@calvertmcbride.com	
LaHarpe's Office Furniture, 318 President Clinton Avenue, P.O. Box 3817, Little Rock, AR 72203 (FedEx ZIP: 72201) Knoll 1003917 1025 S DAL	PH: (501) 372-6684 FX: (501) 372-3459	Russell Matchett	rmatchett@laharpes.com	
California				
Desert Business Interiors, 74210 Highway 111, Ste. C, Palm Desert, CA 92260 Knoll 1233387 7038 W LAN	PH: (760) 340-1112 FX: (760) 340-1833	Jason Cason Cathy Galletta	jcason@desertbusinessinteriors.com cgalletta@desertbusinessinteriors.com	
KBM-Hogue (HDQ), 225 West Santa Clara Street, Ste. 1550, San Jose, CA 95113 Knoll 1004145 1036 W SFN	PH: (408) 351-7100 FX: (408) 938-0699	Stan Vuckovich	stan.vuckovich@kbm-hogue.com <i>General e-mail:</i> sales@kbm-hogue.com	
KBM-Hogue, 250 Montgomery Street, Ste. 1400, San Francisco, CA 94104 Knoll 1424229 56212 W SFN	PH: (415) 788-4888 FX: (415) 788-0972	Stan Vuckovich	stan.vuckovich@kbm-hogue.com <i>General e-mail:</i> sales@kbm-hogue.com	
KBM-Hogue, 1610 R Street, Suite 270, Sacramento, CA 95811 Knoll 1424231 56211 W SFN (Can market to GSA/U.S. Communities in the Fresno, CA market as well)	PH: (916) 455-1515 FX: (916) 455-1551	Stan Vuckovich	stan.vuckovich@kbm-hogue.com <i>General e-mail:</i> sales@kbm-hogue.com	
MG West (HDQ), 2 Shaw Alley, 3rd Floor, San Francisco, CA 94105 Knoll 1004146 1037 W SFN <i>Deactivating-working on phase out plan in process.</i>	PH: (415) 284-4800 FX: (415) 284-0150	Andrew Sullivan	andrew@mgwest.com	
MG West, 3945 Freedom Circle, Suite 110, Santa Clara, CA 95054 Knoll 1365613 14232 W SFN <i>Deactivating-working on phase out plan in process.</i>	PH: (408) 883-8022 FX:	Andrew Sullivan	andrew@mgwest.com <i>General e-mail:</i> inquiry@mgwest.com	
RDI (Ibex Enterprises dba), 747 Front Street, Suite 100, San Francisco, CA 94111 Knoll 1067680 3231 W SFN	PH: (415) 777-0202 FX: (415) 777-0941	Ann Pantera	ann.pantera@rdi-sf.com	
Sierra School Equipment Company, 1911 Mineral Court, P.O. Box 80667, Bakersfield, CA 93308-0667 Knoll 1004829 1105 W LAN FedEx/UPS ZIP Code: 93308-6812	PH: (661) 399-2993 FX: (661) 399-0218	Michael McDermott	mikemcdermott@ssecinc.com	
Smart Office Interiors, 601 Pine Avenue, Suite A, Goleta, CA 93117 Knoll 1185387 6173 W LAN	PH: (805) 965-8585 FX: (805) 965-5119	Robert McInerney	robert@smartofficeinteriors.com	
Systems Source, Inc. (HDQ), 4685 MacArthur Court, Suite 100, Newport Beach, CA 92660 Knoll 1004713 56639 W LAN	PH: (949) 852-0920 FX: (949) 852-0929	Rosemarie Smith	rsmith@systems-source.com	
Systems Source, Inc., 601 West 5th Street, STE 400, Los Angeles, CA 90071 Knoll 1004713 56639 W LAN	PH: (310) 234-9814 FX: (310) 234-9434	Rosemarie Smith	rsmith@systems-source.com	
Systems Source, Inc., 530 B Street, Suite 110, San Diego, CA 92101 Knoll 1348590 11168 W LAN	PH: (619) 822-2453 FX:	Rosemarie Smith	rsmith@systems-source.com	
Western Office LA (HDQ), 500 Citadel Drive, Ste. 250, Los Angeles, CA 90040 Knoll 1004143 1035 W LAN	PH: (323) 271-1800 FX: (323) 271-1801	Jonathan Felton	jfelton@westernoffice.com <i>General e-mail:</i> info@westernoffice.com	
Western Office LA, 515 South Figueroa Street, Suite 101, Los Angeles, CA 90071 Knoll 1004143 1035 W LAN	PH: (323) 271-1800 FX:	Jonathan Felton	jfelton@westernoffice.com <i>General e-mail:</i> info@westernoffice.com	
Western Office LA, 611 Anton Boulevard, Suite 350, Costa Mesa, CA 92626 Knoll 1004143 1035 W LAN	PH: (714) 559-7700 FX:	Jonathan Felton	jfelton@westernoffice.com <i>General e-mail:</i> info@westernoffice.com	
Colorado				
ELEMENTS Denver, 2501 Blake Street, Denver, CO 80205 Knoll 1264069 7671 W PHO	PH: (303) 471-4334 FX: (303) 471-4330	Traci Lounsbury	tlounsbury@workplaceelements.com	

KNOLL DEALERS (Knoll and Limited) - Sorted by 1) U.S. 2) Canada & Various Southern Islands

Dealer Name/Address Status JDE# Oracle# DIV REG	Telephone Facsimile	Contact Name	e-mail	July 19, 2019
Connecticut				
Arenson Office Furnishings, Inc. , 300 First Stamford Place, Stamford, CT 06902 Knoll 1005063 1130 N NYC	PH: (203) 348-2900 FX: (203) 348-0055	Carl Milianta	cmilianta@aof.com information@aof.com	
De Clercq Office Group, Ltd. (HDQ) , 112 Rowayton Avenue, Rowayton, CT 06853 Knoll 1102697 4360 N NYC	PH: (203) 831-5007 FX: (203) 831-5010	Dan De Clercq	dan@dog-office.com	
De Clercq Office Group, Ltd. , 1227 Whitney Avenue, Hamden, CT 06517 Knoll 1258074 7538 N BOS	PH: (203) 230-9144 FX: (203) 230-9380	Debra Hopewell De Clercq	deb@dog-office.com	
De Clercq Office Group, Ltd. , 36 Huyshope Avenue, Hartford, CT 06106 Knoll 1258074 7538 N BOS GPS Address: 10 Sequassen Street, Hartford, CT 06106	PH: (860) 969-8050 FX:	Debra Hopewell De Clercq	deb@dog-office.com	
DC				
EvensonBest LLC , 1000 Vermont Avenue NW, 7th Floor, Washington, DC 20005 Knoll 1265224 7701 N WAS	PH: (202) 540-5700 FX: (202) 540-5701	Vernon Evenson	vevenson@evensonbest.com <i>General e-mail:</i> info@evensonbest.com	
MOI, Inc. , 111 K Street NE, 8th Floor, Washington, DC 20002 Knoll 1004365 1043 N WAS	PH: (202) 469-7600 FX: (202) 469-7699	David Noel	dnoel@moii.com <i>General e-mail:</i> info@moii.com	
Delaware				
Corporate Facilities, Inc. , 919 North Market Street, Suite 425, Wilmington, DE 19801 Knoll 1004597 1057 N PHI	PH: (302) 425-3700 FX: No number at this time.	Robert Chevalier	robert@cfi-knoll.com <i>General e-mail:</i> info@cfi-knoll.com	
Florida				
Beaux-Arts Group (HDQ) (Beaux-Arts Installation Group dba) , 400 North Ashley Drive, Suite 800, Tampa, FL 33602-4301 Knoll 1214722 6651 S MIA	PH: (813) 880-8686 FX: (813) 889-8707	Bill Everett Anne Adams Everett	beverett@bagcontract.com aadamsm@bagcontract.com <i>General e-mail:</i> infotampa@bagcontract.com	
Beaux-Arts Group (Beaux-Arts Installation Group dba) , 13100 Westlinks Terrace, Unit 11, Ft. Myers, FL 33913 Knoll 1214722 6651 S MIA	PH: (239) 280-1399 FX: (239) 225-1430	Bill Everett Anne Adams Everett	beverett@bagcontract.com aadamsm@bagcontract.com <i>General e-mail:</i> infoftmyers@bagcontract.com	
Beaux-Arts Group (Beaux-Arts Installation Group dba) , 4750 New Broad Street, Suite 150, Orlando, FL 32814 Knoll 1347106 10892 S MIA	PH: (407) 302-0092 FX: (407) 302-3329	Bill Everett Anne Adams Everett	beverett@bagcontract.com aadamsm@bagcontract.com <i>General e-mail:</i> infoorlando@bagcontract.com	
Beaux-Arts Installation Group Disney , 400 North Ashley Drive, Suite 800, Tampa, FL 33602-4301 Knoll 1337021 9828 S MIA	PH: (813) 880-8686 FX: (813) 889-8707	Bill Everett Anne Adams Everett	beverett@bagcontract.com aadamsm@bagcontract.com	
Business Interiors, Inc. , 223 West Gregory Street, Pensacola, FL 32502 Knoll 1003950 1028 S ATL	PH: (850) 266-9266 FX: (850) 469-1981	Alan Pizzitola	apizzitola@businteriors.com <i>General e-mail:</i> biinfo@businteriors.com	
CBI , 888 East Las Olas Boulevard, Ste. 600, Ft. Lauderdale, FL 33301 Knoll 1351233 11659 S MIA	PH: (954) 315-3100 FX: (954) 767-0320	David Longo	david.longo@cbi-nc.com <i>General e-mail:</i> cbi@cbi-se.com	
CBI , 6 East Bay Street, Ste. 100, Jacksonville, FL 32202 Knoll 1391646 17569 S MIA	PH: (904) 343-9852 FX: (904) 212-2361	David Longo	david.longo@cbi-nc.com <i>General e-mail:</i> cbi@cbi-se.com	
IFS Business Interiors , 318 North Monroe Street, Tallahassee, FL 32301 Knoll 1035016 2175 S MIA	PH: (850) 536-0888 FX: (850) 536-0890	Christopher Kearney Kelly Kearney	ckearney@ifsbi.com kkearney@ifsbi.com	
Georgia				
Corporate Environments of Georgia, Inc. , 1636 Northeast Expressway, Atlanta, GA 30329 Knoll 1004590 1054 S ATL	PH: (404) 679-8999 FX: (404) 679-8950	Karen Hughes	khughes@corporateenvironments.com	
Mason, Inc. , 2301-B Rowland Avenue, P.O. Box 9944, Savannah, GA 31412 Knoll 1005094 1134 S ATL Physical ZIP: 31404	PH: (912) 232-4192 FX: (912) 234-3654	Joseph Connors, Jr.	jconnors@mason-inc.com	
Hawaii				
Corporate Environments International LLC , 841 Bishop Street, Ste. 1188, Honolulu, HI 96813 Knoll 1019436 1946 W SFN	PH: (808) 526-2825 FX: (808) 526-1762	Michael Yasui	myasui@ceihawaii.com	
Idaho				
Sprague Solutions , 615 West Hays Street, Boise, ID 83702 Knoll 1190431 6262 W SEA	PH: (208) 331-7737 FX: (208) 331-7797	Daniel Sprague	daniel@spraguesolutions.com	
Illinois				
Corporate Concepts, Inc. (HDQ) , 500 Waters Edge, Ste. 200, Lombard, IL 60148 Knoll 1004622 1065 W CHI	PH: (630) 691-8800 FX: (630) 691-8873	Vickie Hansel Larry Zerante Jennifer Cusack	vhansel@corpconc.com lzerante@corpconc.com jcusack@corpconc.com	
Corporate Concepts, Inc. , 205 West Wacker, Suite 2300, Chicago, IL 60606 Knoll 1004622 1065 W CHI	PH: (312) 670-0230 FX: (312) 670-4291	Vickie Hansel Larry Zerante Jennifer Cusack	vhansel@corpconc.com lzerante@corpconc.com jcusack@corpconc.com	
Resource One of Illinois, Ltd. , 321 East Adams, Springfield, IL 62701 Knoll 1003929 1027 W CHI	PH: (217) 753-5742 FX: (217) 753-5748	Cynthia Davis Craig Mannschreck	cdavis@resourceoneoffice.com cmannschreck@resourceoneoffice.com	

KNOLL DEALERS (Knoll and Limited) - Sorted by 1) U.S. 2) Canada & Various Southern Islands

Dealer Name/Address Status JDE# Oracle# DIV REG	Telephone Facsimile	Contact Name	e-mail	July 19, 2019
Indiana				
RJE Business Interiors, Inc. (HDQ) , 621 East Ohio Street, Indianapolis, IN 46202	PH: (317) 293-4051	Dennis Sponsel	dsponsel@rjefurn.com	
Knoll 1004687 1082 S IND	FX: (317) 297-8513			
RJE Business Interiors, Inc. , 301 West Jefferson Boulevard, Fort Wayne, IN 46802	PH: (260) 702-3030	Dennis Sponsel	dsponsel@rjefurn.com	
Knoll 1358619 50260 S IND		<i>General e-mail:</i>	rje@rjefurn.com	
Iowa				
Saxton, Inc. (HDQ) , 600 3rd Street, SE, Ste. 300, Cedar Rapids, IA 52401-2010	PH: (319) 365-6967	Kim Augspurger	kim-augspurger@saxtoninc.com	
Knoll 1004637 1070 W STL	FX: (319) 365-2316			
Saxton, Inc. , 108 Third Street, Suite 100, Des Moines, IA 50309-4733	PH: (515) 244-6116	Kim Augspurger	kim-augspurger@saxtoninc.com	
Knoll 1004639 1072 W STL	FX: (515) 244-6351			
Kansas				
Evologic LLC , 14950 West 86th Street, Lenexa, KS 66215	PH: (913) 894-6273	Trisha Allenbrand	tallenbrand@spacesinc.com	
Knoll 1177680 6033 W STL	FX: (913) 894-8890			
Spaces, Inc. , 14950 West 86th Street, Lenexa, KS 66215	PH: (913) 894-8900	Trisha Allenbrand	tallenbrand@spacesinc.com	
Knoll 1004811 1100 W STL	FX: (913) 894-8890	Chris McCormack	cmccormack@spacesinc.com	
Kentucky				
Happy's of Madisonville, Inc. , 62 South Main Street, Madisonville, KY 42431	PH: (270) 821-6300	Ronnie Vaughn	ronnie@happys.com	
Knoll 1004768 1097 S IND	FX: (270) 821-7801			
RJE Business Interiors, Inc. , 257 East Short Street, Lexington, KY 40507	PH: (859) 231-7774	Dennis Sponsel	dsponsel@rjefurn.com	
Knoll 1428412 59505 S IND	FX: (859) 233-9623		rje@rjefurn.com	
RJE Business Interiors, Inc. , 732 West Main Street, Louisville, KY 40202	PH: (502) 566-3000	Dennis Sponsel	dsponsel@rjefurn.com	
Knoll 1428412 59505 S IND	FX: (502) 785-8400		rje@rjefurn.com	
Louisiana				
AOS Architectural Interiors (Associated Office Systems of Louisiana, Inc. dba), 400 Poydras Street, Ste. 1700, Texaco Center, New Orleans, LA 70130	PH: (504) 561-8400	Shelby Russ, Jr.	s.russ@thinkaos.com	
Knoll 1004723 1090 S HOU	FX: (504) 561-1155		<i>General e-mail:</i>	neworleanssales@a-o-s.net
AOS Architectural Interiors (Associated Office Systems of Louisiana, Inc. dba), One American Place, 301 Main Street, Suite 1610, Baton Rouge, LA 70801	PH: (225) 766-5558	Shelby Russ, Jr.	s.russ@thinkaos.com	
Knoll 1004723 1090 S HOU	FX: (859) 233-9623		<i>General e-mail:</i>	neworleanssales@a-o-s.net
IDI, Inc. (Innovative Intelligent Design, Inc. dba) , 815 West Congress Street, Lafayette, LA 70501	PH: (337) 236-9107	Heather Trosclair	heather@idi4design.com	
Knoll 1005101 1136 S HOU	FX: (337) 236-9108	Byron Trosclair	byron@idi4design.com	
J & P Sales, Inc. , P.O. Box 3929, Shreveport, LA 71133	PH: (318) 635-1551	Judy Conway	judyconway@bellsouth.net	
Knoll 1218002 6726 S HOU <i>FedEx Address:</i> 5158 Interstate Drive, Ste. 309, Shreveport, LA 71109	FX: (318) 635-1584	Prentice Conway		
Maine				
Office Resources, Inc. , 22 York Street, Suite 101, Portland, ME 04101	PH: (207) 775-5344	Paul Fraser	PaulFraser@ori.com	
Knoll 1331601 9588 N BOS	FX: (207) 775-6731	Kevin Barbary	KevinBarbary@ori.com	
Maryland				
MOI, Inc. (Headquarters) , 1801 Porter Street, Suite 100, Baltimore, MD 21230	PH: (443) 780-2000	David Noel	dnoel@moii.com	
Knoll 1004365 1043 N WAS	FX:		<i>General e-mail:</i>	BaltimoreOpportunities@moii.com
Massachusetts				
Interior Resources Group, LLC , 810 Boston Turnpike Road, Shrewsbury, MA 01545	PH: (401) 374-8405	Karen Boegemann	kboegemann@irg-mwbe.com	
Limited 1318263 71062 N BOS	FX:			
Office Resources, Inc. (HDQ) , 263 Summer Street, Boston, MA 02210	PH: (617) 423-9100	Paul Fraser	PaulFraser@ori.com	
Knoll 1004871 1115 N BOS	FX: (617) 423-5590	Kevin Barbary	KevinBarbary@ori.com	
Office Resources, Inc. , 810 Boston Turnpike Road, Shrewsbury, MA 01545	PH: (508) 719-0219	Paul Fraser	PaulFraser@ori.com	
Knoll 1004871 1115 N BOS	FX: (508) 719-0220	Kevin Barbary	KevinBarbary@ori.com	
		Robert Tenaglia	roberttenaglia@ori.com	
Michigan				
American Interiors Detroit , 29550 Hudson Drive, Novi, MI 48377	PH: (248) 624-2255	Steve Essig	steve@aminteriors.com	
Knoll 1084380 3999 S IND	FX: (248) 624-7755			
Lakeshore Furniture LLC , 450 West Hackley Avenue, Muskegon, MI 49444	PH: (231) 733-0604	Travis Griffith	travisg@lsfurniture.online	
Knoll 1164297 5750 S IND	FX: (231) 733-6502			
Metro Business Interiors, Inc. , 520 West Main Street, P.O. Box 1144, Benton Harbor, MI 49023-1144 (Physical ZIP: 49022)	PH: (269) 926-0911	Matthew Luxem	mattluxem@gmail.com	
Limited 1004721 1089 S IND "Essentials" Only Product	FX: (269) 926-0581			
Michigan Office Design , 26677 West Twelve Mile Road, Suite 165, Southfield, MI 48034	PH: (248) 447-7969	Sarah Jones	sjones@moddesign.net	
Limited 1004866 1113 S IND All Products + Essentials: Wayne County, Blue Cross/Blue Shield, Karmanos, Fanuc Robotics, Henry Ford Health Systems, Continental Teves, Creative Foam & GM Call Centers	FX: (248) 654-1122			
Pinnacle Design (Consumer Office Furniture, Inc. dba), 3700 Bay Road, Saginaw, MI 48603	PH: (989) 790-7240	Sam Shaheen	sam@shaheendevlopment.com	
Knoll 1084383 4000 S IND	FX: (989) 790-1191	Peter Shaheen	peter@shaheendevlopment.com	

KNOLL DEALERS (Knoll and Limited) - Sorted by 1) U.S. 2) Canada & Various Southern Islands

Dealer Name/Address Status JDE# Oracle# DIV REG	Telephone Facsimile	Contact Name	e-mail	July 19, 2019
Minnesota				
Parameters, Ltd., 705 Marquette Avenue, South, Suite 1000, Minneapolis, MN 55402(Mail & Packages)	PH: (952) 903-5200	David Haines	davidh@parameters.com	
Knoll 1004629 1067 W CHI Deliveries & Drop Ship:	FX: (952) 903-5293	Lauri Bolin	lbolin@parameters.com	
Baker Center Loading Dock, Attn: Parameters - 705 Building, STE 1000, 114 South 8th ST, Minneapolis, MN 55402				
			<i>General e-mail:</i> info@parameters.com	
Mississippi				
Spaces Group South, LLC, 6311 Ridgewood Road, Suite E102, Jackson, MS 39211	PH: (601) 472-2000	Carol Johnson	cjohnson@spacesgrp.com	
Knoll 1431366 64606 S ATL UPS/FedEx address: 1060 E County Line Road, #3A-332, Ridgeland, MS 39157	FX:		<i>General e-mail:</i> info@spacesgrp.com	
Missouri				
CI Select (HDQ), 11840 Westline Industrial Drive, Suite 100, St. Louis, MO 63146	PH: (314) 909-1990	Claire Erker	cerker@ciselect.com	
Knoll 1004634 1068 W STL	FX: (314) 909-1911	Brian Heigel	bheigel@ciselect.com	
			<i>General e-mail:</i> info@ciselect.com	
NewGround International, Inc., 15450 South Outer Forty DR, STE 300, Chesterfield, MO 63017	PH: (636) 898-8100	Deanna Schoen	dschoen@newground.com	
Limited 1007057 1143 W STL Major projects controlled by Dealer - All Knoll Product	FX: (636) 898-8111			
Nebraska				
Business World Products of Hastings, Inc., 634 West Second Street, POB 972, Hastings, NE 68902	PH: (402) 463-9660	Michael Schmidt	mschmidt@bwphastings.com	
Knoll 1004914 1120 W STL FedEx/UPS ZIP Code: 68901	FX: (402) 463-9712	Mike Florek	mikef@bwphastings.com	
CI Select, 4614 Dodge Street, Omaha, NE 68132	PH: (402) 925-3200	Claire Erker	cerker@ciselect.com	
Knoll 1428414 59503 W STL	FX:	Brian Heigel	bheigel@ciselect.com	
			<i>General e-mail:</i> info@ciselect.com	
Nevada				
Western Office, 5565 S. Decatur Boulevard, Ste. 108, Las Vegas, NV 89118	PH: (702) 347-5500	Mike Dona	MDona@westernoffice.com	
Knoll 1013146 1813 W PHO	FX: (702) 347-5501	Greg Dona	Gdona@westernoffice.com	
New Hampshire				
Office Resources, Inc., 22 Deer Street, Portsmouth, NH 03801	PH: (603) 645-9808	Paul Fraser	PaulFraser@ori.com	
Knoll 1005154 1140 N BOS	FX: (603) 645-6798	Kevin Barbary	KevinBarbary@ori.com	
		Doug Ellis	dougellis@ori.com	
New Jersey				
Arenson Office Furnishings, Inc., 90 Woodbridge Center Drive, Ste. 160, Woodbridge, NJ 07095-1142	PH: (732) 283-9395	Carl Milianta	cmilianta@aof.com	
Knoll 1004728 1091 N NYC	FX: (732) 283-9198			
CFI GOV LLC, 2129 Chestnut Street, Philadelphia, PA 19103 (Physical: 28 South Broadway, Gloucester City, NJ 08030)	PH: (856) 603-0546	Amanda Chevalier	achevalier@cfinj-Knoll.com	
Limited 1334394 75760 N PHI Limitation: GSA, US Communities & States Government (DE, E. PA and S. NJ)	FX: (856) 662-5787			
Corporate Facilities of New Jersey, 6950 Sherman Lane, Pennsauken, NJ 08110	PH: (856) 662-5200	Amanda Chevalier	achevalier@cfinj-knoll.com	
Knoll 1151479 5428 N PHI	FX: (856) 662-5787		<i>General e-mail:</i> info@cfi-knoll.com	
EvensonBest LLC, 400 Connell Drive, Ste. 2100, Berkeley Heights, NJ 07922	PH: (908) 663-2700	Vernon Evenson	vevenson@evensonbest.com	
Knoll 1192307 6290 N NYC	FX: (908) 663-2701		<i>General e-mail:</i> info@evensonbest.com	
Feigus Office Furniture, 2604 Atlantic Avenue, Suite 100, Wall, NJ 07719	PH: (732) 780-6665	Brad Feigus	brad@feigus.com	
Knoll 1005088 1132 N NYC	FX: (732) 528-7007			
New Mexico				
Workspace Dynamics, Inc., 4711 Lomas Boulevard NE, Albuquerque, NM 87110	PH: (505) 265-7651	Mary Jury	mjury@wsdnm.com	
Knoll 1061756 2837 W PHO	FX: (505) 255-8210			
New York				
A. R. Kropp Co. & Sons (A. R. Kropp LLC d/b/a), 1515-B Fifth Industrial Court, Bay Shore, NY 11706	PH: (631) 549-9240	Tim Kropp	timothykropp@arkshelving.com	
Limited 1443050 79685 N NYC	FX: (631) 423-3661	Greg Kropp	gregkropp@arkshelving.com	
Arenson Office Furnishings, Inc. (HDQ), 1115 Broadway, 6th Floor, New York, NY 10010	PH: (212) 633-2400	Carl Milianta	cmilianta@aof.com	
Knoll 1004594 1055 N NYC	PH: (212) 633-2777		information@aof.com	
Currimbhoy & Cassidy, LLC, 347 West 39th Street, Suite 7W, New York, NY 10018	PH: (212) 967-1868	Nayana Currimbhoy	nayana@currimbhoy-cassidy.com	
Limited 1282750 8143 N NYC Limitation: Limited to servicing one customer, EvensonBest LLC.	FX: (212) 494-0049	Paul Cassidy	paul@currimbhoy-cassidy.com	
David G. Rosen, Inc., 25 South Service Road, Suite 210, Jericho, NY 11753	PH: (516) 333-3535	David Rosen	dgrfurn@optonline.net	
Knoll 1003998 1031 N NYC	FX: (516) 333-0338			
DRB Business Interiors, 153 Regent Street, Saratoga Springs, NY 12866	PH: (518) 306-5233	Daniel Bullis	dbullis@drbbusinessinteriors.com	
Knoll 1275378 7941 N BOS	FX: (518) 306-5256			
EvensonBest LLC (HDQ), 641 Avenue of the Americas, 6th Floor, New York, NY 10011	PH: (212) 549-8000	Vernon Evenson	vevenson@evensonbest.com	
Knoll 1005001 1127 N NYC	FX: (212) 549-8212		<i>General e-mail:</i> info@evensonbest.com	
Global Packing Solutions, 70 East Sunrise Highway, Suite 611, Valley Stream, NY 11581	PH: (516) 568-2080	Emmett Walker	ewalker@glopacilc.com	
Limited 1443053 79688 N NYC	FX: (516) 568-1274	Mitchell Sloane	msloane@glopacilc.com	
Grassroots Contract Interiors, 737 Main Street, Suite 175, Buffalo, NY 14203	PH: (716) 247-5256	Katherine Gunsolus	katherine@gcibuffalo.com	
Knoll 1314997 9059 N BOS Mailing Address: P.O. Box 43, Buffalo, NY 14201	FX: (716) 875-2500	Tim Hutton	tim@gcibuffalo.com	

KNOLL DEALERS (Knoll and Limited) - Sorted by 1) U.S. 2) Canada & Various Southern Islands

July 19, 2019

Dealer Name/Address Status JDE# Oracle# DIV REG	Telephone Facsimile	Contact Name	e-mail
Just the Right Stuff, Inc. , 103 Twin Oaks Drive, Syracuse, NY 13206 Knoll 1328205 9459 N BOS	PH: (315) 433-1309 FX: (315) 463-7118	Dave Constas Neil Greenson	dconstas@justtherightstuff.com ngreeseon@justtherightstuff.com
Kinahan Associates LLC , 8799 Wedgefield Lane, Cicero, NY 13039 Limited 1443052 79687 N BOS	PH: (315) 572-2308 FX:	Kelly Kinahan	kelly@kinahanassociates.com
Lane Office , 256 West 38th Street, 5th Floor, New York, NY 10018 Knoll 1004952 1122 N NYC	PH: (212) 233-4100 FX: (212) 693-2124	Gregory Burke Avery Wasoleck	greg@laneoffice.com avery@laneoffice.com
Marigold Home Inc. , 747 State Route 28, Kingston, NY 12401 Limited 1260214 51514 N NYC <i>Limitation: Limited to servicing one customer, Arenson Office Furnishings.</i>	PH: (845) 338-0800 FX: (845) 338-0811	Maria Mendoza	maria@marigold-home.com
Office Resources, Inc. , 1501 Broadway, Suite 802, New York, NY 10036 Knoll 1004281 1040 N NYC	PH: (212) 704-9848 FX: (212) 944-8264	Paul Fraser Kevin Barbary	PaulFraser@ori.com KevinBarbary@ori.com
Weeks Lerman Group, LLC (The) , 58-38 Page Place, Maspeth, NY 11378 Knoll 1061366 2809 N NYC	PH: (718) 803-5000 FX: (718) 628-7724	Sid Lerman	sid@weekslerman.com
North Carolina			
CBI (HDQ) , 4020 Yancey Road, Charlotte, NC 28217 Knoll 1004647 1075 S CHA	PH: (704) 525-7630 FX: (704) 527-9361	Dave Longo	david.longo@cbi-nc.com
CBI , 625 Oberlin Road, Raleigh, NC 27605 Knoll 1072252 3532 S CHA	PH: (919) 991-1077 FX: (919) 991-1066	Dave Longo	david.longo@cbi-nc.com
CBI , 322 East Chapel Hill Street, Durham, NC 27701 Knoll 1072252 3532 S CHA	PH: no land line FX: no land line	David Longo <i>General e-mail:</i>	david.longo@cbi-nc.com cbi@cbi-nc.com
CBI , 814 Angelo Brothers Avenue, Winston-Salem, NC 27101 Knoll 1231533 6999 S CHA	PH: (336) 724-5194 FX: (336) 727-1049	David Longo Tonya Mayes-Sawyer	david.longo@cbi-nc.com tonya.sawyer@cbi-nc.com
Ohio			
American Interiors, Inc. (HDQ) , 302 S. Byrne Road, Building 100, Toledo, OH 43615 Knoll 1005061 1129 S IND	PH: (419) 535-1808 FX: (419) 535-1899	Steven Essig	steve@aminteriors.com
American Interiors, Inc. , 1001 Lakeside Avenue E, Ste. 150, Cleveland, OH 44114 Knoll 1173153 5944 S IND	PH: (216) 912-1200 FX: (216) 912-1201	Steven Essig	steve@aminteriors.com
O'Reilly Office LLC , 300 Spruce Street, Suite 150, Columbus, OH 43215 Knoll 1347667 11021 S IND <i>Given notice of termination. Final orders to be placed by 5/31/19 and ship by 7/31/19. Punch list through 8/1/19.</i>	PH: (614) 754-1895 FX: (614) 754-1524	Erica O'Reilly Thomas O'Reilly	erica@oreillyoffice.com toreilly@oreillyoffice.com
RJE Business Interiors, Inc. , 623 Broadway Street, Cincinnati, OH 45202 Knoll 1283817 8163 S IND	PH: (513) 641-3700 FX: (513) 641-0744	Dennis Sponsel	dsponsel@rjefurn.com
RJE Business Interiors, Inc. , 234 North 5th Street, Columbus, OH 43215 Knoll 1449839 87407 S IND	PH: (614) 374-5399 FX:	Dennis Sponsel Tarra Aufderheide	dsponsel@rjefurn.com taufderheide@rje-bi.com
Oklahoma			
Bauhaus , 426 East 4th Street, Tulsa, OK 74120 Knoll 1416264 50941 S DAL	PH: (918) 557-9885 FX:	Ron Welch	rwelch@bauhausinteriors.com
Spaces, Inc. , 2801 Coltrane Place, Suite 1, Edmond, OK 73034 Knoll 1065103 3001 S DAL	PH: (405) 216-8800 FX: (405) 216-8802	Alison Hafar Don Henke	alisonhafar@spacesok.com donhenke@spacesok.com
Oregon			
Environments , 707 SE Belmont Avenue, Portland, OR 97214 Knoll 1004596 1056 W SEA	PH: (503) 236-3600 FX: (503) 236-1300	Chris Corrado	chrisc@environmentsnw.com
Workspace (Interior Office Concepts, Inc. dba), 150 N. Bartlett Street, Ste. 100, Medford, OR 97501 Knoll 1059228 2607 W SEA	PH: (541) 776-4043 FX: (541) 776-3812	Justin Steffens	justin@iocteam.com
Pennsylvania			
A. J. Grack Business Interiors , 3364 West 26th Street, Building B, Erie, PA 16506 Knoll 1004733 1095 N PHI	PH: (814) 835-8217 FX: (814) 836-0307	A. J. Grack Dory Grack	ajgrack@ajgrack.com dorygrack@ajgrack.com
Corporate Facilities, Inc. (HDQ) , 2129 Chestnut Street, Philadelphia, PA 19103 Knoll 1004597 1057 N PHI	PH: (215) 279-9999 FX: (215) 279-9445	Robert Chevalier Patricia Dobkin	robert@cfi-knoll.com pdobkin@cfi-knoll.com
Corporate Facilities, Inc. , 300 Brookside Avenue, Building 4, Suite 100, Ambler, PA 19002 Knoll 1004597 1057 N PHI	PH: (215) 279-9999 FX:	Robert Chevalier <i>General e-mail:</i>	robert@cfi-knoll.com info@cfi-knoll.com
Corporate Facilities, Inc. , 401 E. Windy Hill Road, Suite 110, Mechanicsburg, PA 17055 Knoll 1351709 11747 N PHI	PH: (717) 234-1234 FX:	Robert Chevalier	robert@cfi-knoll.com
Corporate Facilities - Lehigh Valley, LLC , 1042 Hamilton Street, Allentown, PA 18101 Knoll 1170077 5905 N PHI	PH: (610) 434-7236 FX: (610) 439-0719	Robert Chevalier Beverley Kahler	robert@cfi-knoll.com beverley@cfilv-knoll.com
Corporate Facilities, Inc. , 119 South Burrowes Street, Ste. 608, State College, PA 16801 Knoll 1351709 11747 N PHI	PH: (717) 234-1234 FX:	Robert Chevalier <i>General e-mail:</i>	robert@cfi-knoll.com info@cfi-knoll.com
Workspace, Inc. , 1900 Lowe Street, Pittsburgh, PA 15220 Knoll 1004870 1114 N PHI	PH: (412) 920-6300 FX: (412) 920-7570	Dawn Sauter David Sauter	dmsauter@workspaceinc.com dsauter@workspaceinc.com

KNOLL DEALERS (Knoll and Limited) - Sorted by 1) U.S. 2) Canada & Various Southern Islands

Dealer Name/Address Status JDE# Oracle# DIV REG	Telephone Facsimile	Contact Name	e-mail	July 19, 2019
Puerto Rico				
Systema (PR), Inc. , 250 F. D. Roosevelt Avenue, San Juan, PR 00918-2311	PH: (787) 751-5775	Rafael Tamayo	rafael@systema.net	
Knoll 1004356 1042 S MIA	FX: (787) 751-1410		sales@systema.net	
Rhode Island				
Sheehans Office Interiors, Inc. (HDQ), 524 Park Avenue, P.O. Box 629, Portsmouth, RI 02871-0629	PH: (401) 683-3150	Jack Sheehan	jsheehan@sheehansoffice.com	
Knoll 1003997 1030 N BOS FedEx/UPS ZIP Code: 02871-4940	FX: (401) 683-4990			
Sheehan's Office Interiors, Inc. , 865 Waterman Avenue, East Providence, RI 02914	PH: (401) 683-3150	Jack Sheehan	jsheehan@sheehansoffice.com	
Knoll 1003997 1030 N BOS	FX:			
South Carolina				
CBI , 526-B King Street, Charleston, SC 29403	PH: (843) 853-8888	Dave Longo	david.longo@cbi-nc.com	
Knoll 1099944 4296 S CHA	FX: (843) 853-3511			
CBI , 205 East Broad Street, Greenville, SC 29601	PH: (864) 404-4200	David Longo	david.longo@cbi-nc.com	
Knoll 1423458 55609 S CHA Use JDE#1332880 for literature orders only)	FX: (864) 478-1234			
Corporate Concepts, Inc. , 2412 Main Street, Columbia, SC 29201-1948	PH: (803) 758-2900	Rutledge Davies	RDavies@CorporateConceptsofSC.com	
Knoll 1004491 1047 S CHA	FX: (803) 758-2904			
Talotta Contract Interiors & Office Furniture USA , 4575 Dickpond RD - Highway 544, Myrtle Beach, SC 29588	PH: (843) 650-5217	Frank Talotta	FrankT@talottainterior.com	
Knoll 1068645 3300 S CHA	FX: (843) 650-2373			
South Dakota				
A&B Business, Inc. , 1600 North A Avenue, Sioux Falls, SD 57104	PH: (605) 335-8520	Dennis Aanenson	dennis.aanenson@abbusiness.com	
Knoll 1350551 11523 W CHI	FX: (605) 335-8942			
Tennessee				
CBI , 128 South Gay Street, Knoxville, TN 37902	PH: (865) 321-4900	David Longo	david.longo@cbi-nc.com	
Knoll 1330630 9545 S CHA	FX: (865) 342-4872	Dean Vance	dean.vance@cbi-tn.com	
CBI , 701 Cherry Street, Ste. 100, Chattanooga, TN 37402	PH: (423) 308-6982	David Longo	david.longo@cbi-nc.com	
Knoll 1330630 9545 S CHA	FX: (423) 376-1257		General e-mail: cbi@cbi-tn.com	
GBI , 7111 Commerce Way, Brentwood, TN 37027	PH: (615) 425-5252	Jay Chawan	jay@gbinashville.com	
Knoll 1382818 16442 S CHA	FX: (615) 425-5250		General e-mail: info@gbinashville.com	
Inspire Business Interiors (TIH Associates, LLC dba) , 725 West Walnut Street, Johnson City, TN 37604	PH: (423) 282-5400	Tracy Johnson	tjohnson@inspirebusinessinteriors.com	
Knoll 1208644 6556 S CHA	FX: (423) 282-6542			
Spaces Group LLC , 7760 Trinity Road, Suite 106, Cordova, TN 38018	PH: (901) 348-4600	Carol Johnson	cjohnson@spacesgrp.com	
Knoll 1293695 8454 S CHA	FX: (901) 395-0039			
Texas				
Bauhaus , 1645 Stemmons Freeway, Suite A, Dallas, TX 75207	PH: (214) 744-5500	Ron Welch	rwelch@bauhausinteriors.com	
Knoll 1004826 1103 S DAL	FX: (214) 744-5503			
Debner+Company , 8020 Katy Freeway, Houston, TX 77024	PH: (713) 782-1300	Tim Debner	timd@debner.com	
Knoll 1004603 1059 S HOU	FX: (713) 782-1332	Cody Debner	codyd@debner.com	
GL Seaman & Company (HDQ) , 4201 International Parkway, Dallas, TX 75007	PH: (214) 764-6400	Bobby Lutz	blutz@glsc.com	
Knoll 1269339 7791 S DAL	FX: (214) 764-6420			
GL Seaman & Company , 2624 Weisenberger Street, Ft. Worth, TX 76107	PH: (817) 336-5400	Bobby Lutz	blutz@glsc.com	
Knoll 1269339 7791 S DAL	FX: (817) 336-5442			
G&S Office Supply, Inc. , 6425 Polaris Drive, Suite 7, POB 452107, Laredo, TX 78045	PH: (956) 722-1773	Ronald Levy	rjlevy1@swbell.net	
Knoll 1069608 3357 S HOU FedEx/UPS ZIP: 78041	FX: (956) 722-7440			
Perry Office Products, Inc. , 1401 North 3rd Street, Temple, TX 76501	PH: (254) 778-4755	Harry Macey, III	harry.macey@perryop.com	
Knoll 1444726 81617 S HOU	FX: (254) 778-0082			
Shelby Distributions, Inc. dba Express Office Products , 29 A Butterfield Trail, El Paso, TX 79906	PH: (915) 590-3050	Julian Grubbs	jgrubbs@expressop.com	
Knoll 1305821 8782 W PHO	FX: (915) 590-3080			
Shelton-Keller Group, Inc. (HDQ) , 6301 East Stassney Lane, Building 9, Ste. 100, Austin, TX 78744-3069	PH: (512) 481-1500	Diana Keller	dkeller@skgtexas.com	
Knoll 1004865 1112 S HOU	FX: (512) 481-1550		General e-mail: info@sheltonkeller.com	
Shelton-Keller Group, Inc. , 1627 Broadway Street, San Antonio, TX 78215	PH: (210) 320-2500	Diana Keller	dkeller@skgtexas.com	
Knoll 1428413 59504 S HOU	FX: no		General e-mail: info@sheltonkeller.com	
Utah				
WorkSpace Elements , 3003 South Highland Drive, Salt Lake City, UT 84106	PH: (801) 746-0271	Timothy Barney	tim@lvp-llc.com	
Knoll 1284046 8166 W SEA	FX: (801) 973-0573			
Virginia				
Cazador, LLC , 13873 Park Center Road, Suite 400N, Herndon, VA 20171	PH: (571) 723-4255	David Hoy	david.hoy@cazador.biz	
Limited 1264703 7682 N WAS Limitation: Veterans Health Administration Indefinite Delivery-Indefinite Quantity Contract only	FX:		General e-mail: cazador.biz	

KNOLL DEALERS (Knoll and Limited) - Sorted by 1) U.S. 2) Canada & Various Southern Islands

July 19, 2019

Dealer Name/Address	Status	JDE#	Oracle#	DIV	REG	Telephone Facsimile	Contact Name	e-mail
Miller's Supplies at Work , 1154 Martinsburg Pike, Winchester, VA 22603						PH: (540) 662-1824 FX: (540) 662-1632	Mark Kelly	mkelly@millersoffice.com
Knoll 1407590 20202 N WAS								
MOI, Inc. , 1051 E. Cary ST, Ste. 101, Richmond, VA 23219						PH: (804) 343-0788 FX: (804) 343-0789	David Noel	dnoel@moii.com
Knoll 1215265 6660 N WAS								General e-mail: info@moii.com
MOI, Inc. , Two Columbus Center, 4500 Main Street, Suite 610, Virginia Beach, VA 23462						PH: (757) 201-3547 FX: (757) 201-3551	David Noel	dnoel@moii.com
Knoll 1326159 9396 N WAS								General e-mail: info@moii.com
Washington								
Freeform Interiors (Contract Resource Group, Inc. dba), 715 East Sprague Avenue, Suite 40, Spokane, WA 99202						PH: (509) 458-0411 FX: (509) 458-0425	Fernando Jauretche	fernando@contractresourcegoup.com
Knoll 1450811 122408 W SEA								
Systems Source, Inc. , 6100 4th Avenue South, Suite 100B, Seattle, WA 98108						PH: (206) 285-2208 FX: (206) 701-5306	Rosemarie Smith	rsmith@systemssource.com
Knoll 1357310 54477 W SEA								
Systems Source, Inc. , 610 West 2nd Avenue, Spokane, WA 99201						PH: (509) 209-8855 FX: (509) 209-8856	Rosemarie Smith	rsmith@systemssource.com
Knoll 1357310 54477 W SEA								
Western Office , 2125 Western Avenue, Suite 400, Seattle, WA 98121						PH: (206) 876-1400 FX: (206) 876-1401	Mike Dona	MDona@westernoffice.com
Knoll 1228041 6929 W SEA								
Western Office (for Spokane, Washington territory orders) (Contact the Seattle office with questions.)								
Knoll 1326786 9418								
West Virginia								
B. Stanley Gill, Inc. , 1119 Jefferson Road, South Charleston, WV 25309-9780						PH: (304) 746-5200 FX: (304) 746-5203	Brian Legg	Bstanleygill@aol.com
Knoll 1004094 1034 N WAS								
Wisconsin								
Creative Business Interiors, Inc. (HDQ) , 1535 South 101st Street, Milwaukee, WI 53214						PH: (414) 545-8500 FX: (414) 545-8588	John Norfolk	jnorfolk@creativebusinessinteriors.com
Knoll 1004680 1081 W CHI								
Creative Business Interiors, Inc. , 201 Moravian Valley Road, Ste. A, Waunakee, WI 53597						PH: (608) 249-0904 FX: (608) 249-7350	John Norfolk	jnorfolk@creativebusinessinteriors.com
Knoll 1005119 1137 W CHI								
Systems Furniture, Inc. , 125 South Broadway, De Pere, WI 54115						PH: (920) 336-1510 FX: (920) 336-4008	Curtis Beilke	curt.beilke@sysfurniture.com
Knoll 1003970 1029 W CHI								sales@sysfurniture.com

KNOLL DEALERS (Knoll and Limited) - Sorted by 1) U.S. 2) Canada & Various Southern Islands

Dealer Name/Address Status JDE# Oracle# DIV REG	Telephone Facsimile	Contact Name	e-mail	July 19, 2019
INTERNATIONAL LOCATIONS				
Bermuda				
Diversified Services Bermuda Ltd., P.O. Box HM 1877, Hamilton HM 11 Bermuda	PH: (441) 295-9253	Alan McKay	amckay@diversifiedbda.com	
Knoll 1004690 51520 CAN CCA FedEX/UPS Address: Suite 305, International Center, 26 Bermudiana Road	FX: (441) 295-5524	General e-mail: cyoung@diversifiedbda.com		
Canada				
Alberta				
ELEMENT Integrated Workplace Solutions Ltd., 140, 4411 - 6th Street SE, Calgary, AB T2G 4E8, Canada	PH: (403) 444-7390	Greg Forsgren	gforsgren@elementiws.com	
Knoll 1174467 5965 CAN CCA	FX: (403) 243-4808			
Innerspaces Business Furnishings, Inc., 10260 - 106th Street, Edmonton, AB T5J 1H7 Canada	PH: (780) 428-1083	Dennis Mozak	dmozak@synergybuilds.com	
Knoll 1134515 5048 CAN CCA	FX: (780) 426-6420	Jeff Cherniawski	jeffc@innerspaces.ca	
British Columbia				
Blackburn Young Office Solutions, Inc., 100 - 1111 Melville Street, Vancouver, BC V6E 3V6 Canada	PH: (604) 696-2220	Michael Blackburn	mblackburn@blackburnyoung.com	
Knoll 1261145 7615 CAN CCA	FX: (604) 696-6422			
Hub Office Furniture, Inc., #115-1631 Dickson Avenue, Kelowna, BC V1Y 0B5 Canada	PH: (250) 808-5811	Jules Galloway	jules@hubofficefurniture.com	
Knoll 1442381 78758 CAN CCA	FX: Joanne King	jo@hubofficefurniture.com		
Systems Source, Inc.	PH: (206) 285-2208	Rosemarie Smith	rsmith@systemssource.com	
Limited 1407123 56703 CAN CCA Limitation: Microsoft Canada	FX: (206) 624-2460			
Manitoba				
First Avenue Office Furnishings, Ltd., 976 Dugald Road, Winnipeg, MB R2J 0G9 Canada	PH: (204) 237-9615	Claudette Medway	claudette@firstavenueoffice.com	
Knoll 1004644 1074 CAN CCA	FX: (204) 237-9627			
Nova Scotia				
interSPACE Resource Group, Inc., 63 McQuade Lake Crescent, Bayers Lake, Halifax, NS B3S 1C4 Canada	PH: (902) 421-2116	C. Terry Wilson	twilson@interspace.ca	
Knoll 1217938 6723 CAN CCA	FX: (902) 425-3517			
Ontario				
Burovision, Inc., 300 Sparks Street, Ste. 230, Ottawa, ON K1R 7S3 Canada	PH: (613) 722-1833	Clark Moland	clark@burovision.com	
Knoll 1392321 17655 CAN CCA	FX: Luciano Ricciuti	luciano@burovision.com		
		General e-mail: info@burovision.com		
Drechsel Business Interiors (HDQ), 400 Oakdale Road, Downsview, ON M3N 1W5 Canada	PH: (416) 740-7120	Tova Drechsel	tova.drechsel@drechsel.com	
Knoll 1004673 1078 CAN CCA	FX: (416) 748-9682	Chris White	chris.white@drechsel.com	
Drechsel Business Interiors, 53 Jarvis Street, Toronto, ON M5C 2H2 Canada	PH: (416) 740-7123 x30	Tova Drechsel	tova.drechsel@drechsel.com	
Knoll 1004673 1078 CAN CCA (Use 1327067 to order literature/samples for this location only).	FX: (416) 645-0502	Chris White	chris.white@drechsel.com	
Triad Office Interiors, 3345 N. Service Road, Unit 100, Burlington, ON L7N 3G2 Canada	PH: (905) 331-8244	Todd McGauley	todd@triadoffice.ca	
Knoll 1198001 6389 CAN CCA	FX: (905) 331-8544			
Triad Office Interiors, 40 Weber Street East, Kitchener, ON N2H 6R3 Canada	PH: (905) 331-8244	Todd McGauley	todd@triadoffice.ca	
Knoll 1436168 70923 CAN CCA	FX: (905) 331-8544	General e-mail: info@triadoffice.ca		
Quebec				
Burovision, Inc., 625 avenue du President Kennedy, Niveau Mezzanine, Montreal, QC H3A 1K2 Canada	PH: (514) 481-1833	Renzo Fraraccio	renzo@burovision.com	
Knoll 1060366 2705 CAN CCA	FX: (514) 481-2010	Alexandra Choquette	alexandra@burovision.com	
Saskatchewan				
Avanti Office Products, 1245 Osler Street, Regina, SK S4R 1W4 Canada	PH: (306) 359-3108	Mauro Montanini	mauro@avantioffice.com	
Knoll 1004732 1094 CAN CCA	FX: (306) 525-5191			
Cayman Islands				
IRG Interior Spaces Ltd., One Artillery Court, Shedden RD, PO 2390, George Town, Cayman Islands, KY1-1105	PH: (345) 623-1111	Jeremy Hurst	jeremy@irg.ky	
Limited 1004945 1121 S MIA All Knoll Products	FX: (345) 623-1112			
West Indies				
Business Supply Group Ltd. (The) - BOSS Division, 8 Fernandes Industrial Center, Eastern Main Road, Laventille, Trinidad, West Indies	PH: (868) 626-0258	Gordon Dalla Costa	gdallacosta@bosstrinidad.com	
Knoll 1349258 11292 S MIA	FX: (868) 626-1945	General e-mail: sales@bosstrinidad.com		

Section 7

Required Forms

REQUIRED FORM 7 – REFERENCES

RFP # 269-2019-105

FURNITURE, INSTALLATION AND RELATED PRODUCTS AND SERVICES

Companies shall complete the form below. The City's preference is for references from organizations of similar size or where the Company is performing similar services to those described herein. If such references are not available, individuals or companies that can speak to the Company's performance are adequate. **Please do not list the City of Charlotte.**

Reference 1	
Company Name:	Harris County
Contact Name:	Martha Sloan, C.P.M.
Phone Number:	713-274-4433
Reference 2	
Company Name:	San Francisco International Airport
Contact Name:	Rinaldi Wibowo
Phone Number:	650-821-9463
Reference 3	
Company Name:	City and County of San Francisco
Contact Name:	Lesley Giovannelli
Phone Number:	415-601-5182
Reference 4	
Company Name:	JLL/Bank of America
Contact Name:	Pat Rainey
Phone Number:	980-387-9982
Reference 5	
Company Name:	AmerisourceBergen
Contact Name:	Shea Barfield
Phone Number:	704-248-9982

Section 7 Required Forms

REQUIRED FORM 8 – CERTIFICATION REGARDING DEBARMENT, SUSPENSION AND OTHER RESPONSIBILITY MATTERS

RFP # 269-2019-105

FURNITURE, INSTALLATION AND RELATED PRODUCTS AND SERVICES

The bidder, contractor, or subcontractor, as appropriate, certifies to the best of its knowledge and belief that neither it nor any of its officers, directors, or managers who will be working under the Contract, or persons or entities holding a greater than 10% equity interest in it (collectively "Principals"):

1. Are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any or state department or agency in the United States;
2. Have within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state or local) transaction or contract under a public transaction; violation of federal or state anti-trust or procurement statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
3. Are presently indicted for or otherwise criminally or civilly charged by a government entity, (federal, state or local) with commission of any of the offenses enumerated in paragraph 2 of this certification; and
4. Have within a three-year period preceding this application/proposal had one or more public transactions (federal, state or local) terminated for cause or default.

I understand that a false statement on this certification may be grounds for rejection of this proposal or termination of the award or in some instances, criminal prosecution.

☒ **I hereby certify as stated above:**

Wayne McDorman
(Print Name)

Signature

Director Government Sales
Title

Date

☐ **I am unable to certify to one or more the above statements. Attached is my explanation. [Check box if applicable]**

(Print Name)

Signature

Title

Date

Section 7

Required Forms

REQUIRED FORM 9 – BYRD ANTI-LOBBYING CERTIFICATION

RFP # 269-2019-105

FURNITURE, INSTALLATION AND RELATED PRODUCTS AND SERVICES

The undersigned certifies, to the best of his or her knowledge and belief, that:

1. No federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of and Federal contract, grant, loan, or cooperative agreement.
2. If any funds other than federal appropriated funds have been paid or will be paid to any person for making lobbying contacts to an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form—LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions [as amended by "Government wide Guidance for New Restrictions on Lobbying," 61 Fed. Reg. 1413 (1/19/96)].
3. The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including all subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction by 31 U.S.C. § 1352 (as amended by the Lobbying Disclosure Act of 1995). Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Knoll, Inc. (the "Company") certifies or affirms the truthfulness and accuracy of each statement of its certification and disclosure, if any. In addition, the Company understands and agrees that the provisions of 31 U.S.C. A 3801, et seq., apply to this certification and disclosure, if any.

Wayne McDorman
(Print Name)

Authorized Signature

Date

Knoll, Inc.
Company Name

1050 K Street, NW
Address

Washington, DC 20001
City/State/Zip

Section 7

Required Forms

REQUIRED FORM 10 – ENVIRONMENTAL PURCHASING RESPONSES

RFP # 269-2019-105

FURNITURE, INSTALLATION AND RELATED PRODUCTS AND SERVICES

Companies shall complete and submit the form below regarding the products or supplies required to perform the Services.

Question	Response
<p><u>Recycled Content.</u> Products must contain a certain percentage of recycled content. Please include the amount of recycled content, both pre- and post-consumer, included in your product.</p>	<p>Knoll offers full and complete documentation for approximately 20+ of our product lines. In an effort to offer a complete but abbreviated response, we have provided, as an example, percentages of recycled and recyclable content of products specified in our Sample Project Pricing in the following table – See Supplemental Information Section 7, Form 10: Sustainability.</p> <p>In addition, available documentation on the recycled and recyclable materials in each of the following proposed products is provided in Supplemental Information Section 7, Form 10: Sustainability. This is a reflection of the products proposed in our Sample Project Pricing. Product documentation is available for our full contract offering upon request.</p> <ul style="list-style-type: none"> - Dividends Horizon - Reff Profiles - Antenna Workspaces - k. stand - KnollExtra - Chadwick Seating - MultiGeneration - k. task - KnollStudio Pilot
<p><u>Recyclability.</u> Please include the types of materials included in your product, and if they are considered recyclable in typical municipal recycling streams.</p>	<p>Knoll offers full and complete documentation for approximately 20+ of our product lines. In an effort to offer a complete but abbreviated response, we have provided, as an example, percentages of recycled and recyclable content of products specified in our Sample Project Pricing in the following table – See Supplemental Information Section 7, Form 10: Sustainability.</p> <p>In addition, available documentation on the recycled and recyclable materials in each of the following proposed products is provided in Supplemental Information Section 7, Form 10: Sustainability. This is a reflection of the products proposed in our Sample Project Pricing. Product documentation is available for our full contract offering upon request.</p> <ul style="list-style-type: none"> - Dividends Horizon - Reff Profiles - Antenna Workspaces - k. stand - KnollExtra - Chadwick Seating - MultiGeneration - k. task

Section 7 Required Forms

	- KnollStudio Pilot
<u>Biodegradability.</u> Products must be capable of decomposing under natural conditions. Please state whether each Product offered in your proposal is biodegradable.	Not Applicable
<u>Compostability.</u> Products must be capable of composting at a commercial composting facility. Please state whether each product offered in your proposal is compostable.	Not Applicable
<u>Energy Consumption.</u> Please include the total amount of energy consumed for product or service manufacture, use and disposal. Different sources of energy are associated with different environmental impacts.	Knoll offers full and complete documentation for approximately 20+ of our product lines. In an effort to offer a complete but abbreviated response, we have provided, as an example, energy consumption of products specified in our Sample Project Pricing. Refer to Environmental Product Declarations (EPDs) in Supplemental Information Section 7, Form 10: Sustainability.
<u>Energy Efficiency.</u> Products must meet or exceed the Department of Energy (DOE) and Environmental Protection Agency criteria for use of the ENERGY STAR trademark label; or is in the upper 25% of efficiency for all similar products as designated by the U.S. Department of Energy's Federal Energy Management Program.	Not Applicable
<u>Water Efficiency.</u> Eligible products must meet or exceed the Environmental Protection Agency's WaterSense program or be water-efficient or low-flow fixtures.	Knoll offers full and complete documentation for approximately 20+ of our product lines. In an effort to offer a complete but abbreviated response, we have provided, as an example, water efficiency of products specified in our Sample Project Pricing. Refer to Environmental Product Declarations (EPDs) in Supplemental Information Section 7, Form 10: Sustainability.
<u>Low VOCs.</u> Products should contain low or no volatile organic compounds (VOCs). Please indicate any VOC content in each applicable product offered in your proposal.	Knoll conducts Indoor Air Quality (IAQ) testing to measure and confirm off-gassing limits to BIFMA compliance levels. All Knoll North American systems are tested by Intertek's Clean Air program for all Systems, Tables, & Casegoods and UL Environmental meets the required levels to pass UL Greenguard Gold certification for all of Knoll Office This eliminates the need to store product to off-gas, as the testing confirms that non-low emitting materials conform to the standards. See product Intertek's Clean Air Program Certificates in Supplemental Information Section 7, Form 10: Sustainability. (See attached IAQ certificates)

Section 7

Required Forms

<p><u>Reduced Packaging.</u> Please include any efforts made to reduce the packaging of the products included in this proposal.</p>	<p>In order to meet our goals for sustainability, we make every effort to use recyclable and reusable materials, to ensure safe delivery of your product without producing excessive waste.</p> <p>Our packaging is dependent on the size of the order and type of product being shipped. We are able to offer both “single” and “bulk” packs, for example. In terms of packing materials, Knoll typically uses corrugated cartons, plastic wrap, chair bags, foam covers (for feet), and blanket wrapping. Knoll, in an ongoing commitment to lower its impact on the environment, has and will continue to look for more ways, in the future, to utilize greener packing methods.</p> <p>Knoll packaging is generally corrugated cardboard. Dealers can arrange for local recycling companies to recycle the cardboard. Any pallets and containers used can be returned and are 100% recyclable.</p>
<p><u>Pollution Prevention.</u> Please state your company’s policy on source reduction. The Pollution Prevention Act defines source reduction to mean any practice that: (1) Reduces the amount of any hazardous substance, pollutant or contaminant entering any waste stream or otherwise released into the environment (including fugitive emissions) prior to recycling, treatment or disposal, and (2) Reduces the hazards to public health and the environment associated with the release of such substances, pollutants or contaminants. The term includes equipment or technology modifications, process or procedure modifications, reformulation or redesign of products, substitution of raw materials, and improvements in housekeeping, maintenance, training or inventory control.</p>	<p>The North American operations of Knoll, Inc. located in East Greenville, PA, Muskegon MI, Grand Rapids MI and Toronto ON Canada (“Knoll”) pioneer products that inspire, evolve and endure. Our environmental and sustainability standards inform our product development activities and shape the processes at all Knoll facilities listed above. We are committed to empowering Associates in leading UCLC policies and practices designed to protect the biosphere, conserve natural resources and reduce waste. To that end, it is our policy to manufacture well-designed furniture, textiles and office accessories in the most environmentally responsible way. The success of our policy is based on a holistic understanding of how people live, work and interact with the environment.</p> <p>By design, we evaluate the environmental impact of all of our projects and take a proactive approach to environmental issues at our facilities and in our communities.</p> <p>Knoll Environmental Policy Goals:</p> <p>Sustainable Use of Natural Resources + Protect and enhance the environment through the prevention of pollution and the preservation of natural resources</p> <p>Waste Reduction and Protection of the Biosphere + Eliminate or minimize a negative impact resulting from waste, emissions to air, land or water</p> <p>Risk Reduction + Manage all of our activities in a manner that meets or exceeds all applicable federal, state, provincial and local environmental regulations and requirements, sustainability practices and other requirements to which Knoll subscribes</p>

Section 7

Required Forms

	<p>Measurable Continuous Improvement + Establish and maintain leading environmental metrics, objectives and targets</p> <p>Associate Engagement and Informing the Public + Actively engage all Associates, other relevant stakeholders and partners to drive Knoll's environmental values</p> <p>+ Raise awareness, encourage participation and train Associates in environmental matters and develop the skills and abilities necessary to perform all tasks that support this policy</p> <p>+ Knoll's Environmental Policy Statement is communicated to all Knoll Associates, other relevant parties and is available to the public via the Knoll website</p> <p>At least once per year, Knoll will review all aspects of our operations, policy and progress towards objectives and targets, which are set for continuous improvement in our Environmental Management System.</p> <p>It is Knoll's expectation that all Knoll Associates, contractors, subcontractors and their workers meet or exceed the environmental requirements of this policy.</p>
<p><u>Life Cycle Management.</u> Please state how many times your product may be reused. (Since reusable products generally require more upfront costs than disposable products, they are often subjected to a cost/benefit analysis in order to determine the life cycle cost).</p>	<p>Knoll subscribes to the DfE principles. We use powerful software-based tools to evaluate the entire life cycle of a product, from raw materials extraction to what happens at the end of the product's useful life. This holistic vision of environmental impact means that we can adjust designs, materials or production processes to maximize sustainability. Knoll structures its LCA process in three phases, collecting three large sets of data:</p> <p>1 Cradle to Gate: includes supply chain inputs, from raw materials extraction to transportation and secondary manufacture of parts purchased by Knoll.</p> <p>2 Gate to Gate: measures the processes that turn materials and parts into finished products.</p> <p>3 Gate to Grave/Cradle: looks at what happens to a product at the end of its useful life.</p> <p>Our LCA process also produces transparency: we pass on the findings of our analysis to our customers in the form of an Environmental Product Declaration (EPD), a standardized tool for communicating the environmental performance of a product. The EPD uses a consistent set of indicators to relay information about raw material acquisition, energy use, emissions, and waste generation. EPDs are third-party certified, and they help our customers earn points under the LEED v4 standard.</p>
<p><u>End of Life Management.</u> Will the manufacturer or designee accept the product back at the end-of-life? (who pays for the transportation of the product may be situation-specific).</p>	<p>Full Circle is the first program in the contract furniture industry to provide comprehensive, integrated services for surplus furniture, fixtures and equipment (FF&E). Full Circle includes the traditional buy-back and re-selling of FFE assets as a first alternative, but also includes repurposing, recycling, and avoiding landfill through</p>

Section 7

Required Forms

Energy-from-Waste conversion options for those assets that may not have any re-sale value.

Knoll developed the Full Circle program in partnership with ANEW, a non-profit organization dedicated to extending the life cycle of retired FFE assets. ANEW delivers Full Circle through strategic alliances with the Knoll Dealer Network. ANEW has access to a diverse range of field service companies, but first consults with Knoll and dealer representatives to ensure your preference for surplus labor removal resources.

Full Circle is a total solution that addresses Knoll and other brands of furniture as well as fixtures and equipment: everything from telephone and HVAC systems to carpeting and elevators.

Working in collaboration with Knoll, ANEW can develop a Full Circle Decommissioning Strategy for equipment surplus based on the objectives most important to your organization and use of the following services:



- **Resale:** Sell usable FF&E to capture financial value, either as a profit or to help offset the costs of FF&E removal, recycling, and/or transportation to an Energy-from-Waste Facility
- **Repurpose:** Donate usable FF&E to local non-profits for social equity in the community and the tax benefits of donating to a 501(c)(3) organization (ANEW).
- **Recycle:** Recycle FF&E that has no resale or repurpose value.
- **Recover Energy:** Convert waste to clean energy, diverting from landfill anything that cannot be recycled.
- **Report:** ANEW can provide report, including documentation for use toward LEED Certification. (Various aspects of the Full Circle program, including donation and recycling, can earn the LEED material Resources, Construction Waste Management credits.)

Supplemental Information Section 7, Form 10:

- Knoll Sustainability

Product	Recycled Content (%)	Recyclability	Low VOC's
Dividends	- 36% Average Post-industrial recycled content - 9% Average Post-consumer recycled content	ABS, aluminum, fabric, fiberglass, laminate, particleboard, steel - Steel and aluminum components recyclable	Powder coating, water-based adhesives and UV-cured wood coating are virtually VOC-free
Reff	- 71% Average Post-industrial recycled content - 3% Average Post-consumer recycled content	ABS, aluminum, laminate, veneer, particleboard, steel - Steel and aluminum components recyclable	Water-based adhesives, water-based stains and UV-cured polyurethane topcoats are virtually VOC-free
k. stand	- 9% Average Post-Industrial recycled content - 19% Average Post-Consumer recycled content		
Antenna Workspaces	- 49% Average Post-industrial recycled content - 11% Average Post-consumer recycled content	ABS, aluminum, fabric, laminate, particleboard, steel - Steel and aluminum components recyclable	Adhesives and finishes are virtually VOC-free
KnollExtra	N/A		
k. task	- 56% Average Post-industrial recycled content - 7% Average Post-consumer recycled content		
Chadwick	- 22% Average Post-industrial recycled content - 12% Average Post-consumer recycled content	Aluminum, fabric, Nylon 6, Nylon 6.6 30% glass filled, steel - 42% recyclable ready, steel, aluminum, and plastic	Metal powder-coating processes 99% VOC free
MultiGeneration	- 9% Average Post-industrial recycled content - 9% Average Post-consumer recycled content	Nylon 9 and steel - Steel and nylon components recyclable, Recycled and recyclable content varies by model	Powder coating and adhesives are virtually VOC-free
KnollStudio Pilot	N/A		

Knoll Inc. Environmental Policy Statement

The North American operations of Knoll Inc. located in East Greenville, PA, Muskegon MI, Grand Rapids MI and Toronto ON Canada ("Knoll") pioneer products that inspire, evolve and endure. Our environmental & sustainability standards inform our product development activities and shape the processes at all Knoll facilities listed above. We are committed to empowering Associates in leading "WORLD CLASS" policies and practices designed to protect the biosphere, conserve natural resources and reduce waste. To that end, it is our policy to manufacture well designed furniture, textiles and office accessories in the most environmentally responsible way. The success of our policy is based on a holistic understanding of how people live, work and interact with the environment.

By design, we thoroughly evaluate the environmental impact of all of our projects and take a proactive approach to environmental issues at our facilities and in our communities.

Knoll's Environmental Policy Goals:

Sustainable Use of Natural Resources

- ▶ Protect and enhance the environment through the prevention of pollution and the preservation of natural resources

Waste Reduction & Protection of the Biosphere

- ▶ Eliminate or minimize a negative impact resulting from waste, emissions to air, land or water

Risk Reduction

- ▶ Manage all of our activities in a manner that meets or exceeds all applicable federal, state, provincial and local environmental regulations & requirements, sustainability practices and other requirements to which Knoll subscribes

Measurable Continuous Improvement

- ▶ Establish and maintain leading environmental metrics, objectives and targets

Associate Engagement & Informing the Public

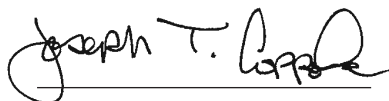
- ▶ Actively engage all Associates, other relevant stakeholders and partners to drive Knoll's environmental values
- ▶ Raise awareness, encourage participation and train Associates in environmental matters and develop the skills & abilities necessary to perform all tasks that support this policy
- ▶ Knoll's Environmental Policy Statement is communicated to all Knoll Associates, other relevant parties and is available to the public via the Knoll website.

At least once per year, Knoll will review all aspects of our operations, policy and progress towards objectives and targets, which are set for continuous improvement in our Environmental Management System.

It is Knoll's expectation that all Knoll Associates, contractors, subcontractors and their workers meet or exceed the environmental requirements of this policy.



Andrew Cogan CEO, Knoll Inc.



Joseph Coppola COO, Knoll, Inc.



Scott Morris, VP EHS, Knoll, Inc.
EMS Management Representative

For more than a quarter century, Knoll has acted on our commitment to sustainability in the design and manufacture of our furniture products for the workplace. Our standards are mandated by a comprehensive Environmental, Health and Safety Plan and are defined by eight principles: protection of the biosphere; sustainable use of natural resources; waste reduction and disposal; conservation; risk reduction; safe products and services; environmental restoration; and informing the public.

Our principle environmental sustainable focus areas (detailed below) are Climate Change; Environmentally Responsible Materials, Products and Manufacturing Processes; and Third-Party Certification.

Climate Change

Knoll continuously works to discover and adapt meaningful approaches to conserve energy, promote the use of renewable energy sources and divert waste from landfill. Initiatives to meet these goals include:

- **Our comprehensive energy management program:** Knoll has invested significantly in energy efficiency initiatives and infrastructure. This investment has yielded efficiencies several areas of Knoll's operations, including the use of non-fossil fuels, energy conservation, energy recovery, and transportation energy reduction; to name a few.
A system for identifying manufacturing processes that save energy: Knoll uses lifecycle assessment (LCA) methodology to aid in the selection of materials for product design. LCA provides data on energy embodied in materials during extraction and in processing and transporting, and CO₂ released into the atmosphere at end of life. Identifying the energy costs associated with material choices helps us make decisions early in the design process that can maximize the sustainable attributes of the final product.
- **Increasingly stringent reporting requirements:** We were the first company in our industry to have made and met legally binding targets for greenhouse gas emissions reduction through our membership with the Chicago Climate Exchange (CCX). Today, we report to the Carbon Disclosure Project, an independent not-for-profit organization with more than 3,000 member companies in more than 60 countries, working to drive greenhouse gas emissions reduction and sustainable water use by businesses and cities. Based on production ratios of pounds of CO₂ per product manufactured, Knoll realized a reduction of 733 tons CO₂ emission at its US production facilities in 2013.
- **Significant progress toward our goal of becoming a zero waste company:** In 2013, Knoll US facilities on average recycled 93% of the total normalized waste generated at its facilities and sent wood scrap and non-PVC plastics that could not be readily recycled to regulated and permitted Energy from Waste (EfW) facilities. The amount of sawdust and wood reduced by Knoll East Greenville and diverted from landfill to EfW was 3910 tons in 2013. The Grand Rapids facility diverted virtually 100% of its non-recyclable waste from landfill to an EfW facility.

Third-Party Certification

Knoll pursues certification by independent, respected third parties because it provides the most impartial, transparent and widely accepted foundation for broad compliance. Knoll products and processes are certified by the following organizations:

- **USGBC (U.S. Green Building Council) — LEED (Leadership in Environmental Design)** — The accepted benchmark in North America for the design, construction and operation of high performance green buildings. LEED gives building owners and operators the tools they need to have an immediate and measurable impact on their buildings' performance.
- **FSC (Forest Stewardship Council)** — FSC® is the international standard setting body for defining and measuring a well-managed forest and providing traceability through chain-of-custody certification. Knoll FSC® certification ensures that Knoll products bearing the FSC® mark are manufactured with wood from forests that protect environmental, social and economic values. Today, Knoll provides FSC® Certified Wood as Standard for over 95% of the Wood in Systems and Tables Manufactured at Knoll Facilities.
- **UL GREENGUARD™** — The gold standard for identifying products that meet stringent testing criteria and have no adverse impact on indoor air quality.
- **SMaRT® (Sustainable Materials Rating Technology) from MTS (Market Transformation to Sustainability)** — Unlike McDonough Braungart Design Chemistry's (MBDC) Cradle to Cradle Certification, SMaRT® is a transparent, quantified sustainable product standard that measures a product's environmental benefits throughout the global supply chain, from raw materials to end-of-life.

Level™ 3 Certified Products

- *Antenna Workspaces*
- *AutoStrada*
- *Calibre Files and Storage*
- *Chadwick*
- *Currents*
- *Dividends Horizon*
- *Essentials Work Chairs*
- *Generation by Knoll*
- *Graham Collection*
- *Life*
- *Moment*
- *Morrison*
- *MultiGeneration by Knoll*
- *Reff Profiles*
- *Reff Wood Casegoods*
- *ReGeneration by Knoll*
- *RPM*
- *Sapper*
- *Series 2 Files and Storage*
- *Template*
- *Upstart*

Knoll SMaRT® Certifications

- *Life*.....2007 Gold
- *Chadwick*.....2008 Gold
- *Template*.....2009 Gold
- *Moment*.....2009 Gold
- *Calibre*.....2009 Gold
- *MultiGeneration by Knoll*.....2011 Gold
- *Generation by Knoll*.....2009 Platinum
- *ReGeneration by Knoll*.....2012 Platinum

- **level™ Certification: a BIFMA (Business and Institutional Furniture Manufacturer's Association) program certified by Scientific Certification Systems (SCS)** — A voluntary product standard developed by BIFMA to support safe, healthy and sustainable workplace environments.
- **ISO 14001 (International Organization for Standardization)**
- **OSHA (Occupational Safety and Health Administration)**

Environmentally Responsible Materials, Products and Manufacturing Processes

Knoll is committed to developing environmentally responsible materials, products and manufacturing processes as part of our ongoing efforts to protect the biosphere, conserve natural resources and reduce waste.

- All new products are designed and developed in compliance with stringent Design for the Environment Guidelines.
- We partner with outside experts to research new materials and technologies that eliminate toxic emissions, reduce energy use, are derived from renewable sources, contain and apply recycled content and are recyclable.
- We have policies in place to ensure that renewable resources are grown and harvested in socially and environmentally responsible ways.
- We submit our products for third-party certification to verify their sustainability.

Knoll LEED® Certifications

Lubin Manufacturing Facility

East Greenville, PA.....Gold (EB)

Showrooms

Boston, MA.....Platinum (CI)

San Francisco, CA.....Silver (CI)

Philadelphia, PA.....Silver (CI)

Miami, FL.....Silver (CI)

Atlanta, GA.....Gold (CI)

Chicago, IL (Sales Area).....Gold (CI)

Washington, D.C.....Gold (CI)

Dallas, TX.....Gold (CI)

Phoenix, AZ.....Gold (CI)

Seattle, WA.....Gold (CI)

Toronto, ON.....Platinum (CI)

Sustainability Overview

Antenna™ Workspaces

A natural extension of the Knoll commitment to protect the biosphere, conserve natural resources and reduce waste, Antenna Workspaces is environmentally responsible in manufacturing process and materials.

Antenna Workspaces contains no PVC and no fiberglass, and is manufactured with FSC-certified components. Antenna is Level 3 certified by ANSI/BIFMA, and is GreenGuard Children and Schools Indoor Air Quality Certified. Material content for a complete, average Antenna Workspaces workstation is 13.13% post-consumer recycled content, and 47.7% post-industrial recycled content.

Antenna™, LEED®, Living Building Challenge and WELL™ Certifications

Knoll, Inc. is aligned with the U.S. Green Building Council and the Canadian Green Building Council and can help organizations achieve the Leadership in Energy and Environmental Design (LEED) workplace certification. Our products can also help clients comply with the International Living Future Institute to achieve Living Building Challenge Certification, and with the International WELL Building Institute to attain WELL Building Certification.



Features:

VOC-Free Finishes

Water-based woodstains and UV-cured polyurethane wood top coats are virtually VOC-free.

PVC-Free

Antenna laminate top edgeband material is PVC-free ABS.

Fiberglass-Free

Antenna fabric screens utilize PET tackable material with 25% pre-consumer recycled content.

Recycled Fabric

Antenna screens are available with 100% recycled content fabric.

FSC-Certified

Most wood components are standard with FSC-certified (FSC® C028824) materials.

Recycled Steel

Antenna legs and rails have 30-45% recycled steel content.

Recovered Particleboard

Antenna tops and fabric screens have FSC certified, 100% recovered particleboard cores.

VOC-Free Adhesives

Water-based adhesives used to adhere laminate and veneer to substrate are 99% VOC-free.

Recycled Aluminum

Cradles that connect legs and rails have 44% recycled content cast aluminum.

Sustainability Overview

Dividends Horizon™

Dividends Horizon extends the Dividends portfolio of workplace solutions with new planning opportunities for the individual workstation, focusing on new materials and furniture that evolve the office landscape with a layered approach to furniture design.

Focusing on exceptionally light and transparent materials and practical personalized storage solutions, Dividends Horizon creates rich spatial environments for the contemporary workspace.

Designed by Jeffrey Bennett, Nicholas Dodziuk and David Noel.

Dividends Horizon and LEED®

Knoll is aligned with the U.S. Green Building Council and can help companies, healthcare organizations and educational institutions achieve Leadership in Energy and Environmental Design (LEED®) workplace certification.

Dividends Horizon and GREENGUARD®

Dividends Horizon is GREENGUARD Indoor Air Quality Certified® and can contribute to LEED® certification.

Dividends Horizon and FSC

The wood material used to construct Dividends Horizon is FSC chain-of-custody-certified when using laminate or North American veneer surfaces.



Sustainability Overview

Reff Profiles™

Reff Profiles, LEED®, Living Building Challenge and WELL™ Certifications

Knoll, Inc. is aligned with the U.S. Green Building Council and the Canadian Green Building Council and can help organizations achieve the Leadership in Energy and Environmental Design (LEED) workplace certification. Our products can also help clients comply with the International Living Future Institute to achieve Living Building Challenge Certification, and with the International WELL Building Institute to attain WELL Building Certification.

Reff Profiles and GREENGUARD®

Reff Profiles is GREENGUARD® Indoor Air Quality Certified and can contribute to LEED® certification.

Reff Profiles and FSC

The wood material used to construct Reff Profiles is FSC chain-of-custody-certified when using laminate or North American veneer surfaces. Knoll FSC certification (FSC® C028824) ensures that Knoll products bearing the FSC mark are manufactured with wood from forests that protect environmental, social and economic values.



Features:

VOC-Free Finishes

Water-based and virtually VOC-free, Reff finishes deliver UV cured polyurethane with unparalleled transparency.

Recycled Fabric

Panels are available in 100% recycled content fabric.

FSC-Certified

Most wood components are standard with FSC-certified (FSC® C028824) materials.

Recycled Metals

Reff Profiles uses up to 25% recycled content steel and aluminum.

Techwood Veneers

Reff Profiles Techwood veneers are based on a reconstituted veneer made from wood grown in well-managed forests, providing substantially greater yield than natural wood veneers.

Recovered Particleboard

Reff Profiles uses 100% recycled content particleboard.

VOC-Free Adhesives

Water-based adhesives used to adhere laminate and veneer to substrate are 99% VOC-free.

High Efficiency/Low Mercury Task Light

Knoll Office system task lighting is energy-efficient, improves color rendering and reduces mercury waste emissions.

GREENGUARD®

Reff Profiles is GREENGUARD® Indoor Air Quality Certified.

Landfill Free

Reff Profiles is manufactured at landfill free facilities located in Toronto and East Greenville.

Reff Profiles and BIFMA

Reff Profiles is BIFMA level™ 3 certified.

Reff Profiles, LCA and EPD

Reff Profiles has a completed LCA and 3rd party certified EPD

Sustainability Overview

Chadwick™

Don Chadwick created a chair that embodies the best of his thinking with the finest principles of Knoll design. Its innovative design and engineering make it easy to assemble, simple to use, durable and stylish. Its efficient use of materials, parts and labor is also environmentally smart.

Designed with its life cycle in mind, Chadwick comes with a 12 year, 7 days a week, multishift use warranty. It is designed for ease of disassembly so that parts can be removed and replaced.

Designed by Don Chadwick for Knoll.

Manufacturing

Chadwick is manufactured in our LEED® Gold and ISO 14001 Certified Lubin Manufacturing Facility using clean technology:

- ▶ No ozone-destroying chlorofluorocarbons (CFCs)
- ▶ Metal powder-coating processes 99% VOC free
- ▶ Returnable packaging is used for chair component parts
- ▶ 100% of electricity used at site is offset by wind energy

Chadwick and SMarT®

Rated Sustainable Gold by the SMarT® Sustainable Product Standard, Chadwick was the second product in the furniture industry to be SMarT® certified. SMarT® is a comprehensive, transparent, sustainable product standard that measures a product's environmental, economic and social benefits over its life cycle and throughout its global supply chain, from raw materials extraction through reclamation or re-use.

Chadwick and GREENGUARD®

Chadwick is GREENGUARD Indoor Air Quality Certified® and GREENGUARD for Children and Schools™ certified.

Chadwick and LEED®

Chadwick can contribute to achieving LEED® credits for Commercial Interiors, New Construction and Existing Buildings. (See reverse.)

Efficient Use of Materials

Constructed using minimal materials

Recycled Content

Constructed with 35% recycled materials

Structural Components

Integrally colored polymer parts and cast, burnished aluminum parts require no coating

SMarT®

SMarT® Sustainable Gold Certified

GREENGUARD®

GREENGUARD Indoor Air Quality Certified® and GREENGUARD for Children and Schools™ Certified

Chadwick Fabric

Designed to be cleaned with low environmental impact fluids, including GS-37 certified products

Recyclable Content

42% of parts are readily recyclable



Sustainability Overview

MultiGeneration by Knoll®

MultiGeneration by Knoll encourages collaboration, with a responsive, open design. With its lightweight, inventive use of materials to deliver performance, MultiGeneration is sustainably designed.

MultiGeneration is warranted for 24-hour, 7 days a week, multi shift use for 12 years. See the Knoll Selling Policy for further details.

Designed by Formway Design for Knoll

sithowyouwant.com

Manufacturing

Assembled in our LEED® Gold and ISO 14001 Certified Lubin Manufacturing Facility using clean technologies:

- ▶ No ozone-destroying chlorofluorocarbons (CFCs)
- ▶ Hot melt adhesive process is 99% VOC-free
- ▶ Metal powder-coating process is 99% VOC-free
- ▶ Chrome processes meet Knoll Design for the Environment, SMaRT® Safe for Public Health and Environment and BIFMA level™ 3 requirements
- ▶ Returnable packaging is used for chair component parts
- ▶ 100% of electricity used at the site is offset by wind energy

MultiGeneration and SMaRT®

Rated Sustainable Gold by the SMaRT® Sustainable Product Standard. SMaRT® is a comprehensive, transparent sustainable product standard that measures a product's environmental, economic and social benefits over its life cycle and throughout its global supply chain, from raw materials extraction through reclamation or re-use.

MultiGeneration and level™

MultiGeneration is BIFMA level™ 3 certified. BIFMA has established level™ as a common framework against which to evaluate the environmental and social responsibility of a variety of products.

MultiGeneration and GREENGUARD®

MultiGeneration is GREENGUARD Indoor Air Quality Certified® and GREENGUARD Children Schools™ certified.

MultiGeneration and LEED®

MultiGeneration can contribute to achieving LEED® credits for Commercial Interiors, New Construction and Existing Buildings.



ENVIRONMENTAL PRODUCT DECLARATION

ANTENNA WORKSPACES®

OPEN PLAN WORKSTATION



Shown above: Antenna Workspaces® desking system with white laminate and white painted legs. ReGeneration and MultiGeneration chairs used for seating with mobile pedestals. Glass screens are used for dividers with Sapper monitor arms.

Disclaimer: This EPD was not written to support comparative assertions. EPDs based on different PCRs or different calculation models may not be comparable. When attempting to compare EPDs or life cycle impacts of products from different companies, the user should be aware of the uncertainty in the final results due to and not limited to the practitioner's assumptions, the source of the data used in the study, and the software tool used to conduct the study.

Knoll

For more than a century, Knoll has acted on a commitment to sustainability in the design and manufacture of products for the workplace. This commitment has allowed us to differentiate our approach, processes, and products in the marketplace in several key areas.

Knoll has chosen to complete Environmental Product Declarations for all products to show the environmental impact of Knoll furniture. This EPD will help Knoll and our customers achieve their sustainability goals.

For details about Antenna Workspaces® and its offerings, visit www.knoll.com.

This EPD does not cover information on Horsepower, Interpole, or Simple Tables.



ENVIRONMENTAL PRODUCT DECLARATION



Knoll

Antenna Workspaces®
Open plan workstation

According to ISO 14025 and ISO 21930:2007



This declaration is an environmental product declaration (EPD) in accordance with ISO 14025. EPDs rely on Life Cycle Assessment (LCA) to provide information on a number of environmental impacts of products over their life cycle. Exclusions: EPDs do not indicate that any environmental or social performance benchmarks are met, and there may be impacts that they do not encompass. LCAs do not typically address the site-specific environmental impacts of raw material extraction, nor are they meant to assess human health toxicity. EPDs can complement but cannot replace tools and certifications that are designed to address these impacts and/or set performance thresholds – e.g. Type 1 certifications, health assessments and declarations, environmental impact assessments, etc. Accuracy of Results: EPDs regularly rely on estimations of impacts, and the level of accuracy in estimation of effect differs for any particular product line and reported impact. Comparability: EPDs are not comparative assertions and are either not comparable or have limited comparability when they cover different life cycle stages, are based on different product category rules or are missing relevant environmental impacts. EPDs from different programs may not be comparable.

PROGRAM OPERATOR	UL Environment
DECLARATION HOLDER	Knoll
DECLARATION NUMBER	4787683822.105.1
DECLARED PRODUCT	Antenna Workspaces® Open Plan Workstation
REFERENCE PCR	NSF International-BIFMA PCR for Office Furniture Workspace Products: UNCPC 3814
DATE OF ISSUE	December 13, 2017
PERIOD OF VALIDITY	5 Years
CONTENTS OF THE DECLARATION	Product definition and information about building physics Information about basic material and the material's origin Description of the product's manufacture Indication of product processing Information about the in-use conditions Life cycle assessment results Testing results and verifications
The PCR review was conducted by:	PCR Review Panel Chair: Thomas P. Gloria ncss@nsf.org
This declaration was independently verified in accordance with ISO 14025 by Underwriters Laboratories <input type="checkbox"/> INTERNAL <input checked="" type="checkbox"/> EXTERNAL	 Wade Stout, UL Environment
This life cycle assessment was independently verified in accordance with ISO 14044 and the reference PCR by:	 Thomas Gloria, Industrial Ecology Consultants

This EPD conforms with ISO 21930:2007

ENVIRONMENTAL PRODUCT DECLARATION



Antenna Workspaces®
Open plan workstation

According to ISO 14025

Product Definition

Reference Product Description

Linked back-to-back and sharing legs, Antenna Workspaces tables come together to form the big table — an adaptable collaborative work setting for open plan environments, touch-down spaces and meeting areas. The compact center beam supports screens, cantilever shelves, storage cabinets, power components and monitor arms, transforming a meeting table into a cluster of individual work stations. Return surfaces can be attached at any point, and extended rails support extension tops or storage cabinets.

Table 1: Reference product attributes

Attribute	Value
Product category	Desking
Occupants supported by reference product	1
Physical floor space area	6.5 m ²
Worksurface area	5.6 m ²
Product mass per 1 m ² of work space area	72.6 kg/m ²
Volume of storage	.38 m ³
Post-industrial recycled content	75 %
Post-consumer recycled content	6 %
Additional features of reference product	Four linked desks with pedestal storage for each desk.

Functional Unit

The functional unit is one square meter (1m²) of workspace for a period of 10 years. As Antenna Workspaces has an expected service life of over 10 years, one product is needed to fulfill the functional unit. The analysis was conducted for an Antenna open plan desking system with veneer finish, chosen based on a typical rendering of the office system.

Materials Composition

The material composition of the declared Antenna Workspaces configuration is given in Table 2.

Table 2: Product materials composition

Material	% by mass	kg per m ² floor space	kg per workstation
ABS	0.936	0.679	4.42
Aluminum	3.15	2.29	14.9
Fabric	0.784	0.569	3.7
Laminate	1.86	1.35	8.78
Particleboard	72.4	52.6	342
Steel	20.8	15.1	98.4



ENVIRONMENTAL PRODUCT DECLARATION

Knoll

Antenna Workspaces®
Open plan workstation

According to ISO 14025

Total	100%	72.6	472.2
--------------	-------------	-------------	--------------

Life Cycle Stages

The life cycle stages are summarized in the flow diagram shown in the figure below. A cradle-to-grave analysis was conducted for this EPD.



Figure 1: Cradle-to-grave life cycle stages

- Materials acquisition and pre-processing starts when the material is extracted from nature and ends when the material in component form reaches the gate of the production facility or service delivery operation. As such, it includes transportation between upstream suppliers and Knoll's production facility.
- The production stage is a gate-to-gate stage that starts with the product components entering the production facility and ends with the final product, packaged for shipment, leaving the facility. This stage includes manufacturing processes that take place at Knoll, along with the production of packaging materials.
- Product distribution and storage are included in the next stage, along with product use and maintenance. This stage can include multiple legs of distribution and storage. The use stage begins when the consumer takes possession of the product, and includes assembly, installation, repair, and maintenance as appropriate. For products with electrical components, use stage electricity consumption is also considered.
- The end-of-life stage starts when the product is ready for disposal and ends when the product is landfilled, returned to nature, or transformed to be recycled or reused. This stage includes transportation of the used product to treatment or recycling facilities and emissions associated with disposal.

Life Cycle Assessment Results

Life Cycle Inventory Data

Life cycle inventory results per functional unit (i.e., 1m² of floorspace) are shown in Table 3.

Table 3: Life cycle inventory data per functional unit

Inventory metric	Units	Total
Net fresh water usage	kg	1,084
Primary energy demand, total	MJ	6,313
Primary energy demand, renewable	MJ	1,868
Primary energy demand, non-renewable	MJ	4,445

Environment



ENVIRONMENTAL PRODUCT DECLARATION



Antenna Workspaces®
Open plan workstation

According to ISO 14025

Impact Assessment Categories

Impact assessment results in Table 4 are calculated using the TRACI 2.1 methodology (Bare, 2012) and characterization factors as published in the IPCC (Intergovernmental Panel on Climate Change) fifth assessment report (Intergovernmental Panel on Climate Change, 2013) excl. biogenic CO₂.

Table 4: Life cycle impact assessment categories

Impact category	Units	Materials acquisition	Production	Distribution & use	End-of-life	Total
Impact assessment method: IPCC AR5						
Global warming potential – 100 yr.	kg CO ₂ eq.	96.8	173	13.21	83.5	367
Global warming potential – 20 yr.	kg CO ₂ eq.	111	194	24.58	242	572
Impact assessment method: TRACI 2.1						
Acidification potential	kg SO ₂ eq.	0.584	0.304	0.0415	0.0943	1.02
Eutrophication potential	kg N eq.	0.0346	0.0171	0.003585	0.0311	0.0863
Ozone depletion	kg CFC-11 eq.	8.23E-007	8.1E-008	6.748E-011	1.31E-011	9.04E-007
Photochemical ozone creation potential	kg O ₃ eq.	6.24	4.27	.938	0.691	12.1

Additional Environmental Information



Knoll has taken many steps to prove its commitment to environmental stewardship through third party certifications. In 2009, Knoll established Forest Stewardship Council (FSC®) certified wood as the standard for open plan office systems, casegoods, and tables. Certified office systems are provided at no surcharge and at standard lead times. Knoll is FSC certified by the Rainforest Alliance.



Knoll also takes human health and toxicity concerns very seriously. Using BIFMA Level certification, Knoll looks at materials, material ingredients and potential toxicity. By doing this, Knoll has been able to achieve level 3 for most its office furniture product offerings. Material transparency is key, as it enables Knoll look for less hazardous alternative materials at the products' simplest components. Promoting clean materials allows Knoll furniture to be certified to UL Environment GREENGUARD and GREENGUARD Gold. All KnollOffice systems furniture is GREENGUARD certified.



Furthering certification efforts, Knoll is also ISO 14001 and ISO 9001 certified. Having an environmental and quality management system allows Knoll to create goals and surpass expectations. Knoll's environmental goals focus primarily on air, water, and waste. Knoll has been able to reduce waste to landfill at three of its four sites to become zero waste to landfill, with the fourth being over 90% landfill free. Knoll has also made contributions to greenhouse gas emissions reduction through individual site efforts and modifications.



At the end of life, Knoll believes in helping its customers avoid landfill when decommissioning furniture or surplus assets from a space. Working with ANEW, Knoll is able to dedicate extending the life cycle of surplus furniture by donating, relocating, or sourcing a waste-to-energy facility.



ENVIRONMENTAL PRODUCT DECLARATION



Antenna Workspaces®
Open plan workstation

According to ISO 14025

References

- Bare, J. (2012). Tool for the Reduction and Assessment of Chemical and other Environmental Impacts - TRACI v2.1 - User's Manual. Washington, DC: U.S. EPA.
- Intergovernmental Panel on Climate Change. (2013). IPCC Fifth Assessment Report.
- ISO. (2006). ISO 14044: Environmental management - Life cycle assessment - Requirements and guidelines.
- ISO. (2009). ISO 14040: Environmental management - Life cycle assessment - principles and frameworks.
- ISO. (2011). ISO 14025: Environmental labels and declarations - Type III environmental declarations - principles and procedures.
- NSF International. (2015). BIFMA PCR for Office Furniture Workspace Products: UNCPC 3814.
- thinkstep. (2017). Office Furniture Workspace Products - Background LCA Report in Support of Environmental Product Declarations (EPD) - On behalf of Knoll. Boston: thinkstep Inc.

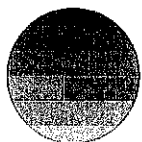
Contact Information

Study Commissioner



Knoll
1235 Water Street
East Greenville, PA 18041
(215) 679-7991
sustainability@knoll.com
<http://www.knoll.com>

LCA Practitioner



thinkstep

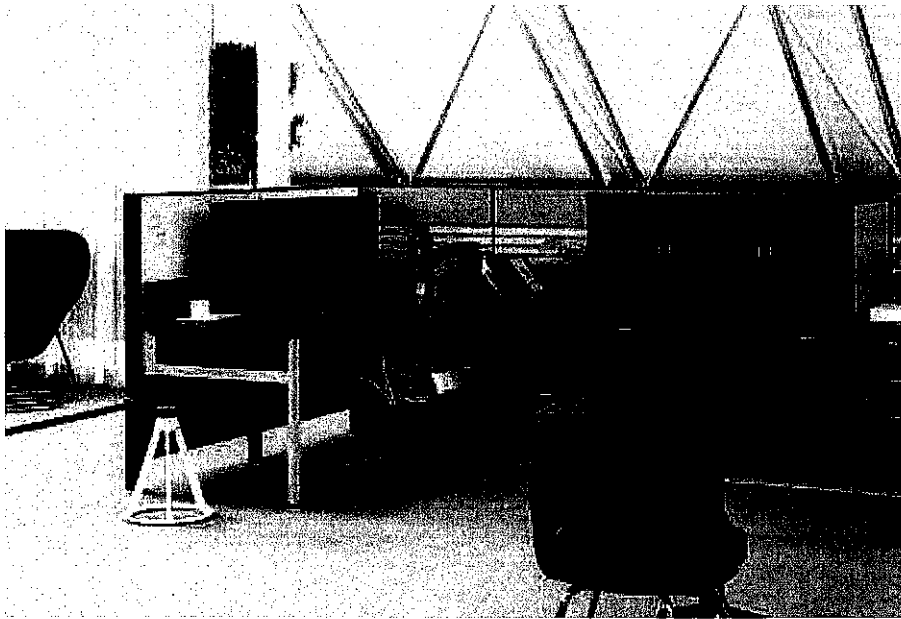
thinkstep, Inc.
170 Milk St, 3rd floor
Boston, MA 02109
+1 (617) 247-4477
info@thinkstep.com
<http://www.thinkstep.com>



ENVIRONMENTAL PRODUCT DECLARATION

DIVIDENDS HORIZON®

OPEN PLAN WORKSTATION



Shown above: Dividends Horizon with light cherry laminate and Series 2 storage. A Piton stool with white powder coat and Life ergonomic seating. Saarinen Executive Armless chair and Dividends side table for collaboration.

Knoll

For more than a century, Knoll has acted on a commitment to sustainability in the design and manufacture of products for the workplace. This commitment has allowed us to differentiate our approach, processes, and products in the marketplace in several key areas.

Knoll has chosen to complete Environmental Product Declarations for all products to show the environmental impact of Knoll furniture. This EPD will help Knoll and our customers achieve their sustainability goals.

For details about Dividends Horizon® and its offerings, visit www.knoll.com.



Disclaimer: This EPD was not written to support comparative assertions. EPDs based on different PCRs or different calculation models may not be comparable. When attempting to compare EPDs or life cycle impacts of products from different companies, the user should be aware of the uncertainty in the final results due to and not limited to the practitioner's assumptions, the source of the data used in the study, and the software tool used to conduct the study.

ENVIRONMENTAL PRODUCT DECLARATION



Knoll

Dividends Horizon®
Open plan workstation

According to ISO 14025 and ISO 21930:2007



This declaration is an environmental product declaration (EPD) in accordance with ISO 14025. EPDs rely on Life Cycle Assessment (LCA) to provide information on a number of environmental impacts of products over their life cycle. Exclusions: EPDs do not indicate that any environmental or social performance benchmarks are met, and there may be impacts that they do not encompass. LCAs do not typically address the site-specific environmental impacts of raw material extraction, nor are they meant to assess human health toxicity. EPDs can complement but cannot replace tools and certifications that are designed to address these impacts and/or set performance thresholds – e.g. Type 1 certifications, health assessments and declarations, environmental impact assessments, etc. Accuracy of Results: EPDs regularly rely on estimations of impacts, and the level of accuracy in estimation of effect differs for any particular product line and reported impact. Comparability: EPDs are not comparative assertions and are either not comparable or have limited comparability when they cover different life cycle stages, are based on different product category rules or are missing relevant environmental impacts. EPDs from different programs may not be comparable.

PROGRAM OPERATOR	UL Environment
DECLARATION HOLDER	Knoll
DECLARATION NUMBER	4787683822.109.1
DECLARED PRODUCT	Dividends Horizon® Open Plan Workstation
REFERENCE PCR	NSF International-BIFMA PCR for Office Furniture Workspace Products: UNCPC 3814
DATE OF ISSUE	December 14, 2017
PERIOD OF VALIDITY	5 Years
CONTENTS OF THE DECLARATION	Product definition and information about building physics Information about basic material and the material's origin Description of the product's manufacture Indication of product processing Information about the in-use conditions Life cycle assessment results Testing results and verifications
The PCR review was conducted by:	PCR Review Panel Chair: Thomas P. Gloria ncss@nsf.org
This declaration was independently verified in accordance with ISO 14025 by Underwriters Laboratories <input type="checkbox"/> INTERNAL <input checked="" type="checkbox"/> EXTERNAL	 Wade Stout, UL Environment
This life cycle assessment was independently verified in accordance with ISO 14044 and the reference PCR by:	 Thomas Gloria, Industrial Ecology Consultants

This EPD conforms with ISO 21930:2007

ENVIRONMENTAL PRODUCT DECLARATION



Dividends Horizon®
Open plan workstation

According to ISO 14025

Product Definition

Reference Product Description

Dividends Horizon has the versatility to provide thoughtful primary workspaces for focus work and concentration, inspiring Activity Spaces to encourage teamwork and collaboration, and distinctive private office and conference spaces to support organizational structure and large teams. A consistent aesthetic and a robust set of common components and finish options support the wide range of demands of a dynamic and evolving office design.

Table 1: Reference product attributes

Attribute	Value
Product category	Desking
Occupants supported by reference product	1
Physical floor space area	2.02 m ²
Worksurface area	1.81 m ²
Product mass per 1 m ² of work space area	79.8 kg/m ²
Volume of storage	.16 m ³
Post-industrial recycled content	25 %
Post-consumer recycled content	12 %
Additional features of reference product	L shaped workstation with panel walls and pedestal storage.

Functional Unit

The functional unit is one square meter (1m²) of workspace for a period of 10 years. As Dividends Horizon has an expected service life of over 10 years, one product is needed to fulfill the functional unit. The analysis was conducted for a Dividends Horizon cubicle desking system with laminate finish, chosen based on a typical rendering of the office system.

Materials Composition

The material composition of the declared Dividends Horizon configuration is given in Table 2.

Table 2: Product materials composition

Material	% by mass	kg per m ² floor space	kg per workstation
ABS	0.24	0.191	0.386
Aluminum	2.41	1.92	3.87
Fabric	0.658	0.525	1.06
Fiberglass	6.66	5.31	10.7
Laminate	1.66	1.32	2.67
Particleboard	21.6	17.2	34.7
Steel	66.8	53.3	107
Total	100%	79.8	160.4



ENVIRONMENTAL PRODUCT DECLARATION

Knoll

Dividends Horizon®
Open plan workstation

According to ISO 14025

Life Cycle Stages

The life cycle stages are summarized in the flow diagram shown in the figure below. A cradle-to-grave analysis was conducted for this EPD.



Figure 1: Cradle-to-grave life cycle stages

- Materials acquisition and pre-processing starts when the material is extracted from nature and ends when the material in component form reaches the gate of the production facility or service delivery operation. As such, it includes transportation between upstream suppliers and Knoll's production facility.
- The production stage is a gate-to-gate stage that starts with the product components entering the production facility and ends with the final product, packaged for shipment, leaving the facility. This stage includes manufacturing processes that take place at Knoll, along with the production of packaging materials.
- Product distribution and storage are included in the next stage, along with product use and maintenance. This stage can include multiple legs of distribution and storage. The use stage begins when the consumer takes possession of the product, and includes assembly, installation, repair, and maintenance as appropriate. For products with electrical components, use stage electricity consumption is also considered.
- The end-of-life stage starts when the product is ready for disposal and ends when the product is landfilled, returned to nature, or transformed to be recycled or reused. This stage includes transportation of the used product to treatment or recycling facilities and emissions associated with disposal.

Life Cycle Assessment Results

Life Cycle Inventory Data

Life cycle inventory results per functional unit (i.e., 1m² of floorspace) are shown in Table 3.

Table 3: Life cycle inventory data per functional unit

Inventory metric	Units	Total
Net fresh water usage	kg	1,724
Primary energy demand, total	MJ	7,993
Primary energy demand, renewable	MJ	1,194
Primary energy demand, non-renewable	MJ	6,799

ENVIRONMENTAL PRODUCT DECLARATION

Knoll

Dividends Horizon®
Open plan workstation

According to ISO 14025

Impact Assessment Categories

Impact assessment results in Table 4 are calculated using the TRACI 2.1 methodology (Bare, 2012) and characterization factors as published in the IPCC (Intergovernmental Panel on Climate Change) fifth assessment report (Intergovernmental Panel on Climate Change, 2013) excl. biogenic CO₂.

Table 4: Life cycle impact assessment categories

Impact category	Units	Materials acquisition	Production	Distribution & use	End-of-life	Total
Impact assessment method: IPCC AR5						
Global warming potential – 100 yr.	kg CO ₂ eq.	188	268	27.74	32.4	516
Global warming potential – 20 yr.	kg CO ₂ eq.	212	299	63.67	90.5	665
Impact assessment method: TRACI 2.1						
Acidification potential	kg SO ₂ eq.	0.707	0.503	0.05499	0.0405	1.31
Eutrophication potential	kg N eq.	0.0474	0.028	0.00517	0.0118	0.0924
Ozone depletion	kg CFC-11 eq.	1.33E-006	9.92E-008	8.393E-011	1.08E-011	1.43E-006
Photochemical ozone creation potential	kg O ₃ eq.	8.07	6.38	1.242	0.367	16.1

Additional Environmental Information



Knoll has taken many steps to prove its commitment to environmental stewardship through third party certifications. In 2009, Knoll established Forest Stewardship Council (FSC®) certified wood as the standard for open plan office systems, casegoods, and tables. Certified office systems are provided at no surcharge and at standard lead times. Knoll is FSC certified by the Rainforest Alliance.



Knoll also takes human health and toxicity concerns very seriously. Using BIFMA Level certification, Knoll looks at materials, material ingredients and potential toxicity. By doing this, Knoll has been able to achieve level 3 for most its office furniture product offerings. Material transparency is key, as it enables Knoll look for less hazardous alternative materials at the products' simplest components. Promoting clean materials allows Knoll furniture to be certified to UL Environment GREENGUARD and GREENGUARD Gold. All KnollOffice systems furniture is GREENGUARD certified.



Furthering certification efforts, Knoll is also ISO 14001 and ISO 9001 certified. Having an environmental and quality management system allows Knoll to create goals and surpass expectations. Knoll's environmental goals focus primarily on air, water, and waste. Knoll has been able to reduce waste to landfill at three of its four sites to become zero waste to landfill, with the fourth being over 90% landfill free. Knoll has also made contributions to greenhouse gas emissions reduction through individual site efforts and modifications.



At the end of life, Knoll believes in helping its customers avoid landfill when decommissioning furniture or surplus assets from a space. Working with ANEW, Knoll is able to dedicate extending the life cycle of surplus furniture by donating, relocating, or sourcing a waste-to-energy facility.

Environment



ENVIRONMENTAL PRODUCT DECLARATION



Dividends Horizon®
Open plan workstation

According to ISO 14025

References

Bare, J. (2012). Tool for the Reduction and Assessment of Chemical and other Environmental Impacts - TRACI v2.1 - User's Manual. Washington, DC: U.S. EPA.

Intergovernmental Panel on Climate Change. (2013). IPCC Fifth Assessment Report.

ISO. (2006). ISO 14044: Environmental management - Life cycle assessment - Requirements and guidelines.

ISO. (2009). ISO 14040: Environmental management - Life cycle assessment - principles and frameworks.

ISO. (2011). ISO 14025: Environmental labels and declarations - Type III environmental declarations - principles and procedures.

NSF International. (2015). BIFMA PCR for Office Furniture Workspace Products: UNCPC 3814.

thinkstep. (2017). Office Furniture Workspace Products - Background LCA Report in Support of Environmental Product Declarations (EPD) - On behalf of Knoll. Boston: thinkstep Inc.

Contact Information

Study Commissioner



Knoll
1235 Water Street
East Greenville, PA 18041
(215) 679-7991
sustainability@knoll.com
<http://www.knoll.com>

LCA Practitioner



thinkstep

thinkstep, Inc.
170 Milk St, 3rd floor
Boston, MA 02109
+1 (617) 247-4477
info@thinkstep.com
<http://www.thinkstep.com>



ENVIRONMENTAL PRODUCT DECLARATION

CHADWICK®

WORK CHAIR



Shown above: Chadwick work chair with high performance arm option, plastic base, and hard wheel casters. Manufactured in East Greenville, PA.

Disclaimer: This EPD was not written to support comparative assertions. EPDs based on different PCRs or different calculation models may not be comparable. When attempting to compare EPDs or life cycle impacts of products from different companies, the user should be aware of the uncertainty in the final results due to and not limited to the practitioner's assumptions, the source of the data used in the study, and the software tool used to conduct the study.

Knoll

For more than a century, Knoll has acted on a commitment to sustainability in the design and manufacture of products for the workplace. This commitment has allowed us to differentiate our approach, processes, and products in the marketplace in several key areas.

Knoll has chosen to complete Environmental Product Declarations for all products to show the environmental impact of Knoll furniture. This EPD will help Knoll and our customers achieve their sustainability goals.

For details about Chadwick® and its design options, visit www.knoll.com.



ENVIRONMENTAL PRODUCT DECLARATION

Knoll

Chadwick®
Work Chair

According to ISO 14025



This declaration is an environmental product declaration (EPD) in accordance with ISO 14025. EPDs rely on Life Cycle Assessment (LCA) to provide information on a number of environmental impacts of products over their life cycle. Exclusions: EPDs do not indicate that any environmental or social performance benchmarks are met, and there may be impacts that they do not encompass. LCAs do not typically address the site-specific environmental impacts of raw material extraction, nor are they meant to assess human health toxicity. EPDs can complement but cannot replace tools and certifications that are designed to address these impacts and/or set performance thresholds – e.g. Type 1 certifications, health assessments and declarations, environmental impact assessments, etc. Accuracy of Results: EPDs regularly rely on estimations of impacts, and the level of accuracy in estimation of effect differs for any particular product line and reported impact. Comparability: EPDs are not comparative assertions and are either not comparable or have limited comparability when they cover different life cycle stages, are based on different product category rules or are missing relevant environmental impacts. EPDs from different programs may not be comparable.

PROGRAM OPERATOR	UL Environment	
DECLARATION HOLDER	Knoll	
DECLARATION NUMBER	4788223868.102.1	
DECLARED PRODUCT	Chadwick® Work Chair	
REFERENCE PCR	NSF BIFMA PCR for Setting: UNCPC 3811-Version 3	
DATE OF ISSUE	August 9, 2018	
PERIOD OF VALIDITY	5 Years	
CONTENTS OF THE DECLARATION	Product definition and information about building physics Information about basic material and the material's origin Description of the product's manufacture Indication of product processing Information about the in-use conditions Life cycle assessment results Testing results and verifications	
The PCR review was conducted by:		PCR Review Panel NSF International ncss@nsf.org
This declaration was independently verified in accordance with ISO 14025 by Underwriters Laboratories <input type="checkbox"/> INTERNAL <input checked="" type="checkbox"/> EXTERNAL		 Grant R. Martin, UL Environment
This life cycle assessment was independently verified in accordance with ISO 14044 and the reference PCR by:		 Thomas P. Gloria, Industrial Ecology Consultants

ENVIRONMENTAL PRODUCT DECLARATION

Knoll

Chadwick®
Work Chair

According to ISO 14025

Product Definition

Reference Product Description

Responding to ergonomic research that challenges the idea that we only sit in a single forward-facing position, Generation is designed to support the range of postures and workstyles typical of today's workplace, allowing you to sit how you want. Table 1 shows key attributes of the declared reference product.

Table 1: Reference product attributes

Attribute	Value
Product category	Seating
Occupants supported by reference product	1
Product dimensions	W x H x D: 10.4 cm x 14.8 – 16.5 cm x 10.4 cm (26.5" x 37.5" – 42" x 26.5")
Product mass	16.8 kg (37 lbs.)
Post-consumer recycled content	4.74%
Additional features of reference product	Height adjustable arms; plastic base; hard wheel casters

Functional Unit

The functional unit is one unit of seating to seat one individual, maintained for a period of 10 years. As Chadwick® has an expected service life of over 10 years, one product is needed to fulfill the functional unit. The analysis was conducted for a Chadwick work chair with high-end specifications as described in Table 1.

Materials Composition

The material composition of the declared Chadwick work chair is given in Table 2.

Table 2: Product materials composition

Material	% by mass	kg. per chair	lbs. per chair
Aluminum	18.6	3.13	6.89
Fabric	1.92	0.322	0.71
Nylon 6	5.32	0.894	1.97
Nylon 6.6 30% glass filled	50.4	8.47	18.7
Steel	23.8	3.99	8.8

* Total % may not equal 100% due to rounding errors.

Environment



ENVIRONMENTAL PRODUCT DECLARATION

Knoll

Chadwick®
Work Chair

According to ISO 14025

Life Cycle Stages

The life cycle stages are summarized in the flow diagram shown in the figure below. A cradle-to-grave analysis was conducted for this EPD.



Figure 1: Cradle-to-grave life cycle stages

- Materials acquisition and pre-processing starts when the material is extracted from nature and ends when the material in component form reaches the gate of the production facility or service delivery operation. As such, it includes transportation between upstream suppliers and Knoll's production facility.
- The production stage is a gate-to-gate stage that starts with the product components entering the production facility and ends with the final product, packaged for shipment, leaving the facility. This stage includes manufacturing processes that take place at Knoll, along with the production of packaging materials.
- Product distribution and storage are included in the next stage, along with product use and maintenance. This stage can include multiple legs of distribution and storage. The use stage begins when the consumer takes possession of the product, and includes assembly, installation, repair, and maintenance as appropriate.
- The end-of-life stage starts when the product is ready for disposal and ends when the product is landfilled, returned to nature, or transformed to be recycled or reused. This stage includes transportation of the used product to treatment or recycling facilities and emissions associated with disposal.

Life Cycle Assessment Results

Life Cycle Inventory Data

Life cycle inventory results per functional unit (i.e., 1 chair) are shown in Table 3.

Table 3: Life cycle inventory data per functional unit

Inventory metric	Units	Total
Net fresh water usage*	kg	1,058
Primary energy demand, total	MJ	2,501
Primary energy demand, renewable	MJ	337
Primary energy demand, non-renewable	MJ	2,164

* Specified, per the PCR: Water usage from electricity generation is included.

ENVIRONMENTAL PRODUCT DECLARATION

Knoll

Chadwick®
Work Chair

According to ISO 14025

Impact Assessment Categories

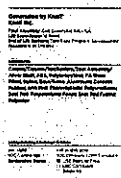
Impact assessment results in Table 4 are calculated using the TRACI 2.1 methodology (Bare, 2012).

Table 4: Life cycle impact assessment categories

Impact category	Units	Materials acquisition	Production	Distribution & use	End-of-life	Total
Global warming potential	kg CO ₂ eq.	129	15	2.06	0.929	147
Acidification potential	kg SO ₂ eq.	0.429	0.0353	0.0102	0.0033	0.478
Photochemical ozone creation potential	kg O ₃ eq.	5.55	0.428	0.23	0.0624	6.27
Eutrophication potential	kg N eq.	0.0251	0.00319	0.000839	0.00102	0.0301
Ozone depletion	kg CFC-11 eq.	-3.27E-008	6.26E-009	7.03E-014	2.08E-013	-2.64E008

Additional Environmental Information

Declare.



Knoll takes human health and toxicity concerns very seriously. Declare is the "nutrition label" for furniture. Material transparency is important to allow consumers to make an educated decision about the purchases they make. Knoll has taken a strong initiative to declare the material ingredients in its furniture. Material transparency is key, as it enables Knoll look for less hazardous alternative materials at the products' simplest components.



Using BIFMA Level certification, Knoll looks at material ingredients, the facility the product is produced in, and the organization as a whole. By doing this, Knoll has been able to achieve Level 3 for most its office furniture product offerings.



Promoting clean materials allows Knoll furniture to be certified to UL Environment GREENGUARD and GREENGUARD Gold. This certification measures the emissions of off gassing on specific products in an open plan and a private plan setting. All Knoll Office seating furniture is GREENGUARD Gold certified.



Furthering certification efforts, Knoll is also ISO 14001 and ISO 9001 certified. Having an environmental and quality management system allows Knoll to create goals and surpass expectations. Knoll's environmental goals focus primarily on air, water, and waste. Knoll has been able to reduce waste to landfill at three of its four manufacturing facilities to become landfill free, with the fourth being over 90% landfill free. Knoll has also made contributions to greenhouse gas emissions reduction through individual site efforts and modifications.



At the end of life, Knoll believes in helping its customers avoid landfill when decommissioning furniture or surplus assets from a space. Working with ANEW, Knoll is dedicated to extending the life cycle of surplus furniture by donating, relocating, or sourcing a waste-to-energy facility.

Environment



ENVIRONMENTAL PRODUCT DECLARATION

Knoll

Chadwick®
Work Chair

According to ISO 14025

References

Bare, J. (2012). *Tool for the Reduction and Assessment of Chemical and other Environmental Impacts - TRACI v2.1 - User's Manual*. Washington, DC: U.S. EPA.

ISO. (2006). ISO 14044: Environmental management - Life cycle assessment - Requirements and guidelines.

ISO. (2009). ISO 14040: Environmental management - Life cycle assessment - principles and frameworks.

ISO. (2011). ISO 14025: Environmental labels and declarations - Type III environmental declarations - principles and procedures.

NSF International. (2014). *BIFMA PCR for Seating: UNCPC 3811 - Version 3*.

thinkstep. (2018). *Seating Products - Background LCA Report in Support of Environmental Product Declarations (EPD)*.

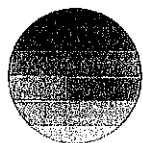
Contact Information

Study Commissioner

Knoll

Knoll
1235 Water Street
East Greenville, PA 18041
(215) 679-7991
sustainability@knoll.com
<http://www.knoll.com>

LCA Practitioner



thinkstep

thinkstep, Inc.
170 Milk St, 3rd floor
Boston, MA 02109
+1 (617) 247-4477
info@thinkstep.com
<http://www.thinkstep.com>

Environment



ENVIRONMENTAL PRODUCT DECLARATION

MULTIGENERATION BY KNOLL®

SIDE CHAIR



Shown above: MultiGeneration stackable side chair with fixed arm option.
Manufactured in East Greenville, PA.

Disclaimer: This EPD was not written to support comparative assertions. EPDs based on different PCRs or different calculation models may not be comparable. When attempting to compare EPDs or life cycle impacts of products from different companies, the user should be aware of the uncertainty in the final results due to and not limited to the practitioner's assumptions, the source of the data used in the study, and the software tool used to conduct the study.

Knoll

For more than a century, Knoll has acted on a commitment to sustainability in the design and manufacture of products for the workplace. This commitment has allowed us to differentiate our approach, processes, and products in the marketplace in several key areas.

Knoll has chosen to complete Environmental Product Declarations for all products to show the environmental impact of Knoll furniture. This EPD will help Knoll and our customers achieve their sustainability goals.

For details about MultiGeneration by Knoll® and its design options, visit www.knoll.com.



ENVIRONMENTAL PRODUCT DECLARATION

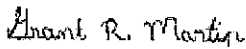

Knoll

MultiGeneration by Knoll®
Work Chair

According to ISO 14025



This declaration is an environmental product declaration (EPD) in accordance with ISO 14025. EPDs rely on Life Cycle Assessment (LCA) to provide information on a number of environmental impacts of products over their life cycle. Exclusions: EPDs do not indicate that any environmental or social performance benchmarks are met, and there may be impacts that they do not encompass. LCAs do not typically address the site-specific environmental impacts of raw material extraction, nor are they meant to assess human health toxicity. EPDs can complement but cannot replace tools and certifications that are designed to address these impacts and/or set performance thresholds – e.g. Type 1 certifications, health assessments and declarations, environmental impact assessments, etc. Accuracy of Results: EPDs regularly rely on estimations of impacts, and the level of accuracy in estimation of effect differs for any particular product line and reported impact. Comparability: EPDs are not comparative assertions and are either not comparable or have limited comparability when they cover different life cycle stages, are based on different product category rules or are missing relevant environmental impacts. EPDs from different programs may not be comparable.

PROGRAM OPERATOR	UL Environment
DECLARATION HOLDER	Knoll
DECLARATION NUMBER	4788223868.105.1
DECLARED PRODUCT	MultiGeneration by Knoll® Work Chair
REFERENCE PCR	NSF BIFMA PCR for Setting: UNCPC 3811-Version 3
DATE OF ISSUE	August 9, 2018
PERIOD OF VALIDITY	5 Years
CONTENTS OF THE DECLARATION	Product definition and information about building physics Information about basic material and the material's origin Description of the product's manufacture Indication of product processing Information about the in-use conditions Life cycle assessment results Testing results and verifications
The PCR review was conducted by:	PCR Review Panel
	NSF International
	ncss@nsf.org
This declaration was independently verified in accordance with ISO 14025 by Underwriters Laboratories <input type="checkbox"/> INTERNAL <input checked="" type="checkbox"/> EXTERNAL	 Grant R. Martin, UL Environment
	 Thomas P. Gloria, Industrial Ecology Consultants
This life cycle assessment was independently verified in accordance with ISO 14044 and the reference PCR by:	

ENVIRONMENTAL PRODUCT DECLARATION



MultiGeneration by Knoll®
Work Chair

According to ISO 14025

Product Definition

Reference Product Description

MultiGeneration by Knoll® encourages collaboration with a responsive, open design that supports multiple postures and a diversity of people in shared, team and large group environments. MultiGeneration encourages natural movement, allowing us to focus, interact and communicate more effectively. Table 1 shows key attributes of the declared reference product.

Table 1: Reference product attributes

Attribute	Value
Product category	Seating
Occupants supported by reference product	1
Product dimensions	W x H x D: 10 cm x 8.4 cm x 13.2 cm (25.6" x 21.4" x 33.6")
Product mass	8.53 kg (18.8 lbs.)
Post-consumer recycled content	9.35%
Additional features of reference product	Fixed Arms; no seat pad; stackable steel legs with powder coat paint.

Functional Unit

The functional unit is one unit of seating to seat one individual, maintained for a period of 10 years. As MultiGeneration by Knoll® has an expected service life of over 10 years, one product is needed to fulfill the functional unit. The analysis was conducted for a MultiGeneration work chair with high-end specifications as described in Table 1.

Materials Composition

The material composition of the declared MultiGeneration work chair is given in Table 2.

Table 2: Product materials composition

Material	% by mass	kg per chair	lbs per chair
Nylon 6	28.1	2.4	5.29
Steel	71.9	6.13	13.5

* Total % may not equal 100% due to rounding errors.



ENVIRONMENTAL PRODUCT DECLARATION

Knoll

MultiGeneration by Knoll®
Work Chair

According to ISO 14025

Life Cycle Stages

The life cycle stages are summarized in the flow diagram shown in the figure below. A cradle-to-grave analysis was conducted for this EPD.



Figure 1: Cradle-to-grave life cycle stages

- Materials acquisition and pre-processing starts when the material is extracted from nature and ends when the material in component form reaches the gate of the production facility or service delivery operation. As such, it includes transportation between upstream suppliers and Knoll's production facility.
- The production stage is a gate-to-gate stage that starts with the product components entering the production facility and ends with the final product, packaged for shipment, leaving the facility. This stage includes manufacturing processes that take place at Knoll, along with the production of packaging materials.
- Product distribution and storage are included in the next stage, along with product use and maintenance. This stage can include multiple legs of distribution and storage. The use stage begins when the consumer takes possession of the product, and includes assembly, installation, repair, and maintenance as appropriate.
- The end-of-life stage starts when the product is ready for disposal and ends when the product is landfilled, returned to nature, or transformed to be recycled or reused. This stage includes transportation of the used product to treatment or recycling facilities and emissions associated with disposal.

Life Cycle Assessment Results

Life Cycle Inventory Data

Life cycle inventory results per functional unit (i.e., 1 chair) are shown in Table 3.

Table 3: Life cycle inventory data per functional unit

Inventory metric	Units	Total
Net fresh water usage*	Kg	168
Primary energy demand, total	MJ	995
Primary energy demand, renewable	MJ	132
Primary energy demand, non-renewable	MJ	863

* Specified, per the PCR: Water usage from electricity generation is included.

ENVIRONMENTAL PRODUCT DECLARATION

Knoll

MultiGeneration by Knoll®
Work Chair

According to ISO 14025

Impact Assessment Categories

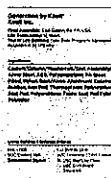
Impact assessment results in Table 4 are calculated using the TRACI 2.1 methodology (Bare, 2012).

Table 4: Life cycle impact assessment categories

Impact category	Units	Materials acquisition	Production	Distribution & use	End-of-life	Total
Global warming potential	kg CO ₂ eq.	41.5	15	1.24	0.318	58.1
Acidification potential	kg SO ₂ eq.	0.079	0.0353	0.00581	0.00132	0.121
Photochemical ozone creation potential	kg O ₃ eq.	1.36	0.428	0.131	0.0258	1.95
Eutrophication potential	kg N eq.	0.00549	0.00319	0.00049	0.00029	0.00946
Ozone depletion	kg CFC-11 eq.	-6.53E-008	6.26E-009	4.15E-014	6.33E-014	-5.9E-008

Additional Environmental Information

Declare.



Knoll takes human health and toxicity concerns very seriously. Declare is the "nutrition label" for furniture. Material transparency is important to allow consumers to make an educated decision about the purchases they make. Knoll has taken a strong initiative to declare the material ingredients in its furniture. Material transparency is key, as it enables Knoll look for less hazardous alternative materials at the products' simplest components.



Using BIFMA Level certification, Knoll looks at material ingredients, the facility the product is produced in, and the organization as a whole. By doing this, Knoll has been able to achieve Level 3 for most its office furniture product offerings.



Promoting clean materials allows Knoll furniture to be certified to UL Environment GREENGUARD and GREENGUARD Gold. This certification measures the emissions of off gassing on specific products in an open plan and a private plan setting. All Knoll Office seating furniture is GREENGUARD Gold certified.



Furthering certification efforts, Knoll is also ISO 14001 and ISO 9001 certified. Having an environmental and quality management system allows Knoll to create goals and surpass expectations. Knoll's environmental goals focus primarily on air, water, and waste. Knoll has been able to reduce waste to landfill at three of its four manufacturing facilities to become landfill free, with the fourth being over 90% landfill free. Knoll has also made contributions to greenhouse gas emissions reduction through individual site efforts and modifications.



At the end of life, Knoll believes in helping its customers avoid landfill when decommissioning furniture or surplus assets from a space. Working with ANEW, Knoll is dedicated to extending the life cycle of surplus furniture by donating, relocating, or sourcing a waste-to-energy facility.

Environment



ENVIRONMENTAL PRODUCT DECLARATION

Knoll

MultiGeneration by Knoll®
Work Chair

According to ISO 14025

References

- Bare, J. (2012). *Tool for the Reduction and Assessment of Chemical and other Environmental Impacts - TRACI v2.1 - User's Manual*. Washington, DC: U.S. EPA.
- ISO. (2006). ISO 14044: Environmental management - Life cycle assessment - Requirements and guidelines.
- ISO. (2009). ISO 14040: Environmental management - Life cycle assessment - principles and frameworks.
- ISO. (2011). ISO 14025: Environmental labels and declarations - Type III environmental declarations - principles and procedures.
- NSF International. (2014). *BIFMA PCR for Seating: UNCPC 3811 - Version 3*.
- thinkstep. (2018). *Seating Products - Background LCA Report in Support of Environmental Product Declarations (EPD)*.

Contact Information

Study Commissioner

Knoll

Knoll
1235 Water Street
East Greenville, PA 18041
(215) 679-7991
sustainability@knoll.com
<http://www.knoll.com>

LCA Practitioner



thinkstep

thinkstep, Inc.
170 Milk St, 3rd floor
Boston, MA 02109
+1 (617) 247-4477
info@thinkstep.com
<http://www.thinkstep.com>

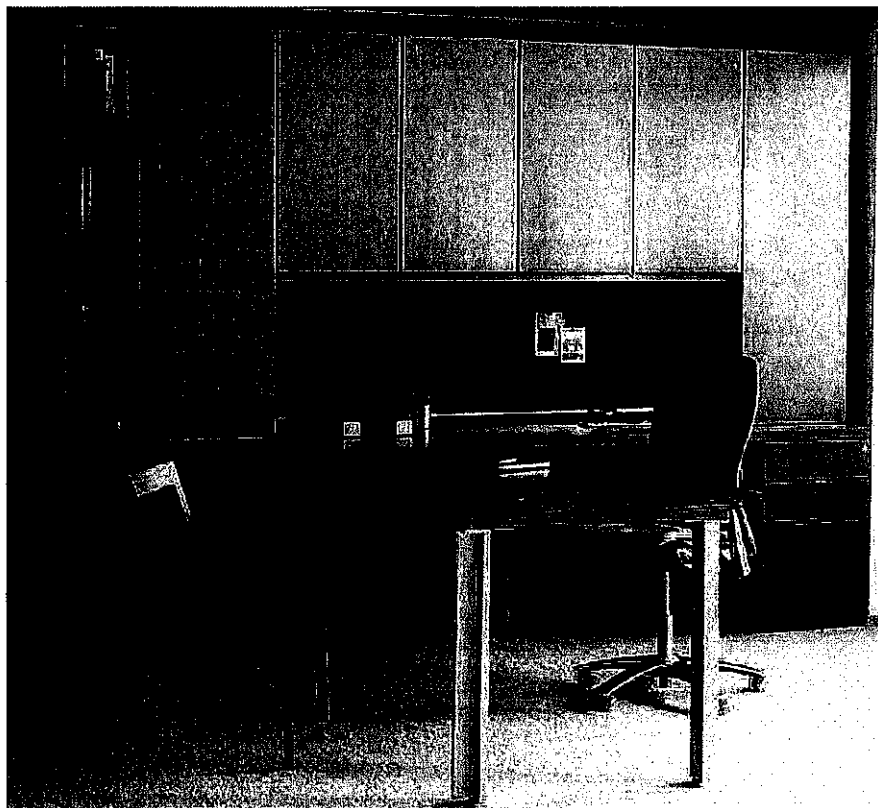
Environment



ENVIRONMENTAL PRODUCT DECLARATION

REFF PROFILES™ WORKSTATION

PRIVATE OFFICE WORKSTATION



Shown above: Reff Profiles™ Classic private office with floorstanding cabinet, desktop towers, overhangs, and worksurfaces in natural oak veneer with peninsula worksurface supported by L-legs in clear anodized finish; Life task chair and Krusin side chair

Knoll

For more than a century, Knoll has acted on a commitment to sustainability in the design and manufacture of products for the workplace. This commitment has allowed us to differentiate our approach, processes, and products in the marketplace in several key areas.

Knoll has chosen to complete Environmental Product Declarations for all products to show the environmental impact of Knoll furniture. This EPD will help Knoll and our customers achieve their sustainability goals.

For details about Reff Profiles™ and its offerings, visit www.knoll.com.

Disclaimer: This EPD was not written to support comparative assertions. EPDs based on different PCRs or different calculation models may not be comparable. When attempting to compare EPDs or life cycle impacts of products from different companies, the user should be aware of the uncertainty in the final results due to and not limited to the practitioner's assumptions, the source of the data used in the study, and the software tool used to conduct the study.



ENVIRONMENTAL PRODUCT DECLARATION


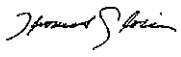
Knoll

Reff Profiles™
Private office workstation

According to ISO 14025 and ISO 21930:2007



This declaration is an environmental product declaration (EPD) in accordance with ISO 14025. EPDs rely on Life Cycle Assessment (LCA) to provide information on a number of environmental impacts of products over their life cycle. Exclusions: EPDs do not indicate that any environmental or social performance benchmarks are met, and there may be impacts that they do not encompass. LCAs do not typically address the site-specific environmental impacts of raw material extraction, nor are they meant to assess human health toxicity. EPDs can complement but cannot replace tools and certifications that are designed to address these impacts and/or set performance thresholds – e.g. Type 1 certifications, health assessments and declarations, environmental impact assessments, etc. Accuracy of Results: EPDs regularly rely on estimations of impacts, and the level of accuracy in estimation of effect differs for any particular product line and reported impact. Comparability: EPDs are not comparative assertions and are either not comparable or have limited comparability when they cover different life cycle stages, are based on different product category rules or are missing relevant environmental impacts. EPDs from different programs may not be comparable.

PROGRAM OPERATOR	UL Environment	
DECLARATION HOLDER	Knoll	
DECLARATION NUMBER	4787683822.111.1	
DECLARED PRODUCT	Reff Profiles™ Private Office Workstation	
REFERENCE PCR	NSF International-BIFMA PCR for Office Furniture Workspace Products: UNCPC 3814	
DATE OF ISSUE	December 14, 2017	
PERIOD OF VALIDITY	5 Years	
CONTENTS OF THE DECLARATION	Product definition and information about building physics Information about basic material and the material's origin Description of the product's manufacture Indication of product processing Information about the in-use conditions Life cycle assessment results Testing results and verifications	
The PCR review was conducted by:		PCR Review Panel
		Chair: Thomas P. Gloria
		ncss@nsf.org
This declaration was independently verified in accordance with ISO 14025 by Underwriters Laboratories <input type="checkbox"/> INTERNAL <input checked="" type="checkbox"/> EXTERNAL		
		Wade Stout, UL Environment
This life cycle assessment was independently verified in accordance with ISO 14044 and the reference PCR by:		
		Thomas Gloria, Industrial Ecology Consultants

This EPD conforms with ISO 21930:2007

ENVIRONMENTAL PRODUCT DECLARATION



Reff Profiles™
Private office workstation

According to ISO 14025

Product Definition

Reference Product Description

Borrowing from the functionalist vision of the modernist masters, Reff Profiles delivers a progressive and efficient architectural presence for private offices, administrative areas and open plan environments. Building on a long history, Reff Profiles continues its tradition of wood excellence and design flexibility—an important criterion for planning the future workplace. Table 1 shows key attributes of the declared reference product.

Table 1: Reference product attributes

Attribute	Value
Product category	Desking
Occupants supported by reference product	1
Physical floor space area	3.8 m ²
Worksurface area	2.8 m ²
Product mass per 1 m ² of work space area	116 kg/m ²
Volume of storage	2 m ³
Post-industrial recycled content	85 %
Post-consumer recycled content	3 %
Additional features of reference product	Two worksurfaces, overhead cabinets, two book cases, and one large pedestal for storage options

Functional Unit

The functional unit is one square meter (1m²) of workspace for a period of 10 years. As Reff Profiles has an expected service life of over 10 years, one product is needed to fulfill the functional unit. The analysis was conducted for a Reff Profiles™ private office system with veneer finish, chosen based on a typical rendering of the office system.

Materials Composition

The material composition of the declared Reff Profiles configuration is given in Table 2.

Table 2: Product materials composition

Material	% by mass	kg per m ² floor space	kg per workstation
ABS	0.0268	0.031	0.118
Aluminum	0.451	0.523	1.99
Particleboard	88.2	102	389
Steel	10.9	12.6	48.1
Veneer	0.389	0.451	1.71
Total	100%	116	440.38



ENVIRONMENTAL PRODUCT DECLARATION



Reff Profiles™
Private office workstation

According to ISO 14025

Life Cycle Stages

The life cycle stages are summarized in the flow diagram shown in the figure below. A cradle-to-grave analysis was conducted for this EPD.



Figure 1: Cradle-to-grave life cycle stages

- Materials acquisition and pre-processing starts when the material is extracted from nature and ends when the material in component form reaches the gate of the production facility or service delivery operation. As such, it includes transportation between upstream suppliers and Knoll's production facility.
- The production stage is a gate-to-gate stage that starts with the product components entering the production facility and ends with the final product, packaged for shipment, leaving the facility. This stage includes manufacturing processes that take place at Knoll, along with the production of packaging materials.
- Product distribution and storage are included in the next stage, along with product use and maintenance. This stage can include multiple legs of distribution and storage. The use stage begins when the consumer takes possession of the product, and includes assembly, installation, repair, and maintenance as appropriate. For products with electrical components, use stage electricity consumption is also considered.
- The end-of-life stage starts when the product is ready for disposal and ends when the product is landfilled, returned to nature, or transformed to be recycled or reused. This stage includes transportation of the used product to treatment or recycling facilities and emissions associated with disposal.

Life Cycle Assessment Results

Life Cycle Inventory Data

Life cycle inventory results per functional unit (i.e., 1m² of floorspace) are shown in Table 3.

Table 3: Life cycle inventory data per functional unit

Inventory metric	Units	Total
Net fresh water usage	kg	2,279
Primary energy demand, total	MJ	6,785
Primary energy demand, renewable	MJ	3,582
Primary energy demand, non-renewable	MJ	3,204



ENVIRONMENTAL PRODUCT DECLARATION

Knoll

Reff Profiles™
Private office workstation

According to ISO 14025

Impact Assessment Categories

Impact assessment results in Table 4 are calculated using the TRACI 2.1 methodology (Bare, 2012) and characterization factors as published in the IPCC (Intergovernmental Panel on Climate Change) fifth assessment report (Intergovernmental Panel on Climate Change, 2013) excl. biogenic CO₂.

Table 4: Life cycle impact assessment categories

Impact category	Units	Materials acquisition	Production	Distribution & use	End-of-life	Total
Impact assessment method: IPCC AR5						
Global warming potential – 100 yr.	kg CO ₂ eq.	90.7	77.7	21.81	163	353
Global warming potential – 20 yr.	kg CO ₂ eq.	106	86.2	41.2	473	707
Impact assessment method: TRACI 2.1						
Acidification potential	kg SO ₂ eq.	0.719	0.235	0.0435	0.182	1.2
Eutrophication potential	kg N eq.	0.0291	0.0114	0.00391	0.0604	0.107
Ozone depletion	kg CFC-11 eq.	6.17E-007	6.29E-008	6.89E-011	2.28E-11	6.8E-007
Photochemical ozone creation potential	kg O ₃ eq.	7.51	2.88	0.982	0.0804	13.2

Additional Environmental Information



Knoll has taken many steps to prove its commitment to environmental stewardship through third party certifications. In 2009, Knoll established Forest Stewardship Council (FSC®) certified wood as the standard for open plan office systems, casegoods, and tables. Certified office systems are provided at no surcharge and at standard lead times. Knoll is FSC certified by the Rainforest Alliance.



Knoll also takes human health and toxicity concerns very seriously. Using BIFMA Level certification, Knoll looks at materials, material ingredients and potential toxicity. By doing this, Knoll has been able to achieve level 3 for most its office furniture product offerings. Material transparency is key, as it enables Knoll look for less hazardous alternative materials at the products' simplest components. Promoting clean materials allows Knoll furniture to be certified to UL Environment GREENGUARD and GREENGUARD Gold. All KnollOffice systems furniture is GREENGUARD certified.



Furthering certification efforts, Knoll is also ISO 14001 and ISO 9001 certified. Having an environmental and quality management system allows Knoll to create goals and surpass expectations. Knoll's environmental goals focus primarily on air, water, and waste. Knoll has been able to reduce waste to landfill at three of its four sites to become zero waste to landfill, with the fourth being over 90% landfill free. Knoll has also made contributions to greenhouse gas emissions reduction through individual site efforts and modifications.



At the end of life, Knoll believes in helping its customers avoid landfill when decommissioning furniture or surplus assets from a space. Working with ANEW, Knoll is able to dedicate extending the life cycle of surplus furniture by donating, relocating, or sourcing a waste-to-energy facility.

Environment



ENVIRONMENTAL PRODUCT DECLARATION



Reff Profiles™
Private office workstation

According to ISO 14025

References

- Bare, J. (2012). Tool for the Reduction and Assessment of Chemical and other Environmental Impacts - TRACI v2.1 - User's Manual. Washington, DC: U.S. EPA.
- Intergovernmental Panel on Climate Change. (2013). IPCC Fifth Assessment Report.
- ISO. (2006). ISO 14044: Environmental management - Life cycle assessment - Requirements and guidelines.
- ISO. (2009). ISO 14040: Environmental management - Life cycle assessment - principles and frameworks.
- ISO. (2011). ISO 14025: Environmental labels and declarations - Type III environmental declarations - principles and procedures.
- NSF International. (2015). BIFMA PCR for Office Furniture Workspace Products: UNCPC 3814.
- thinkstep. (2017). Office Furniture Workspace Products - Background LCA Report in Support of Environmental Product Declarations (EPD) - On behalf of Knoll. Boston: thinkstep Inc.

Contact Information

Study Commissioner



Knoll
1235 Water Street
East Greenville, PA 18041
(215) 679-7991
sustainability@knoll.com
<http://www.knoll.com>

LCA Practitioner



thinkstep

thinkstep, Inc.
170 Milk St, 3rd floor
Boston, MA 02109
+1 (617) 247-4477
info@thinkstep.com
<http://www.thinkstep.com>



CERTIFICATE OF COMPLIANCE



Knoll, Inc.
Chadwick

2118-420

Certificate Number

11/06/2007 - 10/28/2019

Certificate Period

Certified

Status

UL 2818 - 2013 Gold Standard for Chemical Emissions for Building Materials, Finishes and Furnishings

Commercial furniture and furnishings are tested in accordance with ANSI/BIFMA M7.1-2011(R2016) and determined to comply with ANSI/BIFMA X7.1-2011(R2016) and ANSI/BIFMA e3-2014e Credit 7.6.1, 7.6.2, and 7.6.3. Seating products are modeled in the seating environment with a ventilation rate of 24.8 m³/hour. Products also determined compliant in accordance with California Department of Public Health (CDPH) Standard Method V1.2-2017.

Product tested in accordance with UL 2821 test method to show compliance to emission limits on UL 2818. Section 7.1 and 7.2.



UL investigated representative samples of the identified Product(s) to the identified Standard(s) or other requirements in accordance with the agreements and any applicable program service terms in place between UL and the Certificate Holder (collectively "Agreement"). The Certificate Holder is authorized to use the UL Mark for the identified Product(s) manufactured at the production site(s) covered by the UL Test Report, in accordance with the terms of the Agreement. This Certificate is valid for the identified dates unless there is non-compliance with the Agreement.

GREENGUARD Gold Certification Criteria for Office Furniture Seating

Criteria	CAS Number	Maximum Allowable Predicted Concentration	Units
TVOC ^(A)	-	0.22	mg/m ³
Formaldehyde	50-00-0	4.5 (3.65 ppb)	µg/m ³
Total Aldehydes ^(B)	-	0.043	ppm
4-Phenylcyclohexene	4994-16-5	6.5	µg/m ³
1-Methyl-2-pyrrolidinone ^(C)	872-50-4	80	µg/m ³
Individual VOCs ^(D)	-	1/4 CREL or 1/100th TLV	-

(A) Defined to be the total response of measured VOCs falling within the C₆ – C₁₆ range, with responses calibrated to a toluene surrogate.

(B) The sum of all measured normal aldehydes from formaldehyde through nonanal, plus benzaldehyde, individually calibrated to a compound specific standard. Heptanal through nonanal are measured via TD/GC/MS analysis and the remaining aldehydes are measured using HPLC/UV analysis.

(C) Based on the CA Prop 65 Maximum Allowable Dose Level for inhalation of 3,200 µg/day and an inhalation rate of 20 m³/day.

(D) Allowable levels for chemicals not listed are derived from the lower of 1/4 the California Office of Environmental Health Hazard Assessment (OEHHA) Chronic Reference Exposure Level (CREL) as required per the CDPH/EHLB/Standard Method v1.2 and BIFMA level credit 7.6.2 and 1/100th of the Threshold Limit Value (TLV) industrial work place standard (Reference: American Conference of Government Industrial Hygienists, 6500 Glenway, Building D-7, and Cincinnati, OH 45211-4438).



CERTIFICATE OF COMPLIANCE



Knoll, Inc.

k. task

90836-420

Certificate Number

04/21/2017 - 10/28/2019

Certificate Period

Certified

Status

UL 2818 - 2013 Gold Standard for Chemical Emissions for Building Materials, Finishes and Furnishings

Commercial furniture and furnishings are tested in accordance with ANSI/BIFMA M7.1-2011(R2016) and determined to comply with ANSI/BIFMA X7.1-2011(R2016) and ANSI/BIFMA e3-2014e Credit 7.6.1, 7.6.2, and 7.6.3. Seating products are modeled in the seating environment with a ventilation rate of 24.8 m³/hour. Products also determined compliant in accordance with California Department of Public Health (CDPH) Standard Method V1.2-2017.

Product tested in accordance with UL 2821 test method to show compliance to emission limits on UL 2818. Section 7.1 and 7.2.



UL investigated representative samples of the identified Product(s) to the identified Standard(s) or other requirements in accordance with the agreements and any applicable program service terms in place between UL and the Certificate Holder (collectively "Agreement"). The Certificate Holder is authorized to use the UL Mark for the identified Product(s) manufactured at the production site(s) covered by the UL Test Report, in accordance with the terms of the Agreement. This Certificate is valid for the identified dates unless there is non-compliance with the Agreement.

GREENGUARD Gold Certification Criteria for Furniture and Mattresses

Criteria	CAS Number	Maximum Allowable Predicted Concentration	Units
TVOC ^(A)	-	0.22	mg/m ³
Formaldehyde	50-00-0	9 (7.3 ppb)	µg/m ³
Total Aldehydes ^(B)	-	0.043	ppm
4-Phenylcyclohexene	4994-16-5	6.5	µg/m ³
1-Methyl-2-pyrrolidinone ^(C)	872-50-4	160	µg/m ³
Individual VOCs ^(D)	-	1/2 CREL or 1/100th TLV	-

- (A) Defined to be the total response of measured VOCs falling within the C₆ – C₁₆ range, with responses calibrated to a toluene surrogate.
- (B) The sum of all measured normal aldehydes from formaldehyde through nonanal, plus benzaldehyde, individually calibrated to a compound specific standard. Heptanal through nonanal are measured via TD/GC/MS analysis and the remaining aldehydes are measured using HPLC/UV analysis.
- (C) Based on the CA Prop 65 Maximum Allowable Dose Level for inhalation of 3,200 µg/day and an inhalation rate of 20 m³/day.
- (D) Allowable levels for chemicals not listed are derived from the lower of 1/2 the California Office of Environmental Health Hazard Assessment (OEHHA) Chronic Reference Exposure Level (CREL) as required per the CDPH/EHLB/Standard Method v1.2 and BIFMA level credit 7.6.2 and 1/100th of the Threshold Limit Value (TLV) industrial work place standard (Reference: American Conference of Government Industrial Hygienists, 6500 Glenway, Building D-7, and Cincinnati, OH 45211-4438).



CERTIFICATE OF COMPLIANCE



Knoll, Inc.

k. stand Height-Adjustable Tables

98097-410

Certificate Number

11/22/2017 - 10/29/2019

Certificate Period

Certified

Status

UL 2818 - 2013 Standard for Chemical Emissions for Building Materials, Finishes and Furnishings

Commercial furniture and furnishings are tested in accordance with ANSI/BIFMA M7.1-2011(R2016) and determined to comply with ANSI/BIFMA X7.1-2011(R2016) and ANSI/BIFMA e3-2014e Credit 7.6.1 in an Open Plan Office environment.

Products tested in accordance with UL 2821 test method to show compliance to emission limits in UL 2818, Section 7.1.



Environment

UL Environment investigated representative samples of the identified Product(s) to the identified Standard(s) or other requirements in accordance with the agreements and any applicable program service terms in place between UL Environment and the Certificate Holder (collectively "Agreement"). The Certificate Holder is authorized to use the UL Environment Mark for the identified Product(s) manufactured at the production site(s) covered by the ULE Test Report, in accordance with the terms of the Agreement. This Certificate is valid for the identified dates unless there is non-compliance with the Agreement.

GREENGUARD Certification Criteria for Individual Office Furniture Products

Criteria	CAS Number	Maximum Allowable Emission Factor		Units
		Open Plan	Private Office	
TVOC ^(A)	-	345	694	µg/m ² *hr
Formaldehyde	50-00-0	42.3	85.1	µg/m ² *hr
Total Aldehydes ^(B)	-	2.8	5.7	µmol/m ² *hr
4-Phenylcyclohexene	4994-16-5	4.5	9.0	µg/m ² *hr
Individual VOCs ^(C)	-	1/10th TLV	1/10th TLV	-

^(A) Defined to be the total response of measured VOCs falling within the C₆ – C₁₆ range, with responses calibrated to a toluene surrogate.

^(B) The sum of all measured normal aldehydes from formaldehyde through nonanal, plus benzaldehyde, individually calibrated to a compound specific standard. Heptanal through nonanal are measured via TD/GC/MS analysis and the remaining aldehydes are measured using HPLC/UV analysis.

^(C) Allowable levels for chemicals not listed are derived from 1/10th of the Threshold Limit Value (TLV) industrial work place standard (Reference: American Conference of Government Industrial Hygienists, 6500 Glenway, Building D-7, and Cincinnati, OH 45211-4438).



Environment

CERTIFICATE OF COMPLIANCE



Knoll, Inc.

KnollExtra

7728-410

Certificate Number

04/09/2003 - 04/28/2019

Certificate Period

Certified

Status

UL 2818 - 2013 Standard for Chemical Emissions for Building Materials, Finishes and Furnishings

Commercial furniture and furnishings are tested in accordance with ANSI/BIFMA M7.1-2011(R2016) and determined to comply with ANSI/BIFMA X7.1-2011(R2016) and ANSI/BIFMA e3-2014e Credit 7.6.1 in an Open Plan Office and Private Office environment.

Products tested in accordance with UL 2821 test method to show compliance to emission limits in UL 2818, Section 7.1.



Environment

UL Environment investigated representative samples of the identified Product(s) to the identified Standard(s) or other requirements in accordance with the agreements and any applicable program service terms in place between UL Environment and the Certificate Holder (collectively "Agreement"). The Certificate Holder is authorized to use the UL Environment Mark for the identified Product(s) manufactured at the production site(s) covered by the ULE Test Report, in accordance with the terms of the Agreement. This Certificate is valid for the identified dates unless there is non-compliance with the Agreement.

GREENGUARD Certification Criteria for Individual Office Furniture Products

Criteria	CAS Number	Maximum Allowable Emission Factor		Units
		Open Plan	Private Office	
TVOC ^(A)	-	345	694	µg/m ² *hr
Formaldehyde	50-00-0	42.3	85.1	µg/m ² *hr
Total Aldehydes ^(B)	-	2.8	5.7	µmol/m ² *hr
4-Phenylcyclohexene	4994-16-5	4.5	9.0	µg/m ² *hr
Individual VOCs ^(C)	-	1/10th TLV	1/10th TLV	-

^(A) Defined to be the total response of measured VOCs falling within the C₆ – C₁₆ range, with responses calibrated to a toluene surrogate.

^(B) The sum of all measured normal aldehydes from formaldehyde through nonanal, plus benzaldehyde, individually calibrated to a compound specific standard. Heptanal through nonanal are measured via TD/GC/MS analysis and the remaining aldehydes are measured using HPLC/UV analysis.

^(C) Allowable levels for chemicals not listed are derived from 1/10th of the Threshold Limit Value (TLV) industrial work place standard (Reference: American Conference of Government Industrial Hygienists, 6500 Glenway, Building D-7, and Cincinnati, OH 45211-4438).



Environment

CERTIFICATE OF COMPLIANCE



Knoll, Inc.

MultiGeneration by Knoll

14333-420

Certificate Number

11/06/2007 - 10/28/2019

Certificate Period

Certified

Status

UL 2818 - 2013 Gold Standard for Chemical Emissions for Building Materials, Finishes and Furnishings

Commercial furniture and furnishings are tested in accordance with ANSI/BIFMA M7.1-2011(R2016) and determined to comply with ANSI/BIFMA X7.1-2011(R2016) and ANSI/BIFMA e3-2014e Credit 7.6.1, 7.6.2, and 7.6.3. Seating products are modeled in the seating environment with a ventilation rate of 24.8 m³/hour. Products also determined compliant in accordance with California Department of Public Health (CDPH) Standard Method V1.2-2017.

Product tested in accordance with UL 2821 test method to show compliance to emission limits on UL 2818. Section 7.1 and 7.2.



UL investigated representative samples of the identified Product(s) to the identified Standard(s) or other requirements in accordance with the agreements and any applicable program service terms in place between UL and the Certificate Holder (collectively "Agreement"). The Certificate Holder is authorized to use the UL Mark for the identified Product(s) manufactured at the production site(s) covered by the UL Test Report, in accordance with the terms of the Agreement. This Certificate is valid for the identified dates unless there is non-compliance with the Agreement.

GREENGUARD Gold Certification Criteria for Office Furniture Seating

Criteria	CAS Number	Maximum Allowable Predicted Concentration	Units
TVOC ^(A)	-	0.22	mg/m ³
Formaldehyde	50-00-0	4.5 (3.65 ppb)	µg/m ³
Total Aldehydes ^(B)	-	0.043	ppm
4-Phenylcyclohexene	4994-16-5	6.5	µg/m ³
1-Methyl-2-pyrrolidinone ^(C)	872-50-4	80	µg/m ³
Individual VOCs ^(D)	-	1/4 CREL or 1/100th TLV	-

- (A) Defined to be the total response of measured VOCs falling within the C₆ – C₁₆ range, with responses calibrated to a toluene surrogate.
- (B) The sum of all measured normal aldehydes from formaldehyde through nonanal, plus benzaldehyde, individually calibrated to a compound specific standard. Heptanal through nonanal are measured via TD/GC/MS analysis and the remaining aldehydes are measured using HPLC/UV analysis.
- (C) Based on the CA Prop 65 Maximum Allowable Dose Level for inhalation of 3,200 µg/day and an inhalation rate of 20 m³/day.
- (D) Allowable levels for chemicals not listed are derived from the lower of 1/4 the California Office of Environmental Health Hazard Assessment (OEHHA) Chronic Reference Exposure Level (CREL) as required per the CDPH/EHLB/Standard Method v1.2 and BIFMA level credit 7.6.2 and 1/100th of the Threshold Limit Value (TLV) industrial work place standard (Reference: American Conference of Government Industrial Hygienists, 6500 Glenway, Building D-7, and Cincinnati, OH 45211-4438).



LEED® Credits: New Construction v2.2 & v3

Antenna™ Workspaces

CI v2 & v3 ○

EB v2 ○

EB v3 ○

NC v2.2 & v3 ●

Antenna™ Workspaces may contribute to achieving the following New Construction LEED Credits.

Credit	Intent	Antenna™ Workspaces
CORE AREAS		
MR Credit 3.1 and 3.2 Materials Reuse 5%, 10%	Reuse building materials and products in order to reduce demand for virgin materials and to reduce waste.	▶ Antenna Workspaces is designed to be refurbished for a second life, and new product is designed to be integrated with existing furniture systems.
MR Credit 4.1 and 4.2 Recycled Content	Increase demand for building products that incorporate recycled material, reducing impacts resulting from extraction and processing of virgin materials.	▶ Standard Antenna Workspaces office system has a recycled content of more than 40 percent.
MR Credit 5.1 and 5.2 Regional Materials	Increase the demand for building materials and products that are extracted and manufactured within the region.	▶ Help with this point will depend on project location.
MR Credit 6.0 Rapidly Renewable Materials	Reduce the use of depletion of finite raw materials and long cycle renewable materials by replacing them with rapidly renewable materials.	▶ Bamboo veneer can be selected to construct worksurfaces.
MR Credit 7.0 Certified Wood	Encourage environmentally responsible forest management.	▶ The wood materials used to construct Antenna Workspaces are chain-of-custody-certified from FSC-certified forests for laminate and North American Veneers.
IEQ Credit 8.1 and 8.2 Daylight and Views	Provide for the occupants a connection between indoor spaces and the outdoors through the instruction of day light and views into the regularly occupied area of the tenant space.	▶ Antenna Workspaces can be specified with glazing and panel heights to help achieve these points.
INNOVATION IN DESIGN		
ID Credit 1.1 – 1.4	To provide building operation, design teams and projects the opportunity to be awarded points for exceptional performance above the requirements set by the LEED–NC Rating System and/or innovative performance in Green Building categories not specifically addressed by LEED–NC Rating System.	
Low Emitting Materials Systems Furniture & Seating (LEED CI v2/v3 IEQc4.5)	Reduce the use of furniture assemblies that may release indoor air contaminants that are odorous or potentially irritating and might be deleterious to installer and occupant health, comfort and well-being.	▶ Antenna Workspaces is GREENGUARD™ Indoor Air Quality Certified.
Toxic Material Source Reduction Reduced Mercury in Light Bulbs (LEED EB v2 MRc4)	To establish and maintain a toxic material source reduction program to reduce the amount of mercury brought on to the building site through purchase of lamps.	▶ Low-mercury lighting is supplied with products specified. Lighting with a mercury content of less than 90 picograms/lumen hour of light output can be supplied. 48-inch and 60-inch wide task lights only. Phillips lights available as special in all sizes except 18"-wide.
Sustainable Purchasing Reduced Mercury in Light Bulbs (LEED EB v3 MRc4)		

LEED® Credits NC v2.2 & v3 : Antenna™ Workspaces *continued*

Credit	Intent	Antenna™ Workspaces
Sustainable Cleaning Products and Materials (LEED EB v2 IEQc3.4)	To reduce the environmental impacts of cleaning products.	▶ Knoll products are designed to be cleaned with low environmental impact cleaning fluids.
Sustainable Cleaning Products and Materials (LEED EB v3 IEQc3.4-3.6)		
Comprehensive Ergonomic Policy + Program	The USGBC has approved the implementation of a comprehensive ergonomic program as an innovation credit.	▶ Knoll products such as task seating, monitor arms, and keyboard trays can contribute to this point along with an ergonomic training program for employees which Knoll can provide.
SUPPLEMENTARY AREAS		
MR Credit 2.1 and 2.2 Construction Waste Management	Divert 50–75% construction, demolition and land-clearing debris from disposal in landfills and incinerators. Redirect recyclable recovered resources back to the manufacturing process. Redirect reusable materials to appropriate sites.	▶ Knoll packing materials include corrugated cardboard, expanded polystyrene foam and wood pallets. These materials are recyclable in many markets, which can reduce landfill disposal.

Antenna Workspaces is a new approach to workplace design that reflects the freedom and mobility people seek in today's office. Antenna Workspaces is GREENGUARD™ Indoor Air Quality Certified.

Clean Manufacturing Technologies

- ▶ Water-based adhesives used to laminate both wood veneer surfaces and plastic laminate surfaces and fabric panels 99% VOC-free.
- ▶ Water-based wood stains virtually VOC-free.
- ▶ Water-based UV-cured polyurethane wood top coats virtually VOC-free.

Materials

- ▶ 20–30% recycled content steel.
- ▶ 100% recycled content particleboard.
- ▶ FSC-certified standard for laminate and North American veneer surfaces.
- ▶ Available with 100% recycled content fabric.
- ▶ Steel components recyclable.

LEED® Credits: New Construction v2.2 & v3.0

Dividends Horizon™

CI ○
EB v2 ○
EB v3 ○
NC ●

Focusing on exceptionally light and transparent materials and practical personalized storage solutions, Dividends Horizon creates rich spatial environments for the contemporary workspace. Dividends Horizon is GREENGUARD Indoor Air Quality Certified®.

Clean Manufacturing Technologies

- ▶ Water-based adhesives used to adhere laminate to substrate 99% VOC free
- ▶ Powdered adhesive used to laminate fabric to panel virtually VOC free.
- ▶ Powder coating on steel virtually VOC free
- ▶ Water-based UV-cured polyurethane wood top coats virtually VOC-free.

Materials

- ▶ 15-30% recycled content steel.
- ▶ 20% recycled content aluminum.
- ▶ 100% recycled content particleboard.
- ▶ FSC-certified standard for laminate and North American veneer surfaces.
- ▶ Available with 100% recycled content panel fabric.
- ▶ Steel and aluminum components recyclable.

The sustainable design of the Dividends Horizon office system can help customers achieve the following New Construction LEED Credits:

Core Areas

MR Credit 3.1 and 3.2 – Materials Reuse 5%, 10%

Intent: Reuse building materials and products in order to reduce demand for virgin materials and to reduce waste.

- ▶ Dividends Horizon is designed to be refurbished for a second life, and new product is designed to be integrated with existing furniture systems.

MR Credit 4.1 and 4.2 – Recycled Content

Intent: Increase demand for building products that incorporate recycled material, reducing impacts resulting from extraction and processing of virgin materials.

- ▶ Standard Dividends Horizon office system has a recycled content of 15–30% percent.

MR Credit 5.1 and 5.2 – Regional Materials

Intent: Increase the demand for building materials and products that are extracted and manufactured within the region.

- ▶ Help with this point will depend on project location.

MR Credit 6.0 – Rapidly Renewable Materials

Intent: Reduce the use of depletion of finite raw materials and long cycle renewable materials by replacing them with rapidly renewable materials.

- ▶ Bamboo veneer can be selected to construct worksurfaces.

MR Credit 7.0 – Certified Wood

Intent: Encourage environmentally responsible forest management.

- ▶ The wood materials used to construct Dividends Horizon are chain-of-custody-certified from FSC-certified forests for laminate and North American Veneers.

EQ Credit 8.1 and 8.2 – Daylight and Views

Intent: Provide for the occupants a connection between indoor spaces and the outdoors through the instruction of daylight and views into the regularly occupied area of the tenant space.

- ▶ Dividends Horizon can be specified with glazing and panel heights to help achieve these points.

Supplementary Areas

MR Credit 2.1 and 2.2 – Construction Waste Management

Intent: Divert 50–75% construction, demolition and land-clearing debris from disposal in landfills and incinerators. Redirect recyclable recovered resources back to the manufacturing process. Redirect reusable materials to appropriate sites.

- ▶ Knoll packing materials include corrugated cardboard, expanded polystyrene foam and wood pallets. These materials are recyclable in many markets, which can reduce landfill disposal.

continued

Innovation in Design

ID Credit 1.1 – 1.4

Intent: To provide building operation, design teams and projects the opportunity to be awarded points for exceptional performance above the requirements set by the LEED–NC Rating System and/or innovative performance in Green Building categories not specifically addressed by LEED–NC Rating System.

Low Emitting Materials – Systems Furniture & Seating (LEED CI v2/v3 EQc4.5)

Intent: Reduce the use of furniture assemblies that may release indoor air contaminants that are odorous or potentially irritating and might be deleterious to installer and occupant health, comfort and well-being.

- ▶ Dividends Horizon is GREENGUARD Indoor Air Quality Certified®.

Toxic Material Source Reduction – Reduced Mercury in Light Bulbs (LEED EB v2 MRp2)

Sustainable Purchasing – Reduced Mercury in Light Bulbs (LEED EB v3 MRc4)

- ▶ Low-mercury lighting is supplied with products specified. Lighting with a mercury content of less than 90 picograms/lumen hour of light output can be supplied. 48-inch and 60-inch wide task lights only. Phillips lights available as special in all sizes except 18-inch.

Sustainable Cleaning Products and Materials (LEED EB v2 MRc4)

Sustainable Cleaning Products and Materials (LEED EB v3 EQc3.4-3.6)

- ▶ Knoll products are designed to be cleaned with low environmental impact cleaning fluids.

Comprehensive Ergonomic Policy + Program

The USGBC has approved the implementation of a comprehensive ergonomic program as an innovation credit. Knoll products, such as task seating, monitor arms and keyboard trays, can contribute to this point along with an ergonomic training program for employees, which Knoll can provide.

LEED® Credits: New Construction v2.2 & v3.0

Reff®

CI ○
EB v2 ○
EB v3 ○
NC ●

Reff combines clean lines, rich textures and solid wood craftsmanship to bring a classic aesthetic to the workplace. Reff is GREENGUARD Indoor Air Quality Certified®.

Clean Manufacturing Technologies

- ▶ Water-based adhesives used to laminate wood veneer surfaces and fabric panels 99% VOC-free.
- ▶ Water-based wood stains virtually VOC-free.
- ▶ Water-based UV-cured polyurethane wood top coats virtually VOC-free.

Materials

- ▶ Up to 25% recycled content steel and aluminum.
- ▶ 100% recycled content particleboard.
- ▶ FSC-certified standard for laminate and North American veneer surfaces.
- ▶ Available with 100% recycled content fabric.
- ▶ Steel components recyclable.

The sustainable design of the Reff office system can help customers achieve the following New Construction LEED Credits:

Core Areas

MR Credit 3.1 and 3.2 – Materials Reuse 5%, 10%

Intent: Reuse building materials and products in order to reduce demand for virgin materials and to reduce waste.

- ▶ Reff is designed to be refurbished for a second life, and new product is designed to be integrated with existing furniture systems.

MR Credit 4.1 and 4.2 – Recycled Content

Intent: Increase demand for building products that incorporate recycled material, reducing impacts resulting from extraction and processing of virgin materials.

- ▶ Standard Reff office system has a recycled content of more than 40 percent.

MR Credit 5.1 and 5.2 – Regional Materials

Intent: Increase the demand for building materials and products that are extracted and manufactured within the region.

- ▶ Help with this point will depend on project location.

MR Credit 6.0 – Rapidly Renewable Materials

Intent: Reduce the use of depletion of finite raw materials and long cycle renewable materials by replacing them with rapidly renewable materials.

- ▶ Bamboo veneer can be selected to construct worksurfaces.

MR Credit 7.0 – Certified Wood

Intent: Encourage environmentally responsible forest management.

- ▶ The wood materials used to construct Reff are chain-of-custody-certified from FSC-certified forests for laminate and North American Veneers.

EQ Credit 8.1 and 8.2 – Daylight and Views

Intent: Provide for the occupants a connection between indoor spaces and the outdoors through the instruction of day light and views into the regularly occupied area of the tenant space.

- ▶ Reff can be specified with glazing and panel heights to help achieve these points.

Supplementary Areas

MR Credit 2.1 and 2.2 – Construction Waste Management

Intent: Divert 50–75% construction, demolition and land-clearing debris from disposal in landfills and incinerators. Redirect recyclable recovered resources back to the manufacturing process. Redirect reusable materials to appropriate sites.

- ▶ Knoll packing materials include corrugated cardboard, expanded polystyrene foam and wood pallets. These materials are recyclable in many markets, which can reduce landfill disposal.

continued

Innovation in Design

ID Credit 1.1 – 1.4

Intent: To provide building operation, design teams and projects the opportunity to be awarded points for exceptional performance above the requirements set by the LEED–NC Rating System and/or innovative performance in Green Building categories not specifically addressed by LEED–NC Rating System.

Low Emitting Materials – Systems Furniture & Seating (LEED CI v2/v3 EQc4.5)

Intent: Reduce the use of furniture assemblies that may release indoor air contaminants that are odorous or potentially irritating and might be deleterious to installer and occupant health, comfort and well-being.

- ▶ Reff is GREENGUARD Indoor Air Quality Certified®.

Toxic Material Source Reduction – Reduced Mercury in Light Bulbs (LEED EB v2 MRp2)

Sustainable Purchasing – Reduced Mercury in Light Bulbs (LEED EB v3 MRc4)

- ▶ Low-mercury lighting is supplied with products specified. Lighting with a mercury content of less than 90 picograms/lumen hour of light output can be supplied. 48-inch and 60-inch wide task lights only. Phillips lights available as special in all sizes except 18-inch wide.

Sustainable Cleaning Products and Materials (LEED EB v2 MRc4)

Sustainable Cleaning Products and Materials (LEED EB v3 EQc3.4-3.6)

- ▶ Knoll products are designed to be cleaned with low environmental impact cleaning fluids.

Comprehensive Ergonomic Policy + Program

The USGBC has approved the implementation of a comprehensive ergonomic program as an innovation credit. Knoll products, such as task seating, monitor arms and keyboard trays, can contribute to this point along with an ergonomic training program for employees, which Knoll can provide.

MultiGeneration by Knoll®

Interior Design & Construction: Commercial Interiors

	CREDIT	OPTION	INTENT	MULTIGENERATION BY KNOLL®
Materials and Resources: Building Product Disclosure and Optimization	Environmental Product Declarations (EPDs)	Option 1: EPDs	To select products from manufacturers who have verified improved environmental life-cycle impacts.	LCAs (life cycle assessments) have been completed for MultiGeneration by Knoll, which ensures that all key materials and processes are captured and converted into environmental impacts. A Type III EPD has also been completed, which discloses information over the product's life cycle from raw material extraction, transportation, manufacture, use, and reuse or end of life. Credit Contribution: 1 point
	Sourcing of Raw Materials	Option 2: Leadership extraction practices. Use products that meet at least one of the extraction criteria by 25% of the cost or more: + Extended producer responsibility + Bio-based materials + Wood products + Materials reuse + Recycled content	To select products verified to have been extracted or sourced in a responsible matter.	MultiGeneration by Knoll has recycled content documentation. Based on LEED's required calculation method the average MultiGeneration by Knoll chair has 14% recycled content. Credit Contribution: 1 point
	Material Ingredients	Option 1: Material ingredient reporting	To select products for which the chemical ingredients in the product are inventoried.	MultiGeneration by Knoll has a completed Declare label, which provides a comprehensive review of all chemicals used in the product. Credit Contribution: 1 point
Material Resources Pilot: Credit 112	Certified Multi-Attribute Products and Materials	Use interior furnishings from manufacturers who have validated environmental attributes by independent third party certifications and that have publicly disclosed the product attributes on which the certification has been granted.	To encourage the use of products and materials for which life cycle information is available and that have environmentally, economically, and socially preferable life-cycle impacts.	ReGeneration by Knoll is BIFMA level® 3 certified. BIFMA level certification evaluates the environmental and social impacts of products in the built environment. Credit Contribution: 1 point

	CREDIT	OPTION	INTENT	MULTIGENERATION BY KNOLL®
Indoor Environmental Quality Credit	Low-Emitting Materials	<p>Option 1: Product category calculations</p> <p>Achieve the threshold level (90%) of compliance with emissions and content standards.</p> <p>OR</p> <p>Option 2: Budget calculation method</p> <p>If some products in a category do not meet the criteria in Option 1, a budget calculation method may be used in which points are attained through a percentage of compliance.</p> <p>Percent compliant</p> <p>>50% and <70% = 1 available point</p> <p>>70% and <90% = 2 available points</p> <p>>90% = 3 available points</p>	<p>To reduce concentrations of chemical contaminants that can damage air quality, human health, productivity and the environment.</p>	<p>ReGeneration by Knoll is GREENGUARD Gold certified, which signifies that ReGeneration has low chemical emissions, improving the quality of the air in which it is used.</p> <p>Credit Contribution: Up to 3 points</p>

For more sustainability information from Knoll, please visit:
www.knoll.com/environment

CERTIFICATE OF COMPLIANCE



Knoll, Inc.

Antenna Workspaces

Muskegon, MI, 49441, USA; Grand Rapids, MI, 49512 USA; East
Greenville, PA, 18041, USA; Toronto, ON M9M 2Z2, Canada

ANSI/BIFMA e3-2014e LEVEL 3 - ANSI/BIFMA e3-2014e, Furniture Sustainability Standard
Standard

4787355850
Project Number

11942-4230
Certificate Number

09/30/2016 - 09/30/2019
Certificate Period



UL investigated representative samples of the identified Product(s) to the identified Standard(s) or other requirements in accordance with the agreements and any applicable program service terms in place between UL and the Certificate Holder (collectively "Agreement"). The Certificate Holder is authorized to use the UL Mark for the identified Product(s) manufactured at the production site(s) covered by the UL Test Report, in accordance with the terms of the Agreement. This Certificate is valid for the identified dates unless there is non-compliance with the Agreement

CERTIFICATE OF COMPLIANCE



Knoll, Inc.
Chadwick

ANSI/BIFMA e3-2014e LEVEL 3 - ANSI/BIFMA e3-2014e, Furniture Sustainability Standard
Standard

4787355850
Project Number

2118-4230
Certificate Number

09/30/2016 - 09/30/2019
Certificate Period



UL investigated representative samples of the identified Product(s) to the identified Standard(s) or other requirements in accordance with the agreements and any applicable program service terms in place between UL and the Certificate Holder (collectively "Agreement"). The Certificate Holder is authorized to use the UL Mark for the identified Product(s) manufactured at the production site(s) covered by the UL Test Report, in accordance with the terms of the Agreement. This Certificate is valid for the identified dates unless there is non-compliance with the Agreement

CERTIFICATE OF COMPLIANCE



Knoll, Inc.

Dividends Office System

Muskegon, MI, 49441, USA; Grand Rapids, MI, 49512 USA; East
Greenville, PA, 18041, USA; Toronto, ON M9M 2Z2, Canada

ANSI/BIFMA e3-2014e LEVEL 3 - ANSI/BIFMA e3-2014e, Furniture Sustainability Standard
Standard

4787355850
Project Number

463-4230
Certificate Number

09/30/2016 - 09/30/2019
Certificate Period



Environment

Declare.



k stand™ Height-Adjustable Tables Knoll Inc.

Final Assembly: East Greenville, PA, US

Life Expectancy: 10 Years

End of Life Options: Take Back Program, Salvageable/
Reusable in its Entirety

Ingredients:

Height Adjustable Base: Steel, Poly[imino(1,6-dioxo-1,6-hexanediyl)imino-1,6-hexanediyl],
ABS, Polypropylene; Particleboard: Wood Dust,
Ammonium Sulfate, Cutting Oils, Formaldehyde
(gas)¹, Slack Wax, Urea; Laminate: Melamine;
Edgeband: ABS; **Electronics - RoHS Compliant:**
Electronics²; Backer: Cellulose

¹LBC Temp Exception I10-E11 1/2009 Composite Wood Sheet Goods

²LBC Temp Exception I10-E2 Small Electrical Components

Living Building Challenge Criteria:

KNL-0004

VOC Content: N/A

Declaration Status

EXP. 01 NOV 2019

VOC Emissions: CDPH Compliant

☐ LBC Red List Free

☒ LBC Compliant

☐ Declared

CERTIFICATE OF COMPLIANCE



Knoll, Inc.

MultiGeneration by Knoll

Muskegon, MI, 49441, USA; Grand Rapids, MI, 49512 USA; East
Greenville, PA, 18041, USA; Toronto, ON M9M 2Z2, Canada

ANSI/BIFMA e3-2014e LEVEL 3 - ANSI/BIFMA e3-2014e, Furniture Sustainability Standard
Standard

4787355850
Project Number

14333-4230
Certificate Number

09/30/2016 - 09/30/2019
Certificate Period



UL investigated representative samples of the identified Product(s) to the identified Standard(s) or other requirements in accordance with the agreements and any applicable program service terms in place between UL and the Certificate Holder (collectively "Agreement"). The Certificate Holder is authorized to use the UL Mark for the identified Product(s) manufactured at the production site(s) covered by the UL Test Report, in accordance with the terms of the Agreement. This Certificate is valid for the identified dates unless there is non-compliance with the Agreement



MultiGeneration by Knoll® Knoll Inc.

Final Assembly: East Greenville, PA, USA

Life Expectancy: 12 Years

End of Life Options: Take Back Program (ANEW/ Full Circle), Salvageable/Reusable in its Entirety

Ingredients:

**Base: Steel; Shell: Nylon, Polyurethane Foam;
Fabric: Polyester Fabric**

Living Building Challenge Criteria:

KNL-0019

EXP. 01 JAN 2020

VOC Content: N/A

VOC Emissions: CDPH Compliant

Declaration Status

☒ LBC Red List Free

☐ LBC Compliant

☐ Declared

MANUFACTURER RESPONSIBLE FOR LABEL ACCURACY

INTERNATIONAL **LIVING FUTURE** INSTITUTESM declareproducts.com

CERTIFICATE OF COMPLIANCE



Knoll, Inc.
Reff Profiles

ANSI/BIFMA e3-2014e LEVEL 3 - ANSI/BIFMA e3-2014e, Furniture Sustainability Standard
Standard

4787355850
Project Number

57694-4230
Certificate Number

09/30/2016 - 09/30/2019
Certificate Period



UL investigated representative samples of the identified Product(s) to the identified Standard(s) or other requirements in accordance with the agreements and any applicable program service terms in place between UL and the Certificate Holder (collectively "Agreement"). The Certificate Holder is authorized to use the UL Mark for the identified Product(s) manufactured at the production site(s) covered by the UL Test Report, in accordance with the terms of the Agreement. This Certificate is valid for the identified dates unless there is non-compliance with the Agreement

Response for National Cooperative Contract - Section 8, Exhibit A

OMNIA PARTNERS EXHIBITS

EXHIBIT A – RESPONSE FOR NATIONAL COOPERATIVE CONTRACT

3.1 Company

A. Brief history and description of Company.

Knoll uses modern design to connect people to their work, their lives and their world. Since 1938, Knoll has been recognized internationally for creating workplace and residential furnishings that inspire, evolve and endure. Today, our commitment to modern design, our understanding of the nature of work and our dedication to sustainable design have yielded a unique portfolio of thoughtful products that respond and adapt to changing needs.

Knoll is a constellation of design-driven brands and people, working together with our clients to create inspired modern interiors. Our internationally recognized portfolio includes office systems and ancillary accessories, seating, residential furniture, textiles, and architectural and acoustical elements. Our brands reflect our commitment to modern design that meets the diverse requirements of high-performance workplaces and luxury interiors.

B. Total number and location of sales persons employed by Company.

Knoll has over 3,541 total employees, a significant portion of which are involved in the comprehensive sales and account management process.

C. Number and location of support centers (if applicable) and location of corporate office.

We have over 90 showrooms and sales offices worldwide. Our headquarters is located in East Greenville, PA.

D. Annual sales for the three previous fiscal years.

2018: \$1.302 billion

2017: \$1.133 billion

2016: \$1.164 billion

E. Submit FEIN and Dunn & Bradstreet report.

Our FEIN is 13-3873847 and our DUNS is 78-131-6096. Note that we cannot request our own D&B report; this must be requested by third parties, such as clients, separately.

F. Describe any green or environmental initiatives or policies.

The success of the Knoll focus on workplace and environmental stewardship is based on a holistic understanding of how people live, work and interact with their world. We bring this knowledge to bear on all of our work—from product design and manufacturing techniques to employment practices and service to the community—to support a sustainable world.

Response for National Cooperative Contract - Section 8, Exhibit A

OMNIA PARTNERS EXHIBITS

EXHIBIT A – RESPONSE FOR NATIONAL COOPERATIVE CONTRACT

Early on, Knoll articulated the foundational principles that still shape our culture and practice of sustainability:

1. Protection of the Biosphere
2. Sustainable Use of Natural Resources
3. Waste Reduction and Disposal
4. Conservation
5. Risk Reduction
6. Safe Products and Services
7. Environmental Restoration
8. Informing the Public

Guided by these “Knoll 8,” we have developed new processes, analytic tools and management philosophies to make our business sustainable. We know that transparency and knowledge sharing are essential to this goal. To this end, we work with third-party certifiers to approve our practices and then share those results with the public.

In addition, the Knoll Design for the Environment (DfE) policy established rigorous standards, and means that our products are imagined, designed and manufactured with the environment in mind. The program sets criteria for embodied energy and emissions of materials, defines a minimum for recycled content and mandates low energy consumption and the use of clean technology in manufacturing.

In addition, we also pursue certification from a number of independent, respected third parties, including BIFMA (level), USGBC (LEED), International Living Future Institute (Living Building Challenge/Declare), International WELL Building Institute (WELL Building Standard), UL (GREENGUARD/GREENGUARD Gold), Forest Stewardship Council, and ISO 14001.

G. Describe any diversity programs or partners Company does business with and how Participating Agencies may use diverse partners through the Master Agreement. Indicate how, if at all, pricing changes when using the diversity program.

Knoll has a long-standing diversity supplier program which we monitor on a regular basis to ensure that we are making every effort to maximize inclusion of MWSBES. We submit an annual Summary Subcontract Report to General Services Administration each year to document our performance against our yearly goals. The following narrative documents the Knoll approach to supplier diversity. Diversity subcontracting is part of our culture at Knoll and we are always open to looking at new ideas on how to increase that participation. There are no price changes to the Knoll product lines as a result of diversity subcontracts with our vendors.

Response for National Cooperative Contract - Section 8, Exhibit A

OMNIA PARTNERS EXHIBITS

EXHIBIT A – RESPONSE FOR NATIONAL COOPERATIVE CONTRACT

Participating Agencies have the option to purchase Knoll products on the Omnia Contract directly from our dealer network of approximately 200 authorized Knoll dealers throughout the country. Many of our authorized dealers are MWSBE companies in their respective States – See Dealer List in Supplement Information: Section 8, Exhibit A. In addition, as small independent businesses, our Knoll dealer partners employ their own outreach efforts to subcontract with MWSBE companies in their respective Cities, Counties and States.

Our outreach efforts are documented in the following narrative. These efforts were employed in prior years and will continue to be employed and updated in subsequent years. The products and services Knoll offers to the City of Charlotte on the City of Charlotte/Omnia contract are the same as those that are offered commercially we do not anticipate any change in the present pattern of our subcontracting practices with respect to the types of products and services that we will utilize.

H. Describe any historically underutilized business certifications Company holds and the certifying agency. This may include business enterprises such as minority and women owned, small or disadvantaged, disable veterans, etc.

Knoll does not hold any Underutilized business certifications.

Knoll Diversity Supplier Program - Narrative

Background

Knoll acknowledges its role in social responsibility and in meeting customer requirements. In fulfilling this role, Knoll recognizes an obligation to assist existing and emerging Diversity enterprises in their efforts to obtain reasonable opportunities and greater participation in business activity as a means of improving the general economic and social well-being of Diversity communities.

Policy

It is Knoll policy to select and purchase from outside sources who offer the greatest total value for the products and services purchased. Against the backdrop of this general policy, Knoll also endeavors to identify, qualify and utilize Diversity suppliers to attempt to increase their sales to Knoll.

Objectives

The objectives of this program are:

- + To encourage and assist Diversity suppliers in their efforts to sell products and services to Knoll.
- + To foster an increasing volume of Knoll purchases from Diversity suppliers.
- + To identify potential Diversity suppliers and develop satisfactory working relationships with them.
- + To stimulate affirmative efforts by Knoll management such as sharing expertise and resources where possible.

Implementation

Response for National Cooperative Contract - Section 8, Exhibit A

OMNIA PARTNERS EXHIBITS

EXHIBIT A – RESPONSE FOR NATIONAL COOPERATIVE CONTRACT

Declaration of this policy takes into full consideration that difficulties are likely to arise in finding and qualifying potential Diversity suppliers. Nevertheless, it is the spirit of this program that reasonable efforts be made to overcome such obstacles.

Responsibilities

Each Knoll business and subsidiary is responsible for implementing this program and its stated objectives.

Corporate sourcing will assist Knoll's businesses and subsidiaries in identifying potential Diversity suppliers and in providing other information and guidance to help in the development and implementation of such sourcing programs. Corporate sourcing is responsible for communicating information concerning legislation and government regulations that apply to corporate relationships with Diversity suppliers.

Government Contracts

This policy does not affect compliance with the specific contractual obligations related to Diversity suppliers which are either now in effect or which may be incurred in the future by Knoll business units or subsidiaries performing under contracts with governmental organizations.

Communication of Policy

It is the responsibility of the Senior Vice President, Operations, to communicate this policy to all members of management in their organizations who might be in a position to implement the policy and its objectives.

Minority, Women and Disabled-owned Business Enterprises

A growing number of large corporations (many Knoll clients like Bank of America, Citigroup, Wachovia and Cardinal Health, to name a few) expect their suppliers to participate in programs, policies and initiatives that support small, minority, disabled and/or women-owned businesses. With some clients it is a requirement to do business. With others, it is a critical component in supplier selection. Knoll's success in gaining and/or maintaining business opportunities to sell our products and services to these clients depends upon our commitment and our focused efforts to perform in this area while continuing to provide a quality, comprehensive service solution.

Why Knoll believes this is important to Clients

It is recognized that diversity -- particularly in service industries -- encourages competition, and that supporting economic opportunity has a positive effect on communities by demonstrating a commitment to strengthening local businesses. Just as support of charitable organizations is a decision based on assisting the disadvantaged, support for MWSBE programs demonstrate actions tied to the culture of a client that effect their business decisions and allocation of resources. Ultimately, many clients recognize that support of suppliers in this category will impact their standing in the community and positively contribute to their own business success and profitability.

Primary Components of Knoll Client Requirements for Diversity Reporting

+ The percentage of products and services we buy from MWSBE's.

Response for National Cooperative Contract - Section 8, Exhibit A

OMNIA PARTNERS EXHIBITS

EXHIBIT A – RESPONSE FOR NATIONAL COOPERATIVE CONTRACT

+ Reporting those numbers to the client according to their expectations.

Sample of Supporting Documentation Provided

- + Documenting specific data on suppliers, such as certification agency, expiration date, diversity code (e.g. HM-Hispanic Male, IF-Native American Female, DV-Disabled Veteran, etc.)
- + Calculating “spend” to MWSBE’s suppliers according to the client requirements and submitting detailed reports at specified times during the year.
- + Achieving designated spending goals for products and services to documented MWDBE’s.
- + Participate in “non-spend” activities to demonstrate Knoll’s commitment to supporting MWDBE’s. (e.g. mentoring programs, networking opportunities, scholarships, etc.)

NOTE:

- + Some clients have additional requirements for information related to Knoll Dealers, but most clients count their “spend” with MWSBE Dealers in their own 1st Tier spend; therefore, we do not include those dollars in our reporting.
- + Clients audit our reporting and verify MWSBE certification information.

Outreach Efforts employed by Knoll, Inc.

Knoll uses third party agencies and local purchasing councils to search for and certify any MWSBE Knoll utilizes in support of our client contracts. Agencies include but are not limited to the following list.

- Women’s Business Enterprise National Council
- Association for Service Disabled Veterans
- Women Owned Small Businesses, www.womenbiz.gov
- The Department of Veteran Affairs Office of Small & Disadvantaged Business Utilization, <http://www.va.gov/osdbu/>
- The SBA’s SUB-Net site: <http://web.sba.gov/subnet>
- Small Business Administration's Dynamic Small Business Search http://dsbs.sba.gov/dsbs/search/dsp_dsbs.cfm
- National Minority Supplier Development Council <http://www.nmsdc.org/>
- Minority Business Development Agency in the Department of Commerce <http://www.mbda.gov/>
- Participation in trade fairs and industry meetings

Why Diversity is important to Knoll

Supporting our clients in the manner they define demonstrates that we “listen to our customers” and can deliver on the service they require.

I. Describe how Company differentiates itself from its competitors.

Knoll differentiates itself from its competitors in a number of ways:

Response for National Cooperative Contract - Section 8, Exhibit A

OMNIA PARTNERS EXHIBITS

EXHIBIT A – RESPONSE FOR NATIONAL COOPERATIVE CONTRACT

A Belief in Modern Design: Good design is the foundation of everything we do, expressed through the form and functionality of our products. We balance artistic invention and functional efficiency for workplace performance. Our products serve as the architecture for the workplace, integrating the activity, culture and emotion of the office environment.

A Comprehensive Product Portfolio: Our integrated breadth of product choices, conceived to harmonize together through a cohesive point-of-view and materials palette, is virtually unmatched. Rockwell Unscripted®, our most recent collection, is inspired by the “experienced-based” workplace and the result of a multilayered global workplace research initiative.

Deep Investment in Research and Development: We are stewards of the modern workplace, designing the way the world does business. Knoll committed over \$20 million to research and development in 2017 alone. We share the results of our research with the industry and our clients and apply what we have learned to create cutting-edge product solutions that have transformed the workplace.

A Commitment to Non-Obsolescence: Our commitment to non-obsolescence allows all Knoll systems products to be retrofitted with the latest technological advancements as well as aesthetic advancements. All of our products seamlessly work together through design compatibility and finish/material consistency. Because of this commitment to generating products that endure, our product breadth is unparalleled in its scope and coherence.

An Unsurpassed Ability to Individualize Product: Knoll can individualize product solutions to the specific needs of clients. To ensure that our solution meets your specific needs for the project, Knoll uses a process that incorporates perspectives from multiple constituents within a client organization over a broad range of areas. This helps us to better understand your requirements and tailor our product and service package to meet these needs and requirements. Clients are asked to identify issues important to them relative to real estate, design and facilities management and other concern. These responses serve as the foundation on which we build your unique solution.

A 100% Parts and Labor Warranty: The Knoll warranty is one of the best in our industry. Our warranty completely covers parts and labor from periods of one year to lifetime, depending on the product.

J. Describe any present or past litigation, bankruptcy or reorganization involving Company.

From time to time, Knoll, Inc. is subject to legal proceedings arising in normal course of business. Based upon information currently known to us, we believe the outcome of such proceedings will not have, individually or in the aggregate, a material adverse effect on our business financial condition or results of operations.

K. Felony Conviction Notice: Indicate if the Company

a. is a publicly held corporation and this reporting requirement is not applicable;

Response for National Cooperative Contract - Section 8, Exhibit A

OMNIA PARTNERS EXHIBITS

EXHIBIT A – RESPONSE FOR NATIONAL COOPERATIVE CONTRACT

Knoll is a publicly-held corporation.

L. Describe any debarment or suspension actions taken against Company.

Not applicable

3.2 Distribution, Logistics

A. Describe the full line of Products and Services offered by Company.

Knoll is a constellation of design-driven brands and people, working together with our clients to create inspired modern interiors. Our internationally recognized portfolio includes office systems and ancillary accessories, seating, residential furniture, textiles, leather and architectural and acoustical elements. Our brands reflect our commitment to modern design that meets the diverse requirements of high performance workplaces and luxury interiors.

Knoll is:

Knoll Office

KnollStudio

KnollTextile

KnollExtra

Spinneybeck | FilzFelt

Edelman Leather

HOLLY HUNT

DatesWeiser

Muuto

B. Describe how Company proposes to distribute the Products/Services nationwide. Include any states where Products and Services will not be offered under the Master Agreement, including U.S. Territories and Outlying Areas.

Knoll provides furniture products and services nationwide through over 250 independently-owned, full-service dealers. We manufacture products in North America at four manufacturing sites. Knoll continuously works to offer a consistently strong distribution network through comprehensive, dedicated dealer organizations supported by our Dealer Managers. Each dealer provides a range of services, including project management, technical product support, delivery, installation and maintenance. Taking advantage of the knowledge and talents of local dealers is necessary to ensuring a smooth delivery of our products to all North American markets.

The support and commitment of Knoll's dealer network is vital to the success of any project because of the many intricate details that are unique to every locale. Along with the standard dealer functions—handling, receiving, staging, delivering, installing and following up on our customer's furniture orders—

Response for National Cooperative Contract - Section 8, Exhibit A

OMNIA PARTNERS EXHIBITS

EXHIBIT A – RESPONSE FOR NATIONAL COOPERATIVE CONTRACT

the dealer manages all aspects of the shipping process, including freight forwarding, inspection, claims settlement, and delivery to warehouse or project site.

C. Identify all other companies that will be involved in processing, handling or shipping the Products/Services to the end user.

OMNIA eligible agencies may contract directly with one of our approximately 200 authorized dealers. See Dealer List in Supplemental Information: Section 8, Exhibit A.

D. Provide the number, size and location of Company's distribution facilities, warehouses and retail network as applicable.

Knoll operates two distribution centers strategically located in Allentown, PA and Grand Rapids, MI. Both facilities are capable of processing 80-100 truckloads per week at current staffing levels and both are gated with video security systems. Weekly orders are load planned (consolidated into shipments to optimize in route miles) and a section of the warehouse is designated for that inbound material. Once all of the products are received (and based on the delivery requirements) the product will be sequenced, loaded and shipped to the customer.

If any warehousing services are required near project sites, our dealer partners are prepared to offer such services to our clients.

3.3 Marketing and Sales

A. Provide a detailed ninety-day plan beginning from award date of the Master Agreement describing the strategy to immediately implement the Master Agreement as Company's primary go to market strategy for Public Agencies to Company's teams nationwide, to include, but not limited to:

- i. Executive leadership endorsement and sponsorship of the award as the public sector go-to-market strategy within first 10 days.*
- ii. Training and education of Company's national sales force with participation from the Company's executive leadership, along with the OMNIA Partners team within first 90 days.*

Annually, Knoll management sets the sales goal for the OMNIA Program as one of the elements of growth for Knoll's overall yearly sales growth commitment. The key objective of the Manager of the OMNIA Program is to establish and implement a marketing plan to meet the following assigned goals:

Continue to educate the Knoll and dealer partner salesforce as to the customer benefits of the OMNIA Master Agreement.

Make all possible efforts to include the OMNIA Regional Managers in our sales efforts.

Regularly review the Capital Project List by county with the Knoll Government Managers to ensure the sales process is moving forward and positive to a Knoll solution.

Response for National Cooperative Contract - Section 8, Exhibit A

OMNIA PARTNERS EXHIBITS

EXHIBIT A – RESPONSE FOR NATIONAL COOPERATIVE CONTRACT

- Coordinate with our Architectural and Design Sales Representatives in educating Architectural and Design firms that specialize in servicing county, state and municipal governments, secondary and higher education institutions and non-profit organizations on the benefits of using the OMNIA Contract to meet their customers' needs. This is done through hosting meetings, seminars and attending industry related events with support of our government sales managers, sales associates and the dealer organization.
- Continue the development and distribution of customer project profiles specific to targeted vertical markets of local, county and state governments as well as education institutions nationwide.
- Monitor all sales initiatives on a national basis based on the quarterly sales reports and adjust accordingly.

Knoll has enjoyed a long and very successful association with cooperative purchasing agreements. Our executive leadership recognizes the benefits cooperative purchasing brings to our customers, as well as the sales opportunities the OMNIA Contract can bring to Knoll.

Knoll, if awarded this contract, will continue to utilize the following methods of salesforce education:

- Incorporate a segment on the U.S. Communities program at the National Government Sales Meeting held every two years.
- Host annual OMNIA Partners dealer training nationwide at the Knoll or dealer showrooms using the OMNIA-centric Training Program in coordination with the OMNIA Regional Managers.
- All new Knoll Sales Associates and dealer Sales Associates must be trained on our OMNIA and federal government contracts before they are eligible to sell to the government.
- Require Knoll Government Sales Associates to register with OMNIA to have full access to the website, and to use all the marketing tools available on the website including the posted Master Agreement.
- Require Knoll Sales Associates to keep a copy of the Master Agreement on file, as well as the assigned state statute as support statements when making sales calls to potential customers.
- Provide talking points that articulate the benefits of the OMNIA program over other cooperatives, as well as the fundamental components and benefits of the Knoll contract.
- Offer webcasts on a variety of topics such as the U.S. Communities program, resource updates and the OMNIA Partners website.

B. Provide a detailed ninety-day plan beginning from award date of the Master Agreement describing the strategy to market the Master Agreement to current Participating Public Agencies, existing Public Agency customers of Company, as well as to prospective Public Agencies nationwide immediately upon award, to include, but not limited to:

- i. Creation and distribution of a co-branded press release to trade publications.*

Response for National Cooperative Contract - Section 8, Exhibit A

OMNIA PARTNERS EXHIBITS

EXHIBIT A – RESPONSE FOR NATIONAL COOPERATIVE CONTRACT

ii. Announcement, contract details and contact information published on the Supplier's website within first 90 days.

iii. Design, publication and distribution of co-branded marketing materials within first 90 days.

iv. Commitment to attendance and participation with OMNIA Partners at national (i.e. NIGP Annual Forum, NPI Conference, etc.), regional (i.e. Regional NIGP Chapter Meetings, Regional Cooperative Summits, etc.) and Company-specific trade shows, conferences and meetings throughout the term of the Master Agreement.

v. Commitment to attend, exhibit and participate at the NIGP Annual Forum in an area reserved by OMNIA Partners for partner suppliers. Booth space will be purchased and staffed by Company. In addition, Company commits to provide reasonable assistance to the overall promotion and marketing efforts for the NIGP Annual Forum, as directed by OMNIA Partners.

vi. Design and publication of national and regional advertising in trade publications throughout the term of the Master Agreement.

vii. Ongoing marketing and promotion of the Master Agreement throughout its term (case studies, collateral pieces, presentations, promotions, etc.).

viii. Dedicated OMNIA Partners internet web-based homepage on Company's website with:

- OMNIA Partners standard logo;*
- Copy of original Request for Proposal;*
- Copy of contract and amendments between Principal Procurement Agency and Company;*
- Summary of Products and pricing;*
- Marketing Materials;*
- Electronic link to OMNIA Partners' website including the online registration page; and*
- A dedicated toll-free number and email address for OMNIA Partners.*

Knoll will:

- Continue to engage OMNIA Regional Managers in our sales and marketing plans.
- Continue to cultivate existing customers with ongoing product and service enhancements with regularly scheduled visits and electronic marketing campaigns.
- Continue to focus on the top 25 fastest growing markets.
- Continue to identify Capital Improvement Projects.
- Continue to work with OMNIA's Marketing Team to create new branded marketing campaigns based on targeted market segments and new product introductions.
- Continue to create fresh content (case studies, presentations, promotions case studies and contract information) to be posted on our Knoll / OMNIA Partners microsite.
- Continued participation with OMNIA Partners in regional and national trade shows.
- Continue to post all required Knoll documents to the OMNIA Partners website.

Response for National Cooperative Contract - Section 8, Exhibit A

OMNIA PARTNERS EXHIBITS

EXHIBIT A – RESPONSE FOR NATIONAL COOPERATIVE CONTRACT

C. Describe how Company will transition any existing Public Agency customers' accounts to the Master Agreement available nationally through OMNIA Partners. Include a list of current cooperative contracts (regional and national) Company holds and describe how the Master Agreement will be positioned among the other cooperative agreements.

Knoll holds cooperative purchasing agreements with the following entities:

- GSA Schedule
- State of New York
- State of Utah
- State of Florida
- State of New Mexico
- State of Texas
- State of Alabama
- State of Connecticut
- State of Georgia
- State of Louisiana
- State of Mississippi
- State of Nebraska
- State of New Jersey
- State of North Carolina
- State of South Carolina
- State of Wisconsin
- Commonwealth of Pennsylvania

Knoll will lead with the OMNIA Partners contract as we have with the prior U.S. Communities contract. No state agreement can offer (or will offer) better pricing to an eligible Agency than the pricing the OMNIA Master agreement provides. Knoll government sales training reinforces three key points:

1. The OMNIA contract always offers the best pricing.
2. OMNIA is a competitively solicited contract.
3. There no cost to the Agency for participation.

D. Acknowledge Company agrees to provide its logo(s) to OMNIA Partners and agrees to provide permission for reproduction of such logo in marketing communications and promotions. Acknowledge that use of OMNIA Partners logo will require permission for reproduction, as well.

Knoll agrees to provide its logos to OMNIA Partners for approved reproduction and agrees that use of OMNIA Partners logos will require permission as well.

Response for National Cooperative Contract - Section 8, Exhibit A

OMNIA PARTNERS EXHIBITS

EXHIBIT A – RESPONSE FOR NATIONAL COOPERATIVE CONTRACT

E. Confirm Company will be proactive in direct sales of Company's Products and Services to Public Agencies nationwide and the timely follow up to leads established by OMNIA Partners. All sales materials are to use the OMNIA Partners logo. At a minimum, the Company's sales initiatives should communicate:

- i. Master Agreement was competitively solicited and publicly awarded by a Principal Procurement Agency;*
- ii. Best government pricing;*
- iii. No cost to participate; and*
- iv. Non-exclusive contract.*

Cobranded marketing materials will be used in direct sales activities. We acknowledge that timely follow up to all leads is key to our success.

F. Confirm Company will train its national sales force on the Master Agreement. At a minimum, sales training should include:

- i. Key features of Master Agreement;*
- ii. Working knowledge of the solicitation process;*
- iii. Awareness of the range of Public Agencies that can utilize the Master Agreement through OMNIA Partners; and*
- iv. Knowledge of benefits of the use of cooperative contracts.*

Knoll conducts ongoing training sessions hosted by the five (5) Knoll Directors of Government Sales. Each Director is responsible for training new and existing Knoll and dealer partner sellers in the key features of the Master Agreement, the solicitation process and benefits of using cooperative contracts.

G. Provide the name, title, email and phone number for the person(s), who will be responsible for:

- i. Executive Support;*
- ii. Marketing;*
- iii. Sales;*
- iv. Sales Support;*
- v. Financial Reporting;*
- vi. Accounts Payable; and*
- vii. Contracts.*

- Executive Support: Steve Robinson, Vice President, Government Sales, srobinson@knoll.com, 202-973-0445
- Marketing: David Bright, Senior Vice President, Communications, dbright@knoll.com, 212-343-4135

Response for National Cooperative Contract - Section 8, Exhibit A

OMNIA PARTNERS EXHIBITS

EXHIBIT A – RESPONSE FOR NATIONAL COOPERATIVE CONTRACT

- Sales: Wayne McDorman, Director, Government Sales, wmcorman@knoll.com, 703-501-4855.
- Sales Support: Jennifer Nye, Government Sales Administrator, jnye@knoll.com, 816-349-4048
- Financial Reporting: Barbara Kline, Senior Process Control Analyst, bkline@knoll.com, 215-804-8622
- Accounts Payable: Chuck Shevick, Director, Treasury & Credit, cshevick@knoll.com, 215-679-1873
- Contracts: Andrew Pierce, Director, Contracts, apierce@knoll.com, 215-679-1830

H. Describe in detail how Company's national sales force is structured, including contact information for the highest-level executive in charge of the sales team.

- Paige Roberts, Senior Vice President, Sales, Distribution & Customer Service, proberts@knoll.com, 215-679-1715

See our Executive Leadership Org Chart in Supplement Information: Section 8, Exhibit A

The Knoll National Sales Force is divided into three (3) Divisions: Northern, Western and Southern, each headed by a Divisional Vice President.

Each Division is comprised of Sales Regions, sixteen (16) in total, each one headed by a Regional Director. Each Region is comprised of Knoll Sales Representatives, 120 in total. In addition, twelve (12) of the Regions have dedicated Knoll Education Sales Representatives.

Knoll distribution network is comprised of approx. 200 full line dealership locations covering 50 States and Puerto Rico. Each dealership location has Knoll-trained sales and service teams.

The Knoll Government Sales Team is a separate team formed to drive Knoll sales to Federal, State, and Local agencies. The team is headed by the Vice President of Government Sales. Reporting to the Vice President are four (4) Government Directors and one (1) OMNIA National Program Director. Each Government Director is responsible for public sector sales in their assigned States.

I. Explain in detail how the sales teams will work with the OMNIA Partners team to implement, grow and service the national program.

Response for National Cooperative Contract - Section 8, Exhibit A

OMNIA PARTNERS EXHIBITS

EXHIBIT A – RESPONSE FOR NATIONAL COOPERATIVE CONTRACT

We attribute much of our success with the U.S. Communities contract to the strong relationships and proactive engagement with the US Communities Program Managers. We have continued to implement this strategy with the OMNIA Regional Managers.

The Knoll Government Director is responsible for connecting and implementing sales strategies in conjunction with the OMNIA Municipal and Higher Education Regional Managers in their assigned territories. Strategies can include the following:

- Explaining the benefits of the OMNIA Contract to new participating public agencies.
- Dealer Seller Training
- Knoll Seller Training
- Market Strategy
- Target account and end user identification
- Joint sales calls
- Identifying and attending local trade shows

J. Explain in detail how Company will manage the overall national program throughout the term of the Master Agreement, including ongoing coordination of marketing and sales efforts, timely new Participating Public Agency account set-up, timely contract administration, etc.

The OMNIA National Program Director is responsible for the following:

- Developing an annual OMNIA Business Plan.
- Reaching annual OMNIA sales goal.
- Uncovering Capital Improvement Projects, developing and implementing a Sales Plan for each opportunity. At a minimum, the plans will include the OMNIA Regional Manager, the Knoll Government Director of Sales and the local Knoll and Dealer Sales Representatives.
- Update the Knoll OMNIA microsite quarterly with fresh content, to include new product introductions and research material.
- Identify and implement marketing campaigns to reach selected end user segments.
- Submitting new products and suggested discounts to the City of Charlotte for consideration to include on OMNIA Contact.
- Identifying and reviewing orders received from eligible public agencies to ensure our Contracting Department has assigned the proper OMNIA Contract identification.

K. State the amount of Company's Public Agency sales for the previous fiscal year. Provide a list of Company's top 10 Public Agency customers, the total purchases for each for the previous fiscal year along with a key contact for each.

Top 10 Agencies in 2018:

- Alameda County - \$1,188,475

Response for National Cooperative Contract - Section 8, Exhibit A

OMNIA PARTNERS EXHIBITS

EXHIBIT A – RESPONSE FOR NATIONAL COOPERATIVE CONTRACT

- Princeton University - \$932,877
 - Marilyn Simeone, msimeone@princeton.edu, 609-248-3359
- County of Mecklenburg - \$930,386
- University of Michigan - \$783,558
- Arizona State University - \$723,053
 - Danielle Hensley, Danielle.hensley@asu.edu, 480-965-6260
- Texas A&M - \$600,156
 - Patty Allison, pallison@tamus.edu, 974-458-0688
- County Sacramento Airport - \$519,288
- Harris County - \$833,921
 - Martha Sloan, C.P.M., martha.sloan@pur.hctx.net, 713-274-4433
- Northern Kentucky University - 456,855
- Penn State University - \$244,767
 - Rebecca Fike, raa102@psu.edu, 814-863-4035

L. Describe Company's information systems capabilities and limitations regarding order management through receipt of payment, including description of multiple platforms that may be used for any of these functions.

Currently Knoll utilizes Oracle EBS as its ERP for its Order Management System (Order Entry, Customer Service, Invoicing, and Cash Application) and JD Edwards for its Manufacturing, Planning and Logistics functions. Credit Card, Check, ACH are all valid forms of payment accepted by Knoll. We do not accept cash payments. Card Connect is our payment gateway (Third Party Payment Processor) for credit card payments.

M. Provide the Contract Sales (as defined in Section 10 of the National Intergovernmental Purchasing Alliance Company Administration Agreement) that Company will guarantee each year under the Master Agreement for the initial three years of the Master Agreement ("Guaranteed Contract Sales").

\$.00 in year one

\$.00 in year two

\$.00 in year three

To the extent Company guarantees minimum Contract Sales, the administration fee shall be calculated based on the greater of the actual Contract Sales and the Guaranteed Contract Sales.

Knoll is unable to guarantee the amount of OMNIA Contract Sales each year under the Administration Agreement for the initial three years of the contract. Knoll will be responsible for the administrative fee of the actual OMNIA Contract Sales as defined in the revised Example Administration Agreement.

Response for National Cooperative Contract - Section 8, Exhibit A

OMNIA PARTNERS EXHIBITS

EXHIBIT A – RESPONSE FOR NATIONAL COOPERATIVE CONTRACT

N. Even though it is anticipated many Public Agencies will be able to utilize the Master Agreement without further formal solicitation, there may be circumstances where Public Agencies will issue their own solicitations. The following options are available when responding to a solicitation for Products covered under the Master Agreement.

- i. Respond with Master Agreement pricing (Contract Sales reported to OMNIA Partners).*
- ii. If competitive conditions require pricing lower than the standard Master Agreement not-to-exceed pricing, Company may respond with lower pricing through the Master Agreement. If Company is awarded the contract, the sales are reported as Contract Sales to OMNIA Partners under the Master Agreement.*
- iii. Respond with pricing higher than Master Agreement only in the unlikely event that the Public Agency refuses to utilize Master Agreement (Contract Sales are not reported to OMNIA Partners).*
- iv. If alternative or multiple proposals are permitted, respond with pricing higher than Master Agreement, and include Master Agreement as the alternate or additional proposal.*

When Public Agencies issue their own solicitations, Knoll will respond with Master agreement pricing. If competitive conditions require lower pricing than what is stated in the not-to-exceed Master Agreement, the lower pricing will always be based on the Master agreement. We understand OMNIA Contract pricing is our best price to all eligible Agencies. If a Public Agency does not recognize the OMNIA Master Agreement, a higher price will likely be offered.

Supplemental Information

Section 8, Exhibit A:

- Dealer List
- Minority Women-Owned Dealers
- Executive Leadership Org Chart

KNOLL DEALERS (Knoll and Limited) - Sorted by 1) U.S. 2) Canada & Various Southern Islands

Dealer Name/Address Status JDE# Oracle# DIV REG	Telephone Facsimile	Contact Name	e-mail	July 19, 2019
Alabama				
Business Interiors, Inc., 1141 Lagoon Business Loop, Montgomery, AL 36117 Knoll 1003950 1028 S ATL	PH: (334) 396-4404 FX: (334) 396-4440	Alan Pizzitola	apizzitola@businteriors.com	
Business Interiors, Inc., 799 James Record Road, Suite 2A9, Huntsville, AL 35824 Knoll 1003950 1028 S ATL	PH: (256) 551-0051 FX: (256) 519-2466	Alan Pizzitola	apizzitola@businteriors.com	
Business Interiors, Inc. (HDQ), 2309 5th Avenue South, Birmingham, AL 35233 Knoll 1003950 1028 S ATL	PH: (205) 939-1008 FX: (205) 939-3349	Alan Pizzitola	apizzitola@businteriors.com <i>General e-mail:</i> biinfo@businteriors.com	
Facilities Resource Group, Inc., 6915 Spanish Fort Boulevard, POB 7583, Spanish Fort, AL (Mailing ZIP: 36577) (Physical ZIP: 36527) Knoll 1180807 6095 S MIA	PH: (251) 626-3048 FX: (251) 626-7082	Robin Gentry Nancy Gentry	rgentry@frginteriors.com ngentry@frginteriors.com	
HST Corporate Interiors, LLC, 2309 5th Avenue South, Birmingham, AL 35233 Limited 1280299 8075 S ATL Limitation: GSA and U.S. Communities Only	PH: (205) 939-1008 FX: (205) 939-3349	Larry Carr	lcarr@hstci.com	
Alaska				
Think Office, LLC, 1320 East 68th Avenue, Ste. 101, Anchorage, AK 99518 Knoll 1278464 8031 W SEA	PH: (907) 338-4465 FX: (907) 338-4475	Rod Young	rod@thinkofficellc.com	
Arizona				
Corporate Interior Systems, Inc. (HDQ), 3311 E. Broadway, Suite A, Phoenix, AZ 85040 Knoll 1004696 1085 W PHO	PH: (602) 304-0100 FX: (602) 304-1020	Lisa Johnson	ljohnson@cisinphx.com	
Corporate Interior Systems, Inc., 2000 East Speedway Boulevard, Tucson, AZ 85719 Knoll 1004696 1085 W PHO	PH: (520) 300-6811 FX: (520) 300-6518	Lisa Johnson	ljohnson@cisinphx.com <i>General e-mail:</i> sales@cisinphx.com	
Arkansas				
Calvert McBride, 3811 Planters Road, P.O. Box 6337, Fort Smith, AR 72908 (FedEx ZIP: 72906) Knoll 1004568 1050 S DAL	PH: (479) 646-8311 FX: (479) 646-6036	Kevin McBride	kevinmcbride@calvertmcbride.com	
LaHarpe's Office Furniture, 318 President Clinton Avenue, P.O. Box 3817, Little Rock, AR 72203 (FedEx ZIP: 72201) Knoll 1003917 1025 S DAL	PH: (501) 372-6684 FX: (501) 372-3459	Russell Matchett	rmatchett@laharpes.com	
California				
Desert Business Interiors, 74210 Highway 111, Ste. C, Palm Desert, CA 92260 Knoll 1233387 7038 W LAN	PH: (760) 340-1112 FX: (760) 340-1833	Jason Cason Cathy Galletta	jcason@desertbusinessinteriors.com cgalletta@desertbusinessinteriors.com	
KBM-Hogue (HDQ), 225 West Santa Clara Street, Ste. 1550, San Jose, CA 95113 Knoll 1004145 1036 W SFN	PH: (408) 351-7100 FX: (408) 938-0699	Stan Vuckovich	stan.vuckovich@kbm-hogue.com <i>General e-mail:</i> sales@kbm-hogue.com	
KBM-Hogue, 250 Montgomery Street, Ste. 1400, San Francisco, CA 94104 Knoll 1424229 56212 W SFN	PH: (415) 788-4888 FX: (415) 788-0972	Stan Vuckovich	stan.vuckovich@kbm-hogue.com <i>General e-mail:</i> sales@kbm-hogue.com	
KBM-Hogue, 1610 R Street, Suite 270, Sacramento, CA 95811 Knoll 1424231 56211 W SFN (Can market to GSA/U.S. Communities in the Fresno, CA market as well)	PH: (916) 455-1515 FX: (916) 455-1551	Stan Vuckovich	stan.vuckovich@kbm-hogue.com <i>General e-mail:</i> sales@kbm-hogue.com	
MG West (HDQ), 2 Shaw Alley, 3rd Floor, San Francisco, CA 94105 Knoll 1004146 1037 W SFN <i>Deactivating-working on phase out plan in process.</i>	PH: (415) 284-4800 FX: (415) 284-0150	Andrew Sullivan	andrew@mgwest.com	
MG West, 3945 Freedom Circle, Suite 110, Santa Clara, CA 95054 Knoll 1365613 14232 W SFN <i>Deactivating-working on phase out plan in process.</i>	PH: (408) 883-8022 FX:	Andrew Sullivan	andrew@mgwest.com <i>General e-mail:</i> inquiry@mgwest.com	
RDI (Ibex Enterprises dba), 747 Front Street, Suite 100, San Francisco, CA 94111 Knoll 1067680 3231 W SFN	PH: (415) 777-0202 FX: (415) 777-0941	Ann Pantera	ann.pantera@rdi-sf.com	
Sierra School Equipment Company, 1911 Mineral Court, P.O. Box 80667, Bakersfield, CA 93308-0667 Knoll 1004829 1105 W LAN FedEx/UPS ZIP Code: 93308-6812	PH: (661) 399-2993 FX: (661) 399-0218	Michael McDermott	mikemcdermott@ssecinc.com	
Smart Office Interiors, 601 Pine Avenue, Suite A, Goleta, CA 93117 Knoll 1185387 6173 W LAN	PH: (805) 965-8585 FX: (805) 965-5119	Robert McInerney	robert@smartofficeinteriors.com	
Systems Source, Inc. (HDQ), 4685 MacArthur Court, Suite 100, Newport Beach, CA 92660 Knoll 1004713 56639 W LAN	PH: (949) 852-0920 FX: (949) 852-0929	Rosemarie Smith	rsmith@systems-source.com	
Systems Source, Inc., 601 West 5th Street, STE 400, Los Angeles, CA 90071 Knoll 1004713 56639 W LAN	PH: (310) 234-9814 FX: (310) 234-9434	Rosemarie Smith	rsmith@systems-source.com	
Systems Source, Inc., 530 B Street, Suite 110, San Diego, CA 92101 Knoll 1348590 11168 W LAN	PH: (619) 822-2453 FX:	Rosemarie Smith	rsmith@systems-source.com	
Western Office LA (HDQ), 500 Citadel Drive, Ste. 250, Los Angeles, CA 90040 Knoll 1004143 1035 W LAN	PH: (323) 271-1800 FX: (323) 271-1801	Jonathan Felton	jfelton@westernoffice.com <i>General e-mail:</i> info@westernoffice.com	
Western Office LA, 515 South Figueroa Street, Suite 101, Los Angeles, CA 90071 Knoll 1004143 1035 W LAN	PH: (323) 271-1800 FX:	Jonathan Felton	jfelton@westernoffice.com <i>General e-mail:</i> info@westernoffice.com	
Western Office LA, 611 Anton Boulevard, Suite 350, Costa Mesa, CA 92626 Knoll 1004143 1035 W LAN	PH: (714) 559-7700 FX:	Jonathan Felton	jfelton@westernoffice.com <i>General e-mail:</i> info@westernoffice.com	
Colorado				
ELEMENTS Denver, 2501 Blake Street, Denver, CO 80205 Knoll 1264069 7671 W PHO	PH: (303) 471-4334 FX: (303) 471-4330	Traci Lounsbury	tlounsbury@workplaceelements.com	

KNOLL DEALERS (Knoll and Limited) - Sorted by 1) U.S. 2) Canada & Various Southern Islands

Dealer Name/Address Status JDE# Oracle# DIV REG	Telephone Facsimile	Contact Name	e-mail	July 19, 2019
Connecticut				
Arenson Office Furnishings, Inc. , 300 First Stamford Place, Stamford, CT 06902 Knoll 1005063 1130 N NYC	PH: (203) 348-2900 FX: (203) 348-0055	Carl Milianta	cmilianta@aof.com information@aof.com	
De Clercq Office Group, Ltd. (HDQ) , 112 Rowayton Avenue, Rowayton, CT 06853 Knoll 1102697 4360 N NYC	PH: (203) 831-5007 FX: (203) 831-5010	Dan De Clercq	dan@dog-office.com	
De Clercq Office Group, Ltd. , 1227 Whitney Avenue, Hamden, CT 06517 Knoll 1258074 7538 N BOS	PH: (203) 230-9144 FX: (203) 230-9380	Debra Hopewell De Clercq	deb@dog-office.com	
De Clercq Office Group, Ltd. , 36 Huyshope Avenue, Hartford, CT 06106 Knoll 1258074 7538 N BOS GPS Address: 10 Sequassen Street, Hartford, CT 06106	PH: (860) 969-8050 FX:	Debra Hopewell De Clercq	deb@dog-office.com	
DC				
EvensonBest LLC , 1000 Vermont Avenue NW, 7th Floor, Washington, DC 20005 Knoll 1265224 7701 N WAS	PH: (202) 540-5700 FX: (202) 540-5701	Vernon Evenson	vevenson@evensonbest.com <i>General e-mail:</i> info@evensonbest.com	
MOI, Inc. , 111 K Street NE, 8th Floor, Washington, DC 20002 Knoll 1004365 1043 N WAS	PH: (202) 469-7600 FX: (202) 469-7699	David Noel	dnoel@moii.com <i>General e-mail:</i> info@moii.com	
Delaware				
Corporate Facilities, Inc. , 919 North Market Street, Suite 425, Wilmington, DE 19801 Knoll 1004597 1057 N PHI	PH: (302) 425-3700 FX: No number at this time.	Robert Chevalier	robert@cfi-knoll.com <i>General e-mail:</i> info@cfi-knoll.com	
Florida				
Beaux-Arts Group (HDQ) (Beaux-Arts Installation Group dba) , 400 North Ashley Drive, Suite 800, Tampa, FL 33602-4301 Knoll 1214722 6651 S MIA	PH: (813) 880-8686 FX: (813) 889-8707	Bill Everett Anne Adams Everett	beverett@bagcontract.com aadam@bagcontract.com <i>General e-mail:</i> infotampa@bagcontract.com	
Beaux-Arts Group (Beaux-Arts Installation Group dba) , 13100 Westlinks Terrace, Unit 11, Ft. Myers, FL 33913 Knoll 1214722 6651 S MIA	PH: (239) 280-1399 FX: (239) 225-1430	Bill Everett Anne Adams Everett	beverett@bagcontract.com aadam@bagcontract.com <i>General e-mail:</i> infoftmyers@bagcontract.com	
Beaux-Arts Group (Beaux-Arts Installation Group dba) , 4750 New Broad Street, Suite 150, Orlando, FL 32814 Knoll 1347106 10892 S MIA	PH: (407) 302-0092 FX: (407) 302-3329	Bill Everett Anne Adams Everett	beverett@bagcontract.com aadam@bagcontract.com <i>General e-mail:</i> infoorlando@bagcontract.com	
Beaux-Arts Installation Group Disney , 400 North Ashley Drive, Suite 800, Tampa, FL 33602-4301 Knoll 1337021 9828 S MIA	PH: (813) 880-8686 FX: (813) 889-8707	Bill Everett Anne Adams Everett	beverett@bagcontract.com aadam@bagcontract.com	
Business Interiors, Inc. , 223 West Gregory Street, Pensacola, FL 32502 Knoll 1003950 1028 S ATL	PH: (850) 266-9266 FX: (850) 469-1981	Alan Pizzitola	apizzitola@businteriors.com <i>General e-mail:</i> biinfo@businteriors.com	
CBI , 888 East Las Olas Boulevard, Ste. 600, Ft. Lauderdale, FL 33301 Knoll 1351233 11659 S MIA	PH: (954) 315-3100 FX: (954) 767-0320	David Longo	david.longo@cbi-nc.com <i>General e-mail:</i> cbi@cbi-se.com	
CBI , 6 East Bay Street, Ste. 100, Jacksonville, FL 32202 Knoll 1391646 17569 S MIA	PH: (904) 343-9852 FX: (904) 212-2361	David Longo	david.longo@cbi-nc.com <i>General e-mail:</i> cbi@cbi-se.com	
IFS Business Interiors , 318 North Monroe Street, Tallahassee, FL 32301 Knoll 1035016 2175 S MIA	PH: (850) 536-0888 FX: (850) 536-0890	Christopher Kearney Kelly Kearney	ckearney@ifsbi.com kkearney@ifsbi.com	
Georgia				
Corporate Environments of Georgia, Inc. , 1636 Northeast Expressway, Atlanta, GA 30329 Knoll 1004590 1054 S ATL	PH: (404) 679-8999 FX: (404) 679-8950	Karen Hughes	khughes@corporateenvironments.com	
Mason, Inc. , 2301-B Rowland Avenue, P.O. Box 9944, Savannah, GA 31412 Knoll 1005094 1134 S ATL Physical ZIP: 31404	PH: (912) 232-4192 FX: (912) 234-3654	Joseph Connors, Jr.	jconnors@mason-inc.com	
Hawaii				
Corporate Environments International LLC , 841 Bishop Street, Ste. 1188, Honolulu, HI 96813 Knoll 1019436 1946 W SFN	PH: (808) 526-2825 FX: (808) 526-1762	Michael Yasui	myasui@ceihawaii.com	
Idaho				
Sprague Solutions , 615 West Hays Street, Boise, ID 83702 Knoll 1190431 6262 W SEA	PH: (208) 331-7737 FX: (208) 331-7797	Daniel <i>Sprague</i>	daniel@spraguesolutions.com	
Illinois				
Corporate Concepts, Inc. (HDQ) , 500 Waters Edge, Ste. 200, Lombard, IL 60148 Knoll 1004622 1065 W CHI	PH: (630) 691-8800 FX: (630) 691-8873	Vickie Hansel Larry Zerante Jennifer Cusack	vhansel@corpconc.com lzerante@corpconc.com jcusack@corpconc.com	
Corporate Concepts, Inc. , 205 West Wacker, Suite 2300, Chicago, IL 60606 Knoll 1004622 1065 W CHI	PH: (312) 670-0230 FX: (312) 670-4291	Vickie Hansel Larry Zerante Jennifer Cusack	vhansel@corpconc.com lzerante@corpconc.com jcusack@corpconc.com	
Resource One of Illinois, Ltd. , 321 East Adams, Springfield, IL 62701 Knoll 1003929 1027 W CHI	PH: (217) 753-5742 FX: (217) 753-5748	Cynthia Davis Craig Mannschreck	cdavis@resourceoneoffice.com cmannschreck@resourceoneoffice.com	

KNOLL DEALERS (Knoll and Limited) - Sorted by 1) U.S. 2) Canada & Various Southern Islands

Dealer Name/Address Status JDE# Oracle# DIV REG	Telephone Facsimile	Contact Name	e-mail	July 19, 2019
Indiana				
RJE Business Interiors, Inc. (HDQ) , 621 East Ohio Street, Indianapolis, IN 46202	PH: (317) 293-4051	Dennis Sponsel	dsponsel@rjefurn.com	
Knoll 1004687 1082 S IND	FX: (317) 297-8513			
RJE Business Interiors, Inc. , 301 West Jefferson Boulevard, Fort Wayne, IN 46802	PH: (260) 702-3030	Dennis Sponsel	dsponsel@rjefurn.com	
Knoll 1358619 50260 S IND		<i>General e-mail:</i>	rje@rjefurn.com	
Iowa				
Saxton, Inc. (HDQ) , 600 3rd Street, SE, Ste. 300, Cedar Rapids, IA 52401-2010	PH: (319) 365-6967	Kim Augspurger	kim-augspurger@saxtoninc.com	
Knoll 1004637 1070 W STL	FX: (319) 365-2316			
Saxton, Inc. , 108 Third Street, Suite 100, Des Moines, IA 50309-4733	PH: (515) 244-6116	Kim Augspurger	kim-augspurger@saxtoninc.com	
Knoll 1004639 1072 W STL	FX: (515) 244-6351			
Kansas				
Evologic LLC , 14950 West 86th Street, Lenexa, KS 66215	PH: (913) 894-6273	Trisha Allenbrand	tallenbrand@spacesinc.com	
Knoll 1177680 6033 W STL	FX: (913) 894-8890			
Spaces, Inc. , 14950 West 86th Street, Lenexa, KS 66215	PH: (913) 894-8900	Trisha Allenbrand	tallenbrand@spacesinc.com	
Knoll 1004811 1100 W STL	FX: (913) 894-8890	Chris McCormack	cmccormack@spacesinc.com	
Kentucky				
Happy's of Madisonville, Inc. , 62 South Main Street, Madisonville, KY 42431	PH: (270) 821-6300	Ronnie Vaughn	ronnie@happys.com	
Knoll 1004768 1097 S IND	FX: (270) 821-7801			
RJE Business Interiors, Inc. , 257 East Short Street, Lexington, KY 40507	PH: (859) 231-7774	Dennis Sponsel	dsponsel@rjefurn.com	
Knoll 1428412 59505 S IND	FX: (859) 233-9623		rje@rjefurn.com	
RJE Business Interiors, Inc. , 732 West Main Street, Louisville, KY 40202	PH: (502) 566-3000	Dennis Sponsel	dsponsel@rjefurn.com	
Knoll 1428412 59505 S IND	FX: (502) 785-8400		rje@rjefurn.com	
Louisiana				
AOS Architectural Interiors (Associated Office Systems of Louisiana, Inc. dba), 400 Poydras Street, Ste. 1700, Texaco Center, New Orleans, LA 70130	PH: (504) 561-8400	Shelby Russ, Jr.	s.russ@thinkaos.com	
Knoll 1004723 1090 S HOU	FX: (504) 561-1155		<i>General e-mail:</i>	neworleanssales@a-o-s.net
AOS Architectural Interiors (Associated Office Systems of Louisiana, Inc. dba), One American Place, 301 Main Street, Suite 1610, Baton Rouge, LA 70801	PH: (225) 766-5558	Shelby Russ, Jr.	s.russ@thinkaos.com	
Knoll 1004723 1090 S HOU	FX: (859) 233-9623		<i>General e-mail:</i>	neworleanssales@a-o-s.net
IDI, Inc. (Innovative Intelligent Design, Inc. dba) , 815 West Congress Street, Lafayette, LA 70501	PH: (337) 236-9107	Heather Trosclair	heather@idi4design.com	
Knoll 1005101 1136 S HOU	FX: (337) 236-9108	Byron Trosclair	byron@idi4design.com	
J & P Sales, Inc. , P.O. Box 3929, Shreveport, LA 71133	PH: (318) 635-1551	Judy Conway	judyconway@bellsouth.net	
Knoll 1218002 6726 S HOU <i>FedEx Address:</i> 5158 Interstate Drive, Ste. 309, Shreveport, LA 71109	FX: (318) 635-1584	Prentice Conway		
Maine				
Office Resources, Inc. , 22 York Street, Suite 101, Portland, ME 04101	PH: (207) 775-5344	Paul Fraser	PaulFraser@ori.com	
Knoll 1331601 9588 N BOS	FX: (207) 775-6731	Kevin Barbary	KevinBarbary@ori.com	
Maryland				
MOI, Inc. (Headquarters) , 1801 Porter Street, Suite 100, Baltimore, MD 21230	PH: (443) 780-2000	David Noel	dnoel@moii.com	
Knoll 1004365 1043 N WAS	FX: (443) 780-2000		<i>General e-mail:</i>	BaltimoreOpportunities@moii.com
Massachusetts				
Interior Resources Group, LLC , 810 Boston Turnpike Road, Shrewsbury, MA 01545	PH: (401) 374-8405	Karen Boegemann	kboegemann@irg-mwbe.com	
Limited 1318263 71062 N BOS	FX: (401) 374-8405			
Office Resources, Inc. (HDQ) , 263 Summer Street, Boston, MA 02210	PH: (617) 423-9100	Paul Fraser	PaulFraser@ori.com	
Knoll 1004871 1115 N BOS	FX: (617) 423-5590	Kevin Barbary	KevinBarbary@ori.com	
Office Resources, Inc. , 810 Boston Turnpike Road, Shrewsbury, MA 01545	PH: (508) 719-0219	Paul Fraser	PaulFraser@ori.com	
Knoll 1004871 1115 N BOS	FX: (508) 719-0220	Kevin Barbary	KevinBarbary@ori.com	
		Robert Tenaglia	roberttenaglia@ori.com	
Michigan				
American Interiors Detroit , 29550 Hudson Drive, Novi, MI 48377	PH: (248) 624-2255	Steve Essig	steve@aminteriors.com	
Knoll 1084380 3999 S IND	FX: (248) 624-7755			
Lakeshore Furniture LLC , 450 West Hackley Avenue, Muskegon, MI 49444	PH: (231) 733-0604	Travis Griffith	travisg@lsfurniture.online	
Knoll 1164297 5750 S IND	FX: (231) 733-6502			
Metro Business Interiors, Inc. , 520 West Main Street, P.O. Box 1144, Benton Harbor, MI 49023-1144 (Physical ZIP: 49022)	PH: (269) 926-0911	Matthew Luxem	mattluxem@gmail.com	
Limited 1004721 1089 S IND "Essentials" Only Product	FX: (269) 926-0581			
Michigan Office Design , 26677 West Twelve Mile Road, Suite 165, Southfield, MI 48034	PH: (248) 447-7969	Sarah Jones	sjones@moddesign.net	
Limited 1004866 1113 S IND All Products + Essentials: Wayne County, Blue Cross/Blue Shield, Karmanos, Fanuc Robotics, Henry Ford Health Systems, Continental Teves, Creative Foam & GM Call Centers	FX: (248) 654-1122			
Pinnacle Design (Consumer Office Furniture, Inc. dba), 3700 Bay Road, Saginaw, MI 48603	PH: (989) 790-7240	Sam Shaheen	sam@shaheendevlopment.com	
Knoll 1084383 4000 S IND	FX: (989) 790-1191	Peter Shaheen	peter@shaheendevlopment.com	

KNOLL DEALERS (Knoll and Limited) - Sorted by 1) U.S. 2) Canada & Various Southern Islands

Dealer Name/Address Status JDE# Oracle# DIV REG	Telephone Facsimile	Contact Name	e-mail	July 19, 2019
Minnesota				
Parameters, Ltd., 705 Marquette Avenue, South, Suite 1000, Minneapolis, MN 55402(Mail & Packages)	PH: (952) 903-5200	David Haines	davidh@parameters.com	
Knoll 1004629 1067 W CHI Deliveries & Drop Ship:	FX: (952) 903-5293	Lauri Bolin	lbolin@parameters.com	
Baker Center Loading Dock, Attn: Parameters - 705 Building, STE 1000, 114 South 8th ST, Minneapolis, MN 55402				
			<i>General e-mail:</i>	info@parameters.com
Mississippi				
Spaces Group South, LLC, 6311 Ridgewood Road, Suite E102, Jackson, MS 39211	PH: (601) 472-2000	Carol Johnson	cjohnson@spacesgrp.com	
Knoll 1431366 64606 S ATL UPS/FedEx address: 1060 E County Line Road, #3A-332, Ridgeland, MS 39157	FX:		<i>General e-mail:</i>	info@spacesgrp.com
Missouri				
CI Select (HDQ), 11840 Westline Industrial Drive, Suite 100, St. Louis, MO 63146	PH: (314) 909-1990	Claire Erker	cerker@ciselect.com	
Knoll 1004634 1068 W STL	FX: (314) 909-1911	Brian Heigel	bheigel@ciselect.com	
			<i>General e-mail:</i>	info@ciselect.com
NewGround International, Inc., 15450 South Outer Forty DR, STE 300, Chesterfield, MO 63017	PH: (636) 898-8100	Deanna Schoen	dschoen@newground.com	
Limited 1007057 1143 W STL Major projects controlled by Dealer - All Knoll Product	FX: (636) 898-8111			
Nebraska				
Business World Products of Hastings, Inc., 634 West Second Street, POB 972, Hastings, NE 68902	PH: (402) 463-9660	Michael Schmidt	mschmidt@bwphastings.com	
Knoll 1004914 1120 W STL FedEx/UPS ZIP Code: 68901	FX: (402) 463-9712	Mike Florek	mikef@bwphastings.com	
CI Select, 4614 Dodge Street, Omaha, NE 68132	PH: (402) 925-3200	Claire Erker	cerker@ciselect.com	
Knoll 1428414 59503 W STL	FX:	Brian Heigel	bheigel@ciselect.com	
			<i>General e-mail:</i>	info@ciselect.com
Nevada				
Western Office, 5565 S. Decatur Boulevard, Ste. 108, Las Vegas, NV 89118	PH: (702) 347-5500	Mike Dona	MDona@westernoffice.com	
Knoll 1013146 1813 W PHO	FX: (702) 347-5501	Greg Dona	Gdona@westernoffice.com	
New Hampshire				
Office Resources, Inc., 22 Deer Street, Portsmouth, NH 03801	PH: (603) 645-9808	Paul Fraser	PaulFraser@ori.com	
Knoll 1005154 1140 N BOS	FX: (603) 645-6798	Kevin Barbary	KevinBarbary@ori.com	
		Doug Ellis	dougellis@ori.com	
New Jersey				
Arenson Office Furnishings, Inc., 90 Woodbridge Center Drive, Ste. 160, Woodbridge, NJ 07095-1142	PH: (732) 283-9395	Carl Milianta	cmilianta@aof.com	
Knoll 1004728 1091 N NYC	FX: (732) 283-9198			
CFI GOV LLC, 2129 Chestnut Street, Philadelphia, PA 19103 (Physical: 28 South Broadway, Gloucester City, NJ 08030)	PH: (856) 603-0546	Amanda Chevalier	achevalier@cfinj-Knoll.com	
Limited 1334394 75760 N PHI Limitation: GSA, US Communities & States Government (DE, E. PA and S. NJ)	FX: (856) 662-5787			
Corporate Facilities of New Jersey, 6950 Sherman Lane, Pennsauken, NJ 08110	PH: (856) 662-5200	Amanda Chevalier	achevalier@cfinj-knoll.com	
Knoll 1151479 5428 N PHI	FX: (856) 662-5787		<i>General e-mail:</i>	info@cfi-knoll.com
EvensonBest LLC, 400 Connell Drive, Ste. 2100, Berkeley Heights, NJ 07922	PH: (908) 663-2700	Vernon Evenson	vevenson@evensonbest.com	
Knoll 1192307 6290 N NYC	FX: (908) 663-2701		<i>General e-mail:</i>	info@evensonbest.com
Feigus Office Furniture, 2604 Atlantic Avenue, Suite 100, Wall, NJ 07719	PH: (732) 780-6665	Brad Feigus	brad@feigus.com	
Knoll 1005088 1132 N NYC	FX: (732) 528-7007			
New Mexico				
Workspace Dynamics, Inc., 4711 Lomas Boulevard NE, Albuquerque, NM 87110	PH: (505) 265-7651	Mary Jury	mjury@wsdnm.com	
Knoll 1061756 2837 W PHO	FX: (505) 255-8210			
New York				
A. R. Kropp Co. & Sons (A. R. Kropp LLC d/b/a), 1515-B Fifth Industrial Court, Bay Shore, NY 11706	PH: (631) 549-9240	Tim Kropp	timothykropp@arkshelving.com	
Limited 1443050 79685 N NYC	FX: (631) 423-3661	Greg Kropp	gregkropp@arkshelving.com	
Arenson Office Furnishings, Inc. (HDQ), 1115 Broadway, 6th Floor, New York, NY 10010	PH: (212) 633-2400	Carl Milianta	cmilianta@aof.com	
Knoll 1004594 1055 N NYC	PH: (212) 633-2777		information@aof.com	
Currimbhoy & Cassidy, LLC, 347 West 39th Street, Suite 7W, New York, NY 10018	PH: (212) 967-1868	Nayana Currimbhoy	nayana@currimbhoy-cassidy.com	
Limited 1282750 8143 N NYC Limitation: Limited to servicing one customer, EvensonBest LLC.	FX: (212) 494-0049	Paul Cassidy	paul@currimbhoy-cassidy.com	
David G. Rosen, Inc., 25 South Service Road, Suite 210, Jericho, NY 11753	PH: (516) 333-3535	David Rosen	dgrfurn@optonline.net	
Knoll 1003998 1031 N NYC	FX: (516) 333-0338			
DRB Business Interiors, 153 Regent Street, Saratoga Springs, NY 12866	PH: (518) 306-5233	Daniel Bullis	dbullis@drbbusinessinteriors.com	
Knoll 1275378 7941 N BOS	FX: (518) 306-5256			
EvensonBest LLC (HDQ), 641 Avenue of the Americas, 6th Floor, New York, NY 10011	PH: (212) 549-8000	Vernon Evenson	vevenson@evensonbest.com	
Knoll 1005001 1127 N NYC	FX: (212) 549-8212		<i>General e-mail:</i>	info@evensonbest.com
Global Packing Solutions, 70 East Sunrise Highway, Suite 611, Valley Stream, NY 11581	PH: (516) 568-2080	Emmett Walker	ewalker@glopackllc.com	
Limited 1443053 79688 N NYC	FX: (516) 568-1274	Mitchell Sloane	msloane@glopackllc.com	
Grassroots Contract Interiors, 737 Main Street, Suite 175, Buffalo, NY 14203	PH: (716) 247-5256	Katherine Gunsolus	katherine@gcibuffalo.com	
Knoll 1314997 9059 N BOS Mailing Address: P.O. Box 43, Buffalo, NY 14201	FX: (716) 875-2500	Tim Hutton	tim@gcibuffalo.com	

KNOLL DEALERS (Knoll and Limited) - Sorted by 1) U.S. 2) Canada & Various Southern Islands

July 19, 2019

Dealer Name/Address Status JDE# Oracle# DIV REG	Telephone Facsimile	Contact Name	e-mail
Just the Right Stuff, Inc. , 103 Twin Oaks Drive, Syracuse, NY 13206 Knoll 1328205 9459 N BOS	PH: (315) 433-1309 FX: (315) 463-7118	Dave Constas Neil Greenson	dconstas@justtherightstuff.com ngreeseon@justtherightstuff.com
Kinahan Associates LLC , 8799 Wedgefield Lane, Cicero, NY 13039 Limited 1443052 79687 N BOS	PH: (315) 572-2308 FX:	Kelly Kinahan	kelly@kinahanassociates.com
Lane Office , 256 West 38th Street, 5th Floor, New York, NY 10018 Knoll 1004952 1122 N NYC	PH: (212) 233-4100 FX: (212) 693-2124	Gregory Burke Avery Wasoleck	greg@laneoffice.com avery@laneoffice.com
Marigold Home Inc. , 747 State Route 28, Kingston, NY 12401 Limited 1260214 51514 N NYC <i>Limitation: Limited to servicing one customer, Arenson Office Furnishings.</i>	PH: (845) 338-0800 FX: (845) 338-0811	Maria Mendoza	maria@marigold-home.com
Office Resources, Inc. , 1501 Broadway, Suite 802, New York, NY 10036 Knoll 1004281 1040 N NYC	PH: (212) 704-9848 FX: (212) 944-8264	Paul Fraser Kevin Barbary	PaulFraser@ori.com KevinBarbary@ori.com
Weeks Lerman Group, LLC (The) , 58-38 Page Place, Maspeth, NY 11378 Knoll 1061366 2809 N NYC	PH: (718) 803-5000 FX: (718) 628-7724	Sid Lerman	sid@weekslerman.com
North Carolina			
CBI (HDQ) , 4020 Yancey Road, Charlotte, NC 28217 Knoll 1004647 1075 S CHA	PH: (704) 525-7630 FX: (704) 527-9361	Dave Longo	david.longo@cbi-nc.com
CBI , 625 Oberlin Road, Raleigh, NC 27605 Knoll 1072252 3532 S CHA	PH: (919) 991-1077 FX: (919) 991-1066	Dave Longo	david.longo@cbi-nc.com
CBI , 322 East Chapel Hill Street, Durham, NC 27701 Knoll 1072252 3532 S CHA	PH: no land line FX: no land line	David Longo <i>General e-mail:</i>	david.longo@cbi-nc.com cbi@cbi-nc.com
CBI , 814 Angelo Brothers Avenue, Winston-Salem, NC 27101 Knoll 1231533 6999 S CHA	PH: (336) 724-5194 FX: (336) 727-1049	David Longo Tonya Mayes-Sawyer	david.longo@cbi-nc.com tonya.sawyer@cbi-nc.com
Ohio			
American Interiors, Inc. (HDQ) , 302 S. Byrne Road, Building 100, Toledo, OH 43615 Knoll 1005061 1129 S IND	PH: (419) 535-1808 FX: (419) 535-1899	Steven Essig	steve@aminteriors.com
American Interiors, Inc. , 1001 Lakeside Avenue E, Ste. 150, Cleveland, OH 44114 Knoll 1173153 5944 S IND	PH: (216) 912-1200 FX: (216) 912-1201	Steven Essig	steve@aminteriors.com
O'Reilly Office LLC , 300 Spruce Street, Suite 150, Columbus, OH 43215 Knoll 1347667 11021 S IND <i>Given notice of termination. Final orders to be placed by 5/31/19 and ship by 7/31/19. Punch list through 8/31/19.</i>	PH: (614) 754-1895 FX: (614) 754-1524	Erica O'Reilly Thomas O'Reilly	erica@oreillyoffice.com toreilly@oreillyoffice.com
RJE Business Interiors, Inc. , 623 Broadway Street, Cincinnati, OH 45202 Knoll 1283817 8163 S IND	PH: (513) 641-3700 FX: (513) 641-0744	Dennis Sponsel	dsponsel@rjefurn.com
RJE Business Interiors, Inc. , 234 North 5th Street, Columbus, OH 43215 Knoll 1449839 87407 S IND	PH: (614) 374-5399 FX:	Dennis Sponsel Tarra Aufderheide	dsponsel@rjefurn.com taufderheide@rje-bi.com
Oklahoma			
Bauhaus , 426 East 4th Street, Tulsa, OK 74120 Knoll 1416264 50941 S DAL	PH: (918) 557-9885 FX:	Ron Welch	rwelch@bauhausinteriors.com
Spaces, Inc. , 2801 Coltrane Place, Suite 1, Edmond, OK 73034 Knoll 1065103 3001 S DAL	PH: (405) 216-8800 FX: (405) 216-8802	Alison Hafar Don Henke	alisonhafar@spacesok.com donhenke@spacesok.com
Oregon			
Environments , 707 SE Belmont Avenue, Portland, OR 97214 Knoll 1004596 1056 W SEA	PH: (503) 236-3600 FX: (503) 236-1300	Chris Corrado	chrisc@environmentsnw.com
Workspace (Interior Office Concepts, Inc. dba), 150 N. Bartlett Street, Ste. 100, Medford, OR 97501 Knoll 1059228 2607 W SEA	PH: (541) 776-4043 FX: (541) 776-3812	Justin Steffens	justin@iocteam.com
Pennsylvania			
A. J. Grack Business Interiors , 3364 West 26th Street, Building B, Erie, PA 16506 Knoll 1004733 1095 N PHI	PH: (814) 835-8217 FX: (814) 836-0307	A. J. Grack Dory Grack	ajgrack@ajgrack.com dorygrack@ajgrack.com
Corporate Facilities, Inc. (HDQ) , 2129 Chestnut Street, Philadelphia, PA 19103 Knoll 1004597 1057 N PHI	PH: (215) 279-9999 FX: (215) 279-9445	Robert Chevalier Patricia Dobkin	robert@cfi-knoll.com pdobkin@cfi-knoll.com
Corporate Facilities, Inc. , 300 Brookside Avenue, Building 4, Suite 100, Ambler, PA 19002 Knoll 1004597 1057 N PHI	PH: (215) 279-9999 FX:	Robert Chevalier <i>General e-mail:</i>	robert@cfi-knoll.com info@cfi-knoll.com
Corporate Facilities, Inc. , 401 E. Windy Hill Road, Suite 110, Mechanicsburg, PA 17055 Knoll 1351709 11747 N PHI	PH: (717) 234-1234 FX:	Robert Chevalier	robert@cfi-knoll.com
Corporate Facilities - Lehigh Valley, LLC , 1042 Hamilton Street, Allentown, PA 18101 Knoll 1170077 5905 N PHI	PH: (610) 434-7236 FX: (610) 439-0719	Robert Chevalier Beverley Kahler	robert@cfi-knoll.com beverley@cfilv-knoll.com
Corporate Facilities, Inc. , 119 South Burrowes Street, Ste. 608, State College, PA 16801 Knoll 1351709 11747 N PHI	PH: (717) 234-1234 FX:	Robert Chevalier <i>General e-mail:</i>	robert@cfi-knoll.com info@cfi-knoll.com
Workspace, Inc. , 1900 Lowe Street, Pittsburgh, PA 15220 Knoll 1004870 1114 N PHI	PH: (412) 920-6300 FX: (412) 920-7570	Dawn Sauter David Sauter	dmsauter@workspaceinc.com dsauter@workspaceinc.com

KNOLL DEALERS (Knoll and Limited) - Sorted by 1) U.S. 2) Canada & Various Southern Islands

Dealer Name/Address Status JDE# Oracle# DIV REG	Telephone Facsimile	Contact Name	e-mail	July 19, 2019
Puerto Rico				
Systema (PR), Inc. , 250 F. D. Roosevelt Avenue, San Juan, PR 00918-2311	PH: (787) 751-5775	Rafael Tamayo	rafael@systema.net	
Knoll 1004356 1042 S MIA	FX: (787) 751-1410		sales@systema.net	
Rhode Island				
Sheehans Office Interiors, Inc. (HDQ), 524 Park Avenue, P.O. Box 629, Portsmouth, RI 02871-0629	PH: (401) 683-3150	Jack Sheehan	jsheehan@sheehansoffice.com	
Knoll 1003997 1030 N BOS FedEx/UPS ZIP Code: 02871-4940	FX: (401) 683-4990			
Sheehan's Office Interiors, Inc. , 865 Waterman Avenue, East Providence, RI 02914	PH: (401) 683-3150	Jack Sheehan	jsheehan@sheehansoffice.com	
Knoll 1003997 1030 N BOS	FX:			
South Carolina				
CBI , 526-B King Street, Charleston, SC 29403	PH: (843) 853-8888	Dave Longo	david.longo@cbi-nc.com	
Knoll 1099944 4296 S CHA	FX: (843) 853-3511			
CBI , 205 East Broad Street, Greenville, SC 29601	PH: (864) 404-4200	David Longo	david.longo@cbi-nc.com	
Knoll 1423458 55609 S CHA Use JDE#1332880 for literature orders only)	FX: (864) 478-1234			
Corporate Concepts, Inc. , 2412 Main Street, Columbia, SC 29201-1948	PH: (803) 758-2900	Rutledge Davies	RDavies@CorporateConceptsofSC.com	
Knoll 1004491 1047 S CHA	FX: (803) 758-2904			
Talotta Contract Interiors & Office Furniture USA , 4575 Dickpond RD - Highway 544, Myrtle Beach, SC 29588	PH: (843) 650-5217	Frank Talotta	FrankT@talottainterior.com	
Knoll 1068645 3300 S CHA	FX: (843) 650-2373			
South Dakota				
A&B Business, Inc. , 1600 North A Avenue, Sioux Falls, SD 57104	PH: (605) 335-8520	Dennis Aanenson	dennis.aanenson@abbusiness.com	
Knoll 1350551 11523 W CHI	FX: (605) 335-8942			
Tennessee				
CBI , 128 South Gay Street, Knoxville, TN 37902	PH: (865) 321-4900	David Longo	david.longo@cbi-nc.com	
Knoll 1330630 9545 S CHA	FX: (865) 342-4872	Dean Vance	dean.vance@cbi-tn.com	
CBI , 701 Cherry Street, Ste. 100, Chattanooga, TN 37402	PH: (423) 308-6982	David Longo	david.longo@cbi-nc.com	
Knoll 1330630 9545 S CHA	FX: (423) 376-1257		General e-mail: cbi@cbi-tn.com	
GBI , 7111 Commerce Way, Brentwood, TN 37027	PH: (615) 425-5252	Jay Chawan	jay@gbinashville.com	
Knoll 1382818 16442 S CHA	FX: (615) 425-5250		General e-mail: info@gbinashville.com	
Inspire Business Interiors (TIH Associates, LLC dba) , 725 West Walnut Street, Johnson City, TN 37604	PH: (423) 282-5400	Tracy Johnson	tjohnson@inspirebusinessinteriors.com	
Knoll 1208644 6556 S CHA	FX: (423) 282-6542			
Spaces Group LLC , 7760 Trinity Road, Suite 106, Cordova, TN 38018	PH: (901) 348-4600	Carol Johnson	cjohnson@spacesgrp.com	
Knoll 1293695 8454 S CHA	FX: (901) 395-0039			
Texas				
Bauhaus , 1645 Stemmons Freeway, Suite A, Dallas, TX 75207	PH: (214) 744-5500	Ron Welch	rwelch@bauhausinteriors.com	
Knoll 1004826 1103 S DAL	FX: (214) 744-5503			
Debner+Company , 8020 Katy Freeway, Houston, TX 77024	PH: (713) 782-1300	Tim Debner	timd@debner.com	
Knoll 1004603 1059 S HOU	FX: (713) 782-1332	Cody Debner	codyd@debner.com	
GL Seaman & Company (HDQ) , 4201 International Parkway, Dallas, TX 75007	PH: (214) 764-6400	Bobby Lutz	blutz@glsc.com	
Knoll 1269339 7791 S DAL	FX: (214) 764-6420			
GL Seaman & Company , 2624 Weisenberger Street, Ft. Worth, TX 76107	PH: (817) 336-5400	Bobby Lutz	blutz@glsc.com	
Knoll 1269339 7791 S DAL	FX: (817) 336-5442			
G&S Office Supply, Inc. , 6425 Polaris Drive, Suite 7, POB 452107, Laredo, TX 78045	PH: (956) 722-1773	Ronald Levy	rjlevy1@swbell.net	
Knoll 1069608 3357 S HOU FedEx/UPS ZIP: 78041	FX: (956) 722-7440			
Perry Office Products, Inc. , 1401 North 3rd Street, Temple, TX 76501	PH: (254) 778-4755	Harry Macey, III	harry.macey@perryop.com	
Knoll 1444726 81617 S HOU	FX: (254) 778-0082			
Shelby Distributions, Inc. dba Express Office Products , 29 A Butterfield Trail, El Paso, TX 79906	PH: (915) 590-3050	Julian Grubbs	jgrubbs@expressop.com	
Knoll 1305821 8782 W PHO	FX: (915) 590-3080			
Shelton-Keller Group, Inc. (HDQ) , 6301 East Stassney Lane, Building 9, Ste. 100, Austin, TX 78744-3069	PH: (512) 481-1500	Diana Keller	dkeller@skgtexas.com	
Knoll 1004865 1112 S HOU	FX: (512) 481-1550		General e-mail: info@sheltonkeller.com	
Shelton-Keller Group, Inc. , 1627 Broadway Street, San Antonio, TX 78215	PH: (210) 320-2500	Diana Keller	dkeller@skgtexas.com	
Knoll 1428413 59504 S HOU	FX: no		General e-mail: info@sheltonkeller.com	
Utah				
WorkSpace Elements , 3003 South Highland Drive, Salt Lake City, UT 84106	PH: (801) 746-0271	Timothy Barney	tim@lvp-llc.com	
Knoll 1284046 8166 W SEA	FX: (801) 973-0573			
Virginia				
Cazador, LLC , 13873 Park Center Road, Suite 400N, Herndon, VA 20171	PH: (571) 723-4255	David Hoy	david.hoy@cazador.biz	
Limited 1264703 7682 N WAS Limitation: Veterans Health Administration Indefinite Delivery-Indefinite Quantity Contract only	FX:		General e-mail: cazador.biz	

KNOLL DEALERS (Knoll and Limited) - Sorted by 1) U.S. 2) Canada & Various Southern Islands

July 19, 2019

Dealer Name/Address Status JDE# Oracle# DIV REG	Telephone Facsimile	Contact Name	e-mail
Miller's Supplies at Work , 1154 Martinsburg Pike, Winchester, VA 22603 Knoll 1407590 20202 N WAS	PH: (540) 662-1824 FX: (540) 662-1632	Mark Kelly	mkelly@millersoffice.com
MOI, Inc. , 1051 E. Cary ST, Ste. 101, Richmond, VA 23219 Knoll 1215265 6660 N WAS	PH: (804) 343-0788 FX: (804) 343-0789	David Noel	dnoel@moii.com <i>General e-mail:</i> info@moii.com
MOI, Inc. , Two Columbus Center, 4500 Main Street, Suite 610, Virginia Beach, VA 23462 Knoll 1326159 9396 N WAS	PH: (757) 201-3547 FX: (757) 201-3551	David Noel	dnoel@moii.com <i>General e-mail:</i> info@moii.com
Washington			
Freeform Interiors (Contract Resource Group, Inc. dba), 715 East Sprague Avenue, Suite 40, Spokane, WA 99202 Knoll 1450811 122408 W SEA	PH: (509) 458-0411 FX: (509) 458-0425	Fernando Jauretche	fernando@contractresourcegroup.com
Systems Source, Inc. , 6100 4th Avenue South, Suite 100B, Seattle, WA 98108 Knoll 1357310 54477 W SEA	PH: (206) 285-2208 FX: (206) 701-5306	Rosemarie Smith	rsmith@systemsourced.com
Systems Source, Inc. , 610 West 2nd Avenue, Spokane, WA 99201 Knoll 1357310 54477 W SEA	PH: (509) 209-8855 FX: (509) 209-8856	Rosemarie Smith	rsmith@systemsourced.com
Western Office , 2125 Western Avenue, Suite 400, Seattle, WA 98121 Knoll 1228041 6929 W SEA	PH: (206) 876-1400 FX: (206) 876-1401	Mike Dona	MDona@westernoffice.com
Western Office (for Spokane, Washington territory orders) (Contact the Seattle office with questions.) Knoll 1326786 9418			
West Virginia			
B. Stanley Gill, Inc. , 1119 Jefferson Road, South Charleston, WV 25309-9780 Knoll 1004094 1034 N WAS	PH: (304) 746-5200 FX: (304) 746-5203	Brian Legg	Bstanleygill@aol.com
Wisconsin			
Creative Business Interiors, Inc. (HDQ) , 1535 South 101st Street, Milwaukee, WI 53214 Knoll 1004680 1081 W CHI	PH: (414) 545-8500 FX: (414) 545-8588	John Norfolk	jnorfolk@creativebusinessinteriors.com
Creative Business Interiors, Inc. , 201 Moravian Valley Road, Ste. A, Waunakee, WI 53597 Knoll 1005119 1137 W CHI	PH: (608) 249-0904 FX: (608) 249-7350	John Norfolk	jnorfolk@creativebusinessinteriors.com
Systems Furniture, Inc. , 125 South Broadway, De Pere, WI 54115 Knoll 1003970 1029 W CHI	PH: (920) 336-1510 FX: (920) 336-4008	Curtis Beilke	curt.beilke@sysfurniture.com sales@sysfurniture.com

KNOLL DEALERS (Knoll and Limited) - Sorted by 1) U.S. 2) Canada & Various Southern Islands

Dealer Name/Address Status JDE# Oracle# DIV REG	Telephone Facsimile	Contact Name	e-mail	July 19, 2019
INTERNATIONAL LOCATIONS				
Bermuda				
Diversified Services Bermuda Ltd., P.O. Box HM 1877, Hamilton HM 11 Bermuda	PH: (441) 295-9253	Alan McKay	amckay@diversifiedbda.com	
Knoll 1004690 51520 CAN CCA FedEX/UPS Address: Suite 305, International Center, 26 Bermudiana Road	FX: (441) 295-5524	General e-mail: cyoung@diversifiedbda.com		
Canada				
Alberta				
ELEMENT Integrated Workplace Solutions Ltd., 140, 4411 - 6th Street SE, Calgary, AB T2G 4E8, Canada	PH: (403) 444-7390	Greg Forsgren	gforsgren@elementiws.com	
Knoll 1174467 5965 CAN CCA	FX: (403) 243-4808			
Innerspaces Business Furnishings, Inc., 10260 - 106th Street, Edmonton, AB T5J 1H7 Canada	PH: (780) 428-1083	Dennis Mozak	dmozak@synergybuilds.com	
Knoll 1134515 5048 CAN CCA	FX: (780) 426-6420	Jeff Cherniawski	jeffc@innerspaces.ca	
British Columbia				
Blackburn Young Office Solutions, Inc., 100 - 1111 Melville Street, Vancouver, BC V6E 3V6 Canada	PH: (604) 696-2220	Michael Blackburn	mblackburn@blackburnyoung.com	
Knoll 1261145 7615 CAN CCA	FX: (604) 696-6422			
Hub Office Furniture, Inc., #115-1631 Dickson Avenue, Kelowna, BC V1Y 0B5 Canada	PH: (250) 808-5811	Jules Galloway	jules@hubofficefurniture.com	
Knoll 1442381 78758 CAN CCA	FX: Joanne King	jo@hubofficefurniture.com		
Systems Source, Inc.	PH: (206) 285-2208	Rosemarie Smith	rsmith@systemssource.com	
Limited 1407123 56703 CAN CCA Limitation: Microsoft Canada	FX: (206) 624-2460			
Manitoba				
First Avenue Office Furnishings, Ltd., 976 Dugald Road, Winnipeg, MB R2J 0G9 Canada	PH: (204) 237-9615	Claudette Medway	claudette@firstavenueoffice.com	
Knoll 1004644 1074 CAN CCA	FX: (204) 237-9627			
Nova Scotia				
interSPACE Resource Group, Inc., 63 McQuade Lake Crescent, Bayers Lake, Halifax, NS B3S 1C4 Canada	PH: (902) 421-2116	C. Terry Wilson	twilson@interspace.ca	
Knoll 1217938 6723 CAN CCA	FX: (902) 425-3517			
Ontario				
Burovision, Inc., 300 Sparks Street, Ste. 230, Ottawa, ON K1R 7S3 Canada	PH: (613) 722-1833	Clark Moland	clark@burovision.com	
Knoll 1392321 17655 CAN CCA	FX: Luciano Ricciuti	luciano@burovision.com		
		General e-mail: info@burovision.com		
Drechsel Business Interiors (HDQ), 400 Oakdale Road, Downsview, ON M3N 1W5 Canada	PH: (416) 740-7120	Tova Drechsel	tova.drechsel@drechsel.com	
Knoll 1004673 1078 CAN CCA	FX: (416) 748-9682	Chris White	chris.white@drechsel.com	
Drechsel Business Interiors, 53 Jarvis Street, Toronto, ON M5C 2H2 Canada	PH: (416) 740-7123 x30	Tova Drechsel	tova.drechsel@drechsel.com	
Knoll 1004673 1078 CAN CCA (Use 1327067 to order literature/samples for this location only).	FX: (416) 645-0502	Chris White	chris.white@drechsel.com	
Triad Office Interiors, 3345 N. Service Road, Unit 100, Burlington, ON L7N 3G2 Canada	PH: (905) 331-8244	Todd McGauley	todd@triadoffice.ca	
Knoll 1198001 6389 CAN CCA	FX: (905) 331-8544			
Triad Office Interiors, 40 Weber Street East, Kitchener, ON N2H 6R3 Canada	PH: (905) 331-8244	Todd McGauley	todd@triadoffice.ca	
Knoll 1436168 70923 CAN CCA	FX: (905) 331-8544	General e-mail: info@triadoffice.ca		
Quebec				
Burovision, Inc., 625 avenue du President Kennedy, Niveau Mezzanine, Montreal, QC H3A 1K2 Canada	PH: (514) 481-1833	Renzo Fraraccio	renzo@burovision.com	
Knoll 1060366 2705 CAN CCA	FX: (514) 481-2010	Alexandra Choquette	alexandra@burovision.com	
Saskatchewan				
Avanti Office Products, 1245 Osler Street, Regina, SK S4R 1W4 Canada	PH: (306) 359-3108	Mauro Montanini	mauro@avantioffice.com	
Knoll 1004732 1094 CAN CCA	FX: (306) 525-5191			
Cayman Islands				
IRG Interior Spaces Ltd., One Artillery Court, Shedden RD, PO 2390, George Town, Cayman Islands, KY1-1105	PH: (345) 623-1111	Jeremy Hurst	jeremy@irg.ky	
Limited 1004945 1121 S MIA All Knoll Products	FX: (345) 623-1112			
West Indies				
Business Supply Group Ltd. (The) - BOSS Division, 8 Fernandes Industrial Center, Eastern Main Road, Laventille, Trinidad, West Indies	PH: (868) 626-0258	Gordon Dalla Costa	gdallacosta@bosstrinidad.com	
Knoll 1349258 11292 S MIA	FX: (868) 626-1945	General e-mail: sales@bosstrinidad.com		

Minority-Owned Dealerships (Page 1 of 1)

Cazador, LLC (Limited Customer Access)
13873 Park Center RD, STE 400N
Herndon, VA 20171

Principal: David H. Hoy
Telephone: (571) 723-4255
www.cazador.biz

Alaska Native-Owned (ANC). Small disadvantaged and minority-owned business.

Corporate Environments International LLC
841 Bishop Street, Ste. 1188
Honolulu, HI 96813

Principal: Michael Yasui
Telephone: (808) 526-2825
Facsimile: (808) 526-1762

Small Disadvantaged Business in accordance with 13 CFR Part 124. Veteran-owned small business in accordance with 38 CFR Part 74.

GBI
7111 Commerce Way
Brentwood, TN 37027

Principal: Jay Chawan
Telephone: (615) 425-5252
Facsimile: (615) 425-5250

Small disadvantaged business in accordance with 13 CFR Part 124.

IDI, Inc.
815 West Congress Street
Lafayette, LA 70501

Principal: Heather Trosclair
Telephone: (337) 236-9107
Facsimile: (337) 236-9108

Small disadvantaged business in accordance with 13 CFR Part 124. Woman-owned small business in accordance with 13 CFR Part 127.

Marigold Home Inc. (Limited Customer Access)
747 State Route 23
Kingston, NY 12401

Principal: Maria Mendoza
Telephone: (845) 338-0800
Facsimile: (845) 338-0811

HUBZone Small Business certified by SBA in accordance with 13 CFR Part 126. Woman-owned small business in accordance with 13 CFR Part 127. Limited access via dealer, Arenson Office-NYC.

Michigan Office Design (Limited Customer Access)
26677 West Twelve Mile Road, Suite 165
Southfield, MI 48034l

Principal: Sarah Jones
Telephone: (248) 447-7969
Facsimile: (248) 654-1122

Michigan Minority Business Development Council-rolling up to National Minority Council. Woman-owned status certified through the National Women Business Owners Corporation.

Shelby Distributions, Inc.
dba Express Office Products
29A Butterfield Trail
El Paso, TX 79906

Contact: Scott Norwood
Telephone: (915) 590-3050
Facsimile: (915) 590-3030

Small disadvantaged business in accordance with 13 CFR Part 124. Woman-owned small business in accordance with 13 CFR Part 127. Veteran-owned small business in accordance with 38 CFR Part 74. Service-disabled veteran-owned small business in accordance with 13 CFR Part 125.8.

Systema (PR), Inc.
250 F. D. Roosevelt Avenue
San Juan, PR 00918

Principal: Rafael Tamayo
Telephone: (787) 751-5775
Facsimile: (787) 751-1410

Knoll, Inc.

Printed: July 19, 2019

Veteran-Owned Dealerships (Page 1 of 1)

Corporate Environments International LLC
841 Bishop Street, Ste. 1188
Honolulu, HI 96813

Principal: Michael Yasui
Telephone: (808) 526-2825
Facsimile: (808) 526-1762

Veteran-owned small business in accordance with 38 CFR Part 74. Small disadvantaged business in accordance with 13 CFR Part 124.

Shelby Distributions, Inc.
dba Express Office Products
29A Butterfield Trail
El Paso, TX 79906

Contact: Scott Norwood
Telephone: (915) 590-3050
Facsimile: (915) 590-3030

Small disadvantaged business in accordance with 13 CFR Part 124. Woman-owned small business in accordance with 13 CFR Part 127. Veteran-owned small business in accordance with 38 CFR Part 74. Service-disabled veteran-owned small business in accordance with 13 CFR Part 125.8.

Think Office, LLC
1320 E 68th Avenue #101
Anchorage, AK 99518

Principal: Rod Young
Telephone: (907) 338-4465

Veteran-owned small business in accordance with 38 CFR Part 74.

Knoll, Inc.

Printed: July 19, 2019

Women-Owned Dealerships (Page 1 of 5)

Corporate Concepts, Inc.
500 Water Edge, Ste. 200
Lombard, IL 60148

Principal: Vickie Hansel
Telephone: (630) 691-8800
Facsimile: (630) 691-8873

Woman-owned small business in accordance with 13 CFR Part 127.

Corporate Concepts, Inc.
205 W. Wacker, Suite 2300
Chicago, IL 60606

Principal: Vickie Hansel
Telephone: (312) 670-0230
Facsimile: (312) 670-4291

Woman-owned small business in accordance with 13 CFR Part 127.

Corporate Environments
1636 Northeast Expressway
Atlanta, GA 30329

Principal: Karen Hughes
Telephone: (404) 679-8999
Facsimile: (404) 679-8950

WBENC

Corporate Facilities of New Jersey
2129 Chestnut Street
Philadelphia, PA 19103

Principal: Amanda Chevalier
Telephone: (215) 279-9999
Facsimile:

Woman-owned small business in accordance with 13 CFR Part 127.

Corporate Interior Systems, Inc.
3311 E. Broadway, Ste A
Phoenix, AZ 85040

Principal: Lisa K. Johnson
Telephone: (602) 304-0100
Facsimile: (602) 304-1020

Woman-owned small business in accordance with 13 CFR Part 127.

Corporate Interior Systems, Inc.
2000 East Speedway Boulevard
Tucson, AZ 85719

Principal: Lisa K. Johnson
Telephone: (520) 300-6811
Facsimile: (520) 300-6518

Woman-owned small business in accordance with 13 CFR Part 127.

Currimbhoy & Cassidy LLC (Limited Customer Access)
347 West 39th Street, Suite 7W
New York, NY 10018

Principal: Nayana Currimbhoy
Telephone: (212) 967-1868
Facsimile: (212) 494-0049

Woman-owned small business in accordance with 13 CFR Part 127. WBENC, WOSB, NMDC. Limited access via dealer, EvensonBest-NYC.

De Clercq Office Group, Ltd.
1227 Whitney Avenue
Hamden, CT 06517

Principal: Debra Hopewell De Clercq
Telephone: (203) 230-9114
Facsimile: (203) 230-9380

Woman-owned small business in accordance with 13 CFR Part 127.

De Clercq Office Group, Ltd.
36 Huyshope Avenue
Hartford, CT 06106

Principal: Debra Hopewell De Clercq
Telephone: (860) 969-8050
Facsimile:

Woman-owned small business in accordance with 13 CFR Part 127.

Knoll, Inc.

Printed: July 19, 2019

Women-Owned Dealerships (Page 2 of 5)

DRB Business Interiors
153 Regent Street
Saratoga Springs, NY 12866

Principal: Dorothy Rogers-Bullis
Telephone: (518) 306-5233
Facsimile: (518) 306-5256

New York WBE

ELEMENTS
2501 Blake Street
Denver, CO 80205

Principal: Traci Lounsbury
Telephone: (303) 471-4334
Facsimile: (303) 471-4330

Woman-owned small business in accordance with 13 CFR Part 127.

Facilities Resource Group, Inc.
6915 Spanish Fort Boulevard
Spanish Fort, AL 36527

Principal: Nancy Gentry
Telephone: (251) 626-3048
Facsimile: (251) 626-7082

Woman-owned small business in accordance with 13 CFR Part 127.

G & S Office Supply, Inc.
6425 Polaris Drive, Suite 7
Laredo, TX 78041

Principal: Ronald Levy
Telephone: (956) 722-1773
Facsimile: (956) 722-7440

Woman-owned small business in accordance with 13 CFR Part 127.

Grassroots Contract Interiors, LLC
737 Main Street, Suite 175
Buffalo, NY 14203

Principal: Katherine Gunsolus
Telephone: (716) 247-5256
Facsimile: (716) 875-2500

75% Woman-owned

Hub Office Furniture, Inc.
#115 1631 Dickson Avenue
Kelowna, BC V1Y 0B5
Canada

Principal: Joanne King
Telephone: (250) 808-5811

Woman-owned business

IDI, Inc.
815 West Congress Street
Lafayette, LA 70501

Principal: Heather Trosclair
Telephone: (337) 236-9107
Facsimile: (337) 236-9108

Small disadvantaged business in accordance with 13 CFR Part 124. Woman-owned small business in accordance with 13 CFR Part 127.

IFS Business Interiors
318 North Monroe Street
Tallahassee, FL 32301

Principal: Kelly Kearney
Telephone: (850) 536-0888
Facsimile: (850) 536-0890

Woman-Owned Small Business in accordance with 13 CFR Part 127.

Inspire Business Interiors
725 West Walnut Street
Johnson City, TN 37604

Principal: Tracy Johnson
Telephone: (423) 282-5400
Facsimile: (423) 282-6542

Woman-owned small business in accordance with 13 CFR Part 127.

Knoll, Inc.

Printed: July 19, 2019

Women-Owned Dealerships (Page 3 of 5)

Interior Resources Group, LLC (Limited Customer Access)
810 Boston Turnpike Road
Shrewsbury, MA 01545

Principal: Karen Boegemann
Telephone: (401) 387-8405

J & P Sales, Inc.
5158 Interstate Drive, Ste. 309
Shreveport, LA 71109

Principal: Judy Conway
Telephone: (318) 635-1551

Woman-owned small business in accordance with 13 CFR Part 127.

LaHarpe's Office Furniture
318 President Clinton Avenue
Little Rock, AR 72203

Principal: Rusty Matchett
Telephone: (501) 372-6684
Facsimile: (501) 372-3459

Woman-owned small business in accordance with 13 CFR Part 127.

Marigold Home Inc. (Limited Customer Access)
747 State Route 23
Kingston, NY 12401

Principal: Maria Mendoza
Telephone: (845) 338-0800
Facsimile: (845) 338-0811

HUBZone small business certified by SBA in accordance with 13 CFR Part 126. Woman-owned small business in accordance with 13 CFR Part 127. Limited access via dealer, Arenson Office-NYC.

Michigan Office Design (Limited Customer Access)
26677 West Twelve Mile Road, Suite 165
Southfield, MI 48034

Principal: Sarah Jones
Telephone: (248) 447-7969
Facsimile: (248) 654-1122

Michigan Minority Business Development Council-rolling up to National Minority Council. Woman-owned status certified through the National Women Business Owners Corporation.

Miller's Supplies at Work
1154 Martinsburg Pike
Winchester, VA 22603

Principal: Patricia Miller
Telephone: (540) 662-1824
Facsimile: (540) 662-1632

Woman-owned small business in accordance with 13 CFR Part 127.

Perry Office Products, Inc.
1401 North 3rd Street
Temple, TX 76501

Principal: Debra J. Macey
Telephone: (254) 778-4755

Woman-owned.

RDI
747 Front Street, Suite 100
San Francisco, CA 94111

Principal: Ann Pantera
Telephone: (415) 777-0202
Facsimile: (415) 777-0941

Woman-owned small business in accordance with 13 CFR Part 127.

Knoll, Inc.

Printed: July 19, 2019

Women-Owned Dealerships (Page 4 of 5)

Resource One of Illinois, Inc.
321 East Adams
Springfield, IL 62701

Principal: Cynthia A. Davis
Telephone: (217) 753-5742
Facsimile: (217) 753-5748

Woman-owned small business in accordance with 13 CFR Part 127.

Saxton, Inc.
108 Third Street, Ste. 100
Des Moines, IA 50309-4733

Principal: Kim Augspurger
Telephone: (515) 244-6116
Facsimile: (515) 244-6351

Woman-owned small business in accordance with 13 CFR Part 127.

Saxton, Inc.
600 3rd Street, Ste. 300
Cedar Rapids, IA 52401-2010

Principal: Kim Augspurger
Telephone: (319) 365-6967
Facsimile: (319) 365-2316

Woman-owned small business in accordance with 13 CFR Part 127.

Shelby Distributions, Inc.
dba Express Office Products
29A Butterfield Trail
El Paso, TX 79906

Contact: Scott Norwood
Telephone: (915) 590-3050
Facsimile: (915) 590-3030

Small disadvantaged business in accordance with 13 CFR Part 124. Woman-owned small business in accordance with 13 CFR Part 127. Veteran-owned small business in accordance with 38 CFR Part 74. Service-disabled veteran-owned small business in accordance with 13 CFR Part 125.8.

Spaces Group LLC
7760 Trinity Road, Suite 106
Cordova, TN 38018

Principal: Carol Johnson
Telephone: (901) 348-4600
Facsimile: (901) 395-0039

Woman-owned.

Spaces Group South, LLC
6311 Ridgewood Road, Suite E102
Jackson, MS 39211

Principal: Carol Johnson
Telephone: (601) 472-2000

Woman-owned.

Systems Source, Inc.
4685 MacArthur Court, Suite 100
Newport Beach, CA 92660

Principal: Rosemarie Smith
Telephone: (949) 852-0920
Facsimile: (949) 852-0929

Certified as a Women's Business Enterprise by the Women's Business Enterprise Council – West. Small Business as validated by the SBA-Standard for NAICS 423210.

Knoll, Inc.

Printed: July 19, 2019

Women-Owned Dealerships (Page 5 of 5)

Systems Source, Inc.
601 West 5th Street, Suite 400
Los Angeles, CA 90071

Principal: Rosemarie Smith
Telephone: (310) 234-9814
Facsimile: (310) 234-9434

Certified as a Women's Business Enterprise by the Women's Business Enterprise Council – West. Small Business as validated by the SBA-Standard for NAICS 423210.

Systems Source, Inc.
530 B Street, Suite 110
San Diego, CA 92101

Principal: Rosemarie Smith
Telephone: (619) 822-2453

Certified as a Women's Business Enterprise by the Women's Business Enterprise Council – West. Small Business as validated by the SBA-Standard for NAICS 423210.

Systems Source, Inc.
6100 4th Avenue South, Suite 100B
Seattle, WA 98108

Principal: Rosemarie Smith
Telephone: (206) 285-2208
Facsimile: (206) 701-5306

Certified as a Women's Business Enterprise by the Women's Business Enterprise Council – West. Small Business as validated by the SBA-Standard for NAICS 423210.

Systems Source, Inc.
610 West 2nd Avenue
Spokane, WA 99201

Principal: Rosemarie Smith
Telephone: (509) 209-8855
Facsimile: (509) 209-8856

Certified as a Women's Business Enterprise by the Women's Business Enterprise Council – West. Small Business as validated by the SBA-Standard for NAICS 423210.

Workscape, Inc.
1900 Lowe Street
Pittsburgh, PA 15220

Principal: Dawn Sauter
Telephone: (412) 920-6300
Facsimile: (412) 920-7570

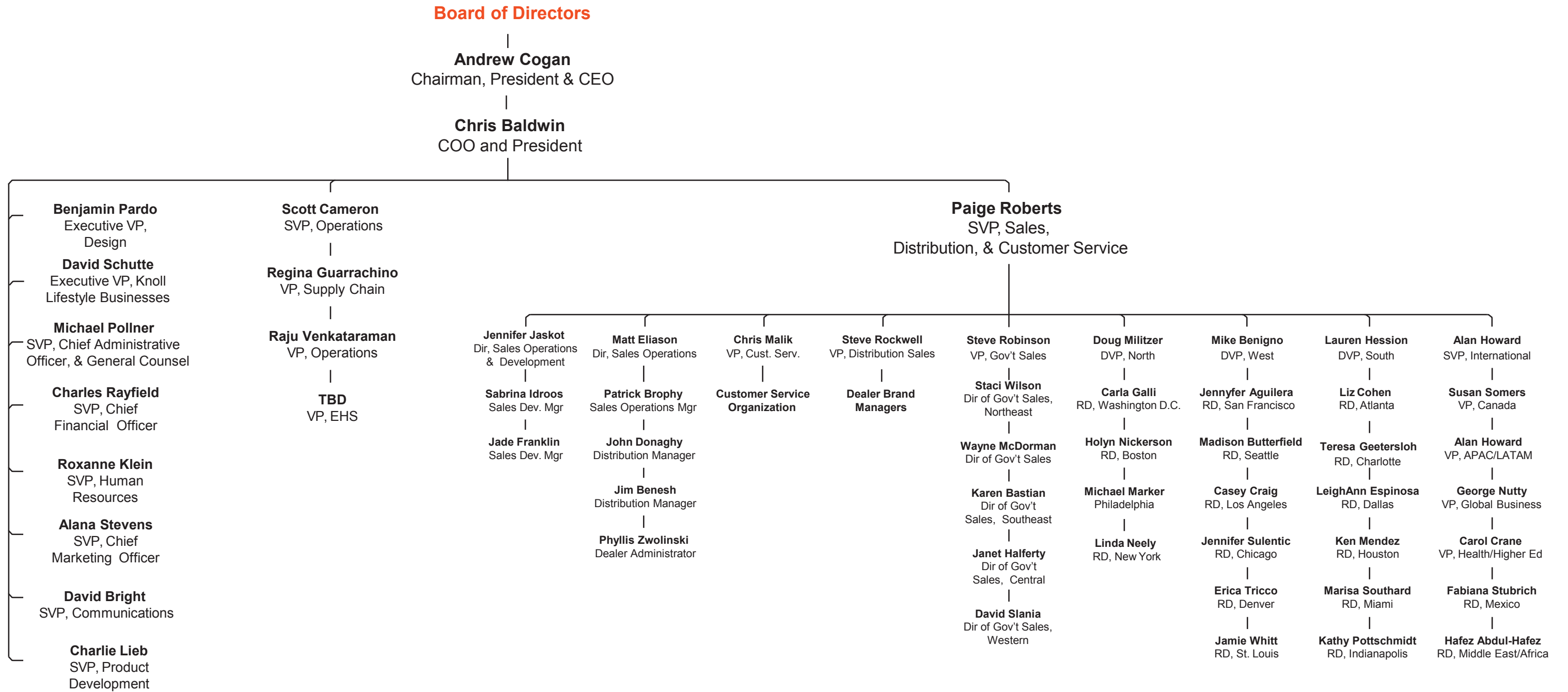
Woman-owned small business in accordance with 13 CFR Part 127.

Workspace Dynamics, Inc.
4711 Lomas Boulevard NE
Albuquerque, NM 87110

Principal: Mary Jury
Telephone: (505) 254-2000
Facsimile: (505) 255-8210

Woman-owned small business in accordance with 13 CFR Part 127.

Your Knoll Team - Executive Leadership



OMNIA Partners Requirements - Exhibit F**OMNIA PARTNERS EXHIBITS
EXHIBIT F- FEDERAL FUNDS CERTIFICATIONS****FEDERAL CERTIFICATIONS****ADDENDUM FOR AGREEMENT FUNDED BY U.S. FEDERAL GRANT****TO WHOM IT MAY CONCERN:**

Participating Agencies may elect to use federal funds to purchase under the Master Agreement. This form should be completed and returned with proposal.

The following certifications and provisions may be required and apply when a Participating Agency expends federal funds for any purchase resulting from this procurement process. Pursuant to 2 C.F.R. § 200.326, all contracts, including small purchases, awarded by the Participating Agency and the Participating Agency's subcontractors shall contain the procurement provisions of Appendix II to Part 200, as applicable.

APPENDIX II TO 2 CFR PART 200

(A) Contracts for more than the simplified acquisition threshold currently set at \$150,000, which is the inflation adjusted amount determined by the Civilian Agency Acquisition Council and the Defense Acquisition Regulations Council (Councils) as authorized by 41 U.S.C. 1908, must address administrative, contractual, or legal remedies in instances where contractors violate or breach contract terms, and provide for such sanctions and penalties as appropriate.

Pursuant to Federal Rule (A) above, when a Participating Agency expends federal funds, the Participating Agency reserves all rights and privileges under the applicable laws and regulations with respect to this procurement in the event of breach of contract by either party.

Does offeror agree? YES _____ Initials of Authorized Representative of offeror

(B) Termination for cause and for convenience by the grantee or subgrantee including the manner by which it will be effected and the basis for settlement. (All contracts in excess of \$10,000)

Pursuant to Federal Rule (B) above, when a Participating Agency expends federal funds, the Participating Agency reserves the right to immediately terminate any agreement in excess of \$10,000 resulting from this procurement process in the event of a breach or default of the agreement by Offeror in the event Offeror fails to: (1) meet schedules, deadlines, and/or delivery dates within the time specified in the procurement solicitation, contract, and/or a purchase order; (2) make any payments owed; or (3) otherwise perform in accordance with the contract and/or the procurement solicitation. Participating Agency also reserves the right to terminate the contract immediately, with written notice to offeror, for convenience, if Participating Agency believes, in its sole discretion that it is in the best interest of Participating Agency to do so. Offeror will be compensated for work performed and accepted and goods accepted by Participating Agency as of the termination date if the contract is terminated for convenience of Participating Agency. Any award under this procurement process is not exclusive and Participating Agency reserves the right to purchase goods and services from other offerors when it is in Participating Agency's best interest.

Does offeror agree? YES _____ Initials of Authorized Representative of offeror

(C) Equal Employment Opportunity. Except as otherwise provided under 41 CFR Part 60, all contracts that meet the definition of "federally assisted construction contract" in 41 CFR Part 60-1.3 must include the equal opportunity clause provided under 41 CFR 60-1.4(b), in accordance with Executive Order 11246, "Equal Employment Opportunity" (30 CFR 12319, 12935, 3 CFR Part, 1964-1965 Comp., p. 339), as amended by Executive Order 11375, "Amending Executive Order 11246 Relating to Equal Employment Opportunity," and implementing regulations at 41 CFR part 60, "Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor."

OMNIA Partners Requirements - Exhibit F

Pursuant to Federal Rule (C) above, when a Participating Agency expends federal funds on any federally assisted construction contract, the equal opportunity clause is incorporated by reference herein.

Does offeror agree to abide by the above? YES _____ Initials of Authorized Representative of offeror

(D) Davis-Bacon Act, as amended (40 U.S.C. 3141-3148). When required by Federal program legislation, all prime construction contracts in excess of \$2,000 awarded by non-Federal entities must include a provision for compliance with the Davis-Bacon Act (40 U.S.C. 3141-3144, and 3146-3148) as supplemented by Department of Labor regulations (29 CFR Part 5, "Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction"). In accordance with the statute, contractors must be required to pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determination made by the Secretary of Labor. In addition, contractors must be required to pay wages not less than once a week. The non-Federal entity must place a copy of the current prevailing wage determination issued by the Department of Labor in each solicitation. The decision to award a contract or subcontract must be conditioned upon the acceptance of the wage determination. The non-Federal entity must report all suspected or reported violations to the Federal awarding agency. The contracts must also include a provision for compliance with the Copeland "Anti-Kickback" Act (40 U.S.C. 3145), as supplemented by Department of Labor regulations (29 CFR Part 3, "Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States"). The Act provides that each contractor or subrecipient must be prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he or she is otherwise entitled. The non-Federal entity must report all suspected or reported violations to the Federal awarding agency.

Pursuant to Federal Rule (D) above, when a Participating Agency expends federal funds during the term of an award for all contracts and subgrants for construction or repair, offeror will be in compliance with all applicable Davis-Bacon Act provisions.

Does offeror agree? YES _____ Initials of Authorized Representative of offeror

(E) Contract Work Hours and Safety Standards Act (40 U.S.C. 3701-3708). Where applicable, all contracts awarded by the non-Federal entity in excess of \$100,000 that involve the employment of mechanics or laborers must include a provision for compliance with 40 U.S.C. 3702 and 3704, as supplemented by Department of Labor regulations (29 CFR Part 5). Under 40 U.S.C. 3702 of the Act, each contractor must be required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week. The requirements of 40 U.S.C. 3704 are applicable to construction work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence.

Pursuant to Federal Rule (E) above, when a Participating Agency expends federal funds, offeror certifies that offeror will be in compliance with all applicable provisions of the Contract Work Hours and Safety Standards Act during the term of an award for all contracts by Participating Agency resulting from this procurement process.

Does offeror agree? YES _____ Initials of Authorized Representative of offeror

OMNIA Partners Requirements - Exhibit F

(F) Rights to Inventions Made Under a Contract or Agreement. If the Federal award meets the definition of “funding agreement” under 37 CFR §401.2 (a) and the recipient or subrecipient wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that “funding agreement,” the recipient or subrecipient must comply with the requirements of 37 CFR Part 401, “Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements,” and any implementing regulations issued by the awarding agency.

Pursuant to Federal Rule (F) above, when federal funds are expended by Participating Agency, the offeror certifies that during the term of an award for all contracts by Participating Agency resulting from this procurement process, the offeror agrees to comply with all applicable requirements as referenced in Federal Rule (F) above.

Does offeror agree? YES _____ Initials of Authorized Representative of offeror

(G) Clean Air Act (42 U.S.C. 7401-7671q.) and the Federal Water Pollution Control Act (33 U.S.C. 1251-1387), as amended—Contracts and subgrants of amounts in excess of \$150,000 must contain a provision that requires the non-Federal award to agree to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401-7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251- 1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).

Pursuant to Federal Rule (G) above, when federal funds are expended by Participating Agency, the offeror certifies that during the term of an award for all contracts by Participating Agency member resulting from this procurement process, the offeror agrees to comply with all applicable requirements as referenced in Federal Rule (G) above.

Does offeror agree? YES _____ Initials of Authorized Representative of offeror

(H) Debarment and Suspension (Executive Orders 12549 and 12689)—A contract award (see 2 CFR 180.220) must not be made to parties listed on the government wide exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 CFR 180 that implement Executive Orders 12549 (3 CFR part 1986 Comp., p. 189) and 12689 (3 CFR part 1989 Comp., p. 235), “Debarment and Suspension.” SAM Exclusions contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549.

Pursuant to Federal Rule (H) above, when federal funds are expended by Participating Agency, the offeror certifies that during the term of an award for all contracts by Participating Agency resulting from this procurement process, the offeror certifies that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation by any federal department or agency.

Does offeror agree? YES _____ Initials of Authorized Representative of offeror

(I) Byrd Anti-Lobbying Amendment (31 U.S.C. 1352)—Contractors that apply or bid for an award exceeding \$100,000 must file the required certification. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. 1352. Each tier must also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the non-Federal award.

OMNIA Partners Requirements - Exhibit F

Pursuant to Federal Rule (I) above, when federal funds are expended by Participating Agency, the offeror certifies that during the term and after the awarded term of an award for all contracts by Participating Agency resulting from this procurement process, the offeror certifies that it is in compliance with all applicable provisions of the Byrd Anti-Lobbying Amendment (31 U.S.C. 1352). The undersigned further certifies that:

(1) No Federal appropriated funds have been paid or will be paid for on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of congress, or an employee of a Member of Congress in connection with the awarding of a Federal contract, the making of a Federal grant, the making of a Federal loan, the entering into a cooperative agreement, and the extension, continuation, renewal, amendment, or modification of a Federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of congress, or an employee of a Member of Congress in connection with this Federal grant or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying", in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all covered sub-awards exceeding \$100,000 in Federal funds at all appropriate tiers and that all subrecipients shall certify and disclose accordingly.

Does offeror agree? YES _____ Initials of Authorized Representative of offeror

RECORD RETENTION REQUIREMENTS FOR CONTRACTS INVOLVING FEDERAL FUNDS

When federal funds are expended by Participating Agency for any contract resulting from this procurement process, offeror certifies that it will comply with the record retention requirements detailed in 2 CFR § 200.333. The offeror further certifies that offeror will retain all records as required by 2 CFR § 200.333 for a period of three years after grantees or subgrantees submit final expenditure reports or quarterly or annual financial reports, as applicable, and all other pending matters are closed.

Does offeror agree? YES _____ Initials of Authorized Representative of offeror

CERTIFICATION OF COMPLIANCE WITH THE ENERGY POLICY AND CONSERVATION ACT

When Participating Agency expends federal funds for any contract resulting from this procurement process, offeror certifies that it will comply with the mandatory standards and policies relating to energy efficiency which are contained in the state energy conservation plan issued in compliance with the Energy Policy and Conservation Act (42 U.S.C. 6321 et seq.; 49 C.F.R. Part 18).

Does offeror agree? YES _____ Initials of Authorized Representative of offeror

CERTIFICATION OF COMPLIANCE WITH BUY AMERICA PROVISIONS

To the extent purchases are made with Federal Highway Administration, Federal Railroad Administration, or Federal Transit Administration funds, offeror certifies that its products comply with all applicable provisions of the Buy America Act and agrees to provide such certification or applicable waiver with respect to specific products to any Participating Agency upon request. Purchases made in accordance with the Buy America Act must still follow the applicable procurement rules calling for free and open competition.

Does offeror agree? YES _____ Initials of Authorized Representative of offeror

OMNIA Partners Requirements - Exhibit F**PROCUREMENT OF RECOVERED MATERIALS REQUIREMENTS FOR – 2 C.F.R. §200.322**

Participating Agency and its contractors must comply with section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act. The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 CFR part 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item exceeds \$10,000 or the value of the quantity acquired during the preceding fiscal year exceeded \$10,000; procuring solid waste management services in a manner that maximizes energy and resource recovery; and establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines..

Does Vendor agree? YES _____ Initials of Authorized Representative of offeror

CERTIFICATION OF ACCESS TO RECORDS – 2 C.F.R. § 200.336

Offeror agrees that the Inspector General of the Agency or any of their duly authorized representatives shall have access to any books, documents, papers and records of offeror that are directly pertinent to offeror's discharge of its obligations under the Contract for the purpose of making audits, examinations, excerpts, and transcriptions. The right also includes timely and reasonable access to offeror's personnel for the purpose of interview and discussion relating to such documents.

Does offeror agree? YES _____ Initials of Authorized Representative of offeror

CERTIFICATION OF AFFORDABLE CARE ACT

Offeror understands and agrees that it shall be solely responsible for compliance with the patient Protection and Affordable Care Act, Public Law 111-148 and the Health Care and Education Reconciliation Act 111-152 (collectively the Affordable Care Act "ACA"). The Offeror shall bear sole responsibility for providing health care benefits for its employees who provide services as required by Federal law.

Does offeror agree? YES _____ Initials of Authorized Representative of offeror

CERTIFICATION OF APPLICABILITY TO SUBCONTRACTORS

Offeror agrees that all contracts it awards pursuant to the Contract shall be bound by the foregoing terms and conditions.

Does offeror agree? YES _____ Initials of Authorized Representative of offeror

Offeror agrees to comply with all federal, state, and local laws, rules, regulations and ordinances, as applicable. It is further acknowledged that offeror certifies compliance with all provisions, laws, acts, regulations, etc. as specifically noted above.

Offeror's Name: _____

Address, City, State, and Zip Code: _____

Phone Number: _____ Fax Number: _____

Printed Name and Title of Authorized Representative: _____

Email Address: _____

Signature of Authorized Representative: _____

Date: _____

OMNIA Partners Requirements - Exhibit G

DOC #1

**OWNERSHIP DISCLOSURE FORM
(N.J.S. 52:25-24.2)**

Pursuant to the requirements of P.L. 1999, Chapter 440 effective April 17, 2000 (Local Public Contracts Law), the offeror shall complete the form attached to these specifications listing the persons owning 10 percent (10%) or more of the firm presenting the proposal.

Company Name: Knoll, Inc.

Street: 1235 Water Street

City, State, Zip Code: East Greenville, PA 18041

Complete as appropriate:

I _____, certify that I am the sole owner of _____, that there are no partners and the business is not incorporated, and the provisions of N.J.S. 52:25-24.2 do not apply.

OR:

I _____, a partner in _____, do hereby certify that the following is a list of all individual partners who own a 10% or greater interest therein. I further certify that if one (1) or more of the partners is itself a corporation or partnership, there is also set forth the names and addresses of the stockholders holding 10% or more of that corporation's stock or the individual partners owning 10% or greater interest in that partnership.

OR:

I Wayne McDorman, an authorized representative of Knoll, Inc., a corporation, do hereby certify that the following is a list of the names and addresses of all stockholders in the corporation who own 10% or more of its stock of any class. I further certify that if one (1) or more of such stockholders is itself a corporation or partnership, that there is also set forth the names and addresses of the stockholders holding 10% or more of the corporation's stock or the individual partners owning a 10% or greater interest in that partnership.

(Note: If there are no partners or stockholders owning 10% or more interest, indicate none.)

Name	Address	Interest

I further certify that the statements and information contained herein, are complete and correct to the best of my knowledge and belief.

Date

Authorized Signature and Title

OMNIA Partners Requirements - Exhibit G

DOC #2

NON-COLLUSION AFFIDAVITCompany Name: Knoll, Inc.Street: 1235 Water StreetCity, State, Zip Code: East Greenville, PA 18041State of Pennsylvania

County of _____

I, Wayne McDorman of the Washington
Name Cityin the County of _____, State of District of Columbia
of full age, being duly sworn according to law on my oath depose and say that:I am the Director, Government Sales of the firm of Knoll, Inc.
Title Company Name

the Offeror making the Proposal for the goods, services or public work specified under the attached proposal, and that I executed the said proposal with full authority to do so; that said Offeror has not directly or indirectly entered into any agreement, participated in any collusion, or otherwise taken any action in restraint of free, competitive bidding in connection with the above proposal, and that all statements contained in said proposal and in this affidavit are true and correct, and made with full knowledge that relies upon the truth of the statements contained in said proposal and in the statements contained in this affidavit in awarding the contract for the said goods, services or public work.

I further warrant that no person or selling agency has been employed or retained to solicit or secure such contract upon an agreement or understanding for a commission, percentage, brokerage or contingent fee, except bona fide employees or bona fide established commercial or selling agencies maintained by

Knoll, Inc.
Company Name_____
Authorized Signature & Title

Subscribed and sworn before me

this _____ day of _____, 20____

Notary Public of _____

My commission expires , 20____

SEAL

OMNIA Partners Requirements - Exhibit G

DOC #3

**AFFIRMATIVE ACTION AFFIDAVIT
(P.L. 1975, C.127)**Company Name: Knoll, Inc.Street: 1235 Water StreetCity, State, Zip Code: East Greenville, PA 18041**Proposal Certification:**

Indicate below company's compliance with New Jersey Affirmative Action regulations. Company's proposal will be accepted even if company is not in compliance at this time. No contract and/or purchase order may be issued, however, until all Affirmative Action requirements are met.

Required Affirmative Action Evidence:

Procurement, Professional & Service Contracts (Exhibit A)

Vendors must submit with proposal:

1. A photo copy of their Federal Letter of Affirmative Action Plan Approval

OR

2. A photo copy of their Certificate of Employee Information Report

OR

3. A complete Affirmative Action Employee Information Report (AA302)

Public Work – Over \$50,000 Total Project Cost:

A. No approved Federal or New Jersey Affirmative Action Plan. We will complete Report Form AA201-A upon receipt from the

B. Approved Federal or New Jersey Plan – certificate enclosed

I further certify that the statements and information contained herein, are complete and correct to the best of my knowledge and belief.

*Date*_____
Authorized Signature and Title

STATE OF NEW JERSEY

Division of Purchase & Property

Contract Compliance Audit Unit

EEO Monitoring Program

EMPLOYEE INFORMATION REPORT

IMPORTANT-READ INSTRUCTIONS CAREFULLY BEFORE COMPLETING FORM. FAILURE TO PROPERLY COMPLETE THE ENTIRE FORM AND TO SUBMIT THE REQUIRED \$150.00 FEE MAY DELAY ISSUANCE OF YOUR CERTIFICATE. DO NOT SUBMIT EEO-1 REPORT FOR SECTION B, ITEM 11. For Instructions on completing the form, go to: http://www.state.nj.us/treasury/contract_compliance/pdf/aa302ins.pdf

SECTION A - COMPANY IDENTIFICATION

1. FID. NO. OR SOCIAL SECURITY 133873847	2. TYPE OF BUSINESS <input checked="" type="checkbox"/> 1. MFG <input type="checkbox"/> 2. SERVICE <input type="checkbox"/> 3. WHOLESALE <input type="checkbox"/> 4. RETAIL <input type="checkbox"/> 5. OTHER	3. TOTAL NO. EMPLOYEES IN THE ENTIRE COMPANY 2389		
4. COMPANY NAME Knoll Inc				
5. STREET 1235 Water Street	CITY East Greenville	COUNTY PA	STATE PA	ZIP CODE 18041
6. NAME OF PARENT OR AFFILIATED COMPANY (IF NONE, SO INDICATE) same as above		CITY	STATE	ZIP CODE
7. CHECK ONE: IS THE COMPANY: <input type="checkbox"/> SINGLE-ESTABLISHMENT EMPLOYER <input checked="" type="checkbox"/> MULTI-ESTABLISHMENT EMPLOYER				
8. IF MULTI-ESTABLISHMENT EMPLOYER, STATE THE NUMBER OF ESTABLISHMENTS IN NJ 1				
9. TOTAL NUMBER OF EMPLOYEES AT ESTABLISHMENT WHICH HAS BEEN AWARDED THE CONTRACT				
10. PUBLIC AGENCY AWARDED CONTRACT				
CITY		COUNTY	STATE	ZIP CODE

Official Use Only	DATE RECEIVED	INAUG. DATE	ASSIGNED CERTIFICATION NUMBER

SECTION B - EMPLOYMENT DATA

11. Report all permanent, temporary and part-time employees ON YOUR OWN PAYROLL. Enter the appropriate figures on all lines and in all columns. Where there are no employees in a particular category, enter a zero. Include ALL employees, not just those in minority/non-minority categories, in columns 1, 2, & 3. **DO NOT SUBMIT AN EEO-1 REPORT.**

JOB CATEGORIES	ALL EMPLOYEES			PERMANENT MINORITY/NON-MINORITY EMPLOYEE BREAKDOWN									
	COL. 1 TOTAL (Cols. 2 & 3)	COL. 2 MALE	COL. 3 FEMALE	***** MALE *****					***** FEMALE *****				
				BLACK	HISPANIC	AMER. INDIAN	ASIAN	NON MIN.	BLACK	HISPANIC	AMER. INDIAN	ASIAN	NON MIN.
Officials/ Managers	465	241	224	4	13	1	7	216	4	8	0	12	200
Professionals	399	182	217	5	13	0	24	140	7	21	0	13	176
Technicians	87	69	18	2	3	0	2	62	0	1	0	2	15
Sales Workers	362	73	289	3	4	1	2	63	9	20	1	16	243
Office & Clerical	145	28	117	1	6	0	1	20	5	13	1	4	94
Craftworkers (Skilled)	308	254	54	5	73	2	2	172	1	13	0	1	39
Operatives (Semi-skilled)	592	427	165	37	59	2	22	307	26	28	2	9	100
Laborers (Unskilled)	45	35	10	2	7	0	3	23	2	0	0	1	7
Service Workers	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL	2403	1309	1094	59	178	6	63	1003	54	104	4	58	874
Total employment From previous Report (if any)	2389	1338	1051	52	176	7	62	1041	52	93	2	52	852
Temporary & Part- Time Employees	The data below shall NOT be included in the figures for the appropriate categories above.												

12. HOW WAS INFORMATION AS TO RACE OR ETHNIC GROUP IN SECTION B OBTAINED? <input type="checkbox"/> 1. Visual Survey <input checked="" type="checkbox"/> 2. Employment Record <input type="checkbox"/> 3. Other (Specify)	14. IS THIS THE FIRST Employee Information Report Submitted? 1. YES <input type="checkbox"/> 2. NO <input type="checkbox"/>	15. IF NO, DATE LAST REPORT SUBMITTED MO. DAY YEAR 07 24 2019
13. DATES OF PAYROLL PERIOD USED From: 12/25/2018 To: 12/28/2018		

SECTION C - SIGNATURE AND IDENTIFICATION

16. NAME OF PERSON COMPLETING FORM (Print or Type) Miriym Mathew	SIGNATURE	TITLE Compliance Analyst	DATE MO DAY YEAR 07 24 2019		
17. ADDRESS NO. & STREET 1235 Water Street	CITY East Greenville	COUNTY PA	STATE PA	ZIP CODE 18041	PHONE (AREA CODE, NO., EXTENSION) 215 - 679 - 1951

OMNIA Partners Requirements - Exhibit G

DOC #3, continued

P.L. 1995, c. 127 (N.J.A.C. 17:27)

MANDATORY AFFIRMATIVE ACTION LANGUAGE**PROCUREMENT, PROFESSIONAL AND SERVICE****CONTRACTS**

During the performance of this contract, the contractor agrees as follows:

The contractor or subcontractor, where applicable, will not discriminate against any employee or applicant for employment because of age, race, creed, color, national origin, ancestry, marital status, sex, affectional or sexual orientation. The contractor will take affirmative action to ensure that such applicants are recruited and employed, and that employees are treated during employment, without regard to their age, race, creed, color, national origin, ancestry, marital status, sex, affectional or sexual orientation. Such action shall include, but not be limited to the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the Public Agency Compliance Officer setting forth provisions of this non-discrimination clause.

The contractor or subcontractor, where applicable will, in all solicitations or advertisement for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to age, race, creed, color, national origin, ancestry, marital status, sex, affectional or sexual orientation.

The contractor or subcontractor, where applicable, will send to each labor union or representative of workers with which it has a collective bargaining agreement or other contract or understanding, a notice, to be provided by the agency contracting officer advising the labor union or workers' representative of the contractor's commitments under this act and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

The contractor or subcontractor, where applicable, agrees to comply with any regulations promulgated by the Treasurer pursuant to P.L. 1975, c. 127, as amended and supplemented from time to time and the Americans with Disabilities Act.

The contractor or subcontractor agrees to attempt in good faith to employ minority and female workers trade consistent with the applicable county employment goal prescribed by N.J.A.C. 17:27-5.2 promulgated by the Treasurer pursuant to P.L. 1975, C.127, as amended and supplemented from time to time or in accordance with a binding determination of the applicable county employment goals determined by the Affirmative Action Office pursuant to N.J.A.C. 17:27-5.2 promulgated by the Treasurer pursuant to P.L. 1975, C.127, as amended and supplemented from time to time.

The contractor or subcontractor agrees to inform in writing appropriate recruitment agencies in the area, including employment agencies, placement bureaus, colleges, universities, labor unions, that it does not discriminate on the basis of age, creed, color, national origin, ancestry, marital status, sex, affectional or sexual orientation, and that it will discontinue the use of any recruitment agency which engages in direct or indirect discriminatory practices.

The contractor or subcontractor agrees to revise any of its testing procedures, if necessary, to assure that all personnel testing conforms with the principles of job-related testing, as established by the statutes and court decisions of the state of New Jersey and as established by applicable Federal law and applicable Federal court decisions.

The contractor or subcontractor agrees to review all procedures relating to transfer, upgrading, downgrading and lay-off to ensure that all such actions are taken without regard to age, creed, color, national origin, ancestry, marital status, sex, affectional or sexual orientation, and conform with the applicable employment goals, consistent with the statutes and court decisions of the State of New Jersey, and applicable Federal law and applicable Federal court decisions.

Section 8

OMNIA Partners Requirements - Exhibit G

The contractor and its subcontractors shall furnish such reports or other documents to the Affirmative Action Office as may be requested by the office from time to time in order to carry out the purposes of these regulations, and public agencies shall furnish such information as may be requested by the Affirmative Action Office for conducting a compliance investigation pursuant to Subchapter 10 of the Administrative Code (NJAC 17:27).

Signature of Procurement Agent

Section 8

OMNIA Partners Requirements - Exhibit G

DOC #4

C. 271 POLITICAL CONTRIBUTION DISCLOSURE FORM Public Agency Instructions

This page provides guidance to public agencies entering into contracts with business entities that are required to file Political Contribution Disclosure forms with the agency. **It is not intended to be provided to contractors.** What follows are instructions on the use of form local units can provide to contractors that are required to disclose political contributions pursuant to N.J.S.A. 19:44A-20.26 (P.L. 2005, c. 271, s.2). Additional information on the process is available in Local Finance Notice 2006-1 (http://www.nj.gov/dca/divisions/dlgs/resources/lfns_2006.html). Please refer back to these instructions for the appropriate links, as the Local Finance Notices include links that are no longer operational.

1. The disclosure is required for all contracts in excess of \$17,500 that are **not awarded** pursuant to a “fair and open” process (N.J.S.A. 19:44A-20.7).
2. Due to the potential length of some contractor submissions, the public agency should consider allowing data to be submitted in electronic form (i.e., spreadsheet, pdf file, etc.). Submissions must be kept with the contract documents or in an appropriate computer file and be available for public access. **The form is worded to accept this alternate submission.** The text should be amended if electronic submission will not be allowed.
3. The submission must be **received from the contractor and** on file at least 10 days prior to award of the contract. Resolutions of award should reflect that the disclosure has been received and is on file.
4. The contractor must disclose contributions made to candidate and party committees covering a wide range of public agencies, including all public agencies that have elected officials in the county of the public agency, state legislative positions, and various state entities. The Division of Local Government Services recommends that contractors be provided a list of the affected agencies. This will assist contractors in determining the campaign and political committees of the officials and candidates affected by the disclosure.
 - a. The Division has prepared model disclosure forms for each county. They can be downloaded from the “County PCD Forms” link on the Pay-to-Play web site at <http://www.nj.gov/dca/divisions/dlgs/programs/lpcl.html#12>. They will be updated from time-to-time as necessary.
 - b. A public agency using these forms **should edit them to properly reflect the correct legislative district(s)**. As the forms are county-based, **they list all legislative districts** in each county. **Districts that do not represent the public agency should be removed from the lists.**
 - c. Some contractors may find it easier to provide a single list that covers all contributions, regardless of the county. These submissions are appropriate and should be accepted.
 - d. The form may be used “as-is”, subject to edits as described herein.
 - e. The “Contractor Instructions” sheet is intended to be provided with the form. It is recommended that the Instructions and the form be printed on the same piece of paper. The form notes that the Instructions are printed on the back of the form; where that is not the case, the text should be edited accordingly.
 - f. The form is a Word document and can be edited to meet local needs, and posted for download on web sites, used as an e-mail attachment, or provided as a printed document.
5. It is recommended that the contractor also complete a “Stockholder Disclosure Certification.” This will assist the local unit in its obligation to ensure that contractor did not make any prohibited contributions to the committees listed on the Business Entity Disclosure Certification in the 12 months prior to the contract (See Local Finance Notice 2006-7 for additional information on this obligation at http://www.nj.gov/dca/divisions/dlgs/resources/lfns_2006.html). A sample Certification form is part of this package and the instruction to complete it is included in the Contractor Instructions. NOTE: This section is not applicable to Boards of Education.

OMNIA Partners Requirements - Exhibit G

DOC #4, continued

C. 271 POLITICAL CONTRIBUTION DISCLOSURE FORM

Contractor Instructions

Business entities (contractors) receiving contracts from a public agency that are NOT awarded pursuant to a “fair and open” process (defined at N.J.S.A. 19:44A-20.7) are subject to the provisions of P.L. 2005, c. 271, s.2 (N.J.S.A. 19:44A-20.26). This law provides that 10 days prior to the award of such a contract, the contractor shall disclose contributions to:

- any State, county, or municipal committee of a political party
- any legislative leadership committee*
- any continuing political committee (a.k.a., political action committee)
- any candidate committee of a candidate for, or holder of, an elective office:
 - of the public entity awarding the contract
 - of that county in which that public entity is located
 - of another public entity within that county
 - or of a legislative district in which that public entity is located or, when the public entity is a county, of any legislative district which includes all or part of the county

The disclosure must list reportable contributions to any of the committees that exceed \$300 per election cycle that were made during the 12 months prior to award of the contract. See N.J.S.A. 19:44A-8 and 19:44A-16 for more details on reportable contributions.

N.J.S.A. 19:44A-20.26 itemizes the parties from whom contributions must be disclosed when a business entity is not a natural person. This includes the following:

- individuals with an “interest” ownership or control of more than 10% of the profits or assets of a business entity or 10% of the stock in the case of a business entity that is a corporation for profit
- all principals, partners, officers, or directors of the business entity or their spouses
- any subsidiaries directly or indirectly controlled by the business entity
- IRS Code Section 527 New Jersey based organizations, directly or indirectly controlled by the business entity and filing as continuing political committees, (PACs).

When the business entity is a natural person, “a contribution by that person’s spouse or child, residing therewith, shall be deemed to be a contribution by the business entity.” [N.J.S.A. 19:44A-20.26(b)] The contributor must be listed on the disclosure.

Any business entity that fails to comply with the disclosure provisions shall be subject to a fine imposed by ELEC in an amount to be determined by the Commission which may be based upon the amount that the business entity failed to report.

The enclosed list of agencies is provided to assist the contractor in identifying those public agencies whose elected official and/or candidate campaign committees are affected by the disclosure requirement. It is the contractor’s responsibility to identify the specific committees to which contributions may have been made and need to be disclosed. The disclosed information may exceed the minimum requirement.

The enclosed form, a content-consistent facsimile, or an electronic data file containing the required details (along with a signed cover sheet) may be used as the contractor’s submission and is disclosable to the public under the Open Public Records Act.

The contractor must also complete the attached Stockholder Disclosure Certification. This will assist the agency in meeting its obligations under the law. **NOTE: This section does not apply to Board of Education contracts.**

OMNIA Partners Requirements - Exhibit G

DOC #4, continued

* N.J.S.A. 19:44A-3(s): "The term "legislative leadership committee" means a committee established, authorized to be established, or designated by the President of the Senate, the Minority Leader of the Senate, the Speaker of the General Assembly or the Minority Leader of the General Assembly pursuant to section 16 of P.L.1993, c.65 (C.19:44A-10.1) for the purpose of receiving contributions and making expenditures."

C. 271 POLITICAL CONTRIBUTION DISCLOSURE FORM

Required Pursuant to N.J.S.A. 19:44A-20.26

**This form or its permitted facsimile must be submitted to the local unit
no later than 10 days prior to the award of the contract.**

Part I – Vendor Information

Vendor Name:			
Address:			
City:		State:	Zip:

The undersigned being authorized to certify, hereby certifies that the submission provided herein represents compliance with the provisions of N.J.S.A. 19:44A-20.26 and as represented by the Instructions accompanying this form.

Signature

Printed Name

Title

Part II – Contribution Disclosure

Disclosure requirement: Pursuant to N.J.S.A. 19:44A-20.26 this disclosure must include all reportable political contributions (more than \$300 per election cycle) over the 12 months prior to submission to the committees of the government entities listed on the form provided by the local unit.

☐ Check here if disclosure is provided in electronic form

Contributor Name	Recipient Name	Date	Dollar Amount
			\$

☐ Check here if the information is continued on subsequent page(s)

OMNIA Partners Requirements - Exhibit G

☐ DOC #4, continued

LIST OF AGENCIES WITH ELECTED OFFICIALS REQUIRED FOR POLITICAL CONTRIBUTION DISCLOSURE N.J.S.A. 19:44A-20.26

County Name:

State: Governor, and Legislative Leadership Committees

Legislative District #s:

State Senator and two members of the General Assembly per district.

County:

Freeholders

{County Executive}

County Clerk

Surrogate

Sheriff

Municipalities (Mayor and members of governing body, regardless of title):

**USERS SHOULD CREATE THEIR OWN FORM, OR DOWNLOAD FROM THE
PAY TO PLAY SECTION OF THE DLGS WEBSITE A COUNTY-BASED,
CUSTOMIZABLE FORM.**

OMNIA Partners Requirements - Exhibit G

DOC #5

STOCKHOLDER DISCLOSURE CERTIFICATION**Name of Business:**

- ☐ I certify that the list below contains the names and home addresses of all stockholders holding 10% or more of the issued and outstanding stock of the undersigned.

OR

- ☐ I certify that no one stockholder owns 10% or more of the issued and outstanding stock of the undersigned.

Check the box that represents the type of business organization:

- ☐ Partnership ☒ Corporation ☐ Sole Proprietorship
- ☐ Limited Partnership ☐ Limited Liability Corporation ☐ Limited Liability Partnership
- ☐ Subchapter S Corporation

Sign and notarize the form below, and, if necessary, complete the stockholder list below.**Stockholders:**

Name:	Name:
Home Address:	Home Address:
Name:	Name:
Home Address:	Home Address:
Name:	Name:
Home Address:	Home Address:

Subscribed and sworn before me this ____ day of _____, 2__.	_____ (Affiant)
(Notary Public)	_____ (Print name & title of affiant)
My Commission expires:	_____ (Corporate Seal)

Section 8

OMNIA Partners Requirements - Exhibit G

DOC #6

CERTIFICATION OF NON-INVOLVEMENT IN PROHIBITED ACTIVITIES IN IRAN

Pursuant to N.J.S.A. 52:32-58, Offerors must certify that neither the Offeror, nor any of its parents, subsidiaries, and/or affiliates (as defined in N.J.S.A. 52:32 – 56(e) (3)), is listed on the Department of the Treasury’s List of Persons or Entities Engaging in Prohibited Investment Activities in Iran and that neither is involved in any of the investment activities set forth in N.J.S.A. 52:32 – 56(f).

Offerors wishing to do business in New Jersey through this contract must fill out the Certification of Non-Involvement in Prohibited Activities in Iran here:

http://www.state.nj.us/humanservices/dfd/info/standard/fdc/disclosure_investmentact.pdf.

Offerors should submit the above form completed with their proposal.

See the following State of New Jersey Division of Purchase Property Disclosure of Investments Activities in Iran Certificate

**STATE OF NEW JERSEY -- DIVISION OF PURCHASE AND PROPERTY
DISCLOSURE OF INVESTMENT ACTIVITIES IN IRAN**

Quote Number: _____

Bidder/Offeror: _____

PART 1: CERTIFICATION

BIDDERS MUST COMPLETE PART 1 BY CHECKING EITHER BOX.

FAILURE TO CHECK ONE OF THE BOXES WILL RENDER THE PROPOSAL NON-RESPONSIVE.

Pursuant to Public Law 2012, c. 25, any person or entity that submits a bid or proposal or otherwise proposes to enter into or renew a contract must complete the certification below to attest, under penalty of perjury, that neither the person or entity, nor any of its parents, subsidiaries, or affiliates, is identified on the Department of Treasury's Chapter 25 list as a person or entity engaging in investment activities in Iran. The Chapter 25 list is found on the Division's website at <http://www.state.nj.us/treasury/purchase/pdf/Chapter25List.pdf>. Bidders must review this list prior to completing the below certification. **Failure to complete the certification will render a bidder's proposal non-responsive.** If the Director finds a person or entity to be in violation of law, s/he shall take action as may be appropriate and provided by law, rule or contract, including but not limited to, imposing sanctions, seeking compliance, recovering damages, declaring the party in default and seeking debarment or suspension of the party

PLEASE CHECK THE APPROPRIATE BOX:

☐ I certify, pursuant to Public Law 2012, c. 25, that neither the bidder listed above nor any of the bidder's parents, subsidiaries, or affiliates is listed on the N.J. Department of the Treasury's list of entities determined to be engaged in prohibited activities in Iran pursuant to P.L. 2012, c. 25 ("Chapter 25 List"). I further certify that I am the person listed above, or I am an officer or representative of the entity listed above and am authorized to make this certification on its behalf. **I will skip Part 2 and sign and complete the Certification below.**

OR

☐ I am unable to certify as above because the bidder and/or one or more of its parents, subsidiaries, or affiliates is listed on the Department's Chapter 25 list. I will provide a detailed, accurate and precise description of the activities in Part 2 below and sign and complete the Certification below. Failure to provide such will result in the proposal being rendered as non-responsive and appropriate penalties, fines and/or sanctions will be assessed as provided by law.

PART 2: PLEASE PROVIDE FURTHER INFORMATION RELATED TO INVESTMENT ACTIVITIES IN IRAN

You must provide a detailed, accurate and precise description of the activities of the bidding person/entity, or one of its parents, subsidiaries or affiliates, engaging in the investment activities in Iran outlined above by completing the boxes below.

EACH BOX WILL PROMPT YOU TO PROVIDE INFORMATION RELATIVE TO THE ABOVE QUESTIONS. PLEASE PROVIDE THOROUGH ANSWERS TO EACH QUESTION. IF YOU NEED TO MAKE ADDITIONAL ENTRIES, CLICK THE "ADD AN ADDITIONAL ACTIVITIES ENTRY" BUTTON.

Name _____ Relationship to Bidder/Offeror _____

Description of Activities _____

Duration of Engagement _____ Anticipated Cessation Date _____

Bidder/Offeror Contact Name _____ Contact Phone Number _____

ADD AN ADDITIONAL ACTIVITIES ENTRY

Certification: I, being duly sworn upon my oath, hereby represent and state that the foregoing information and any attachments thereto to the best of my knowledge are true and complete. I attest that I am authorized to execute this certification on behalf of the above-referenced person or entity. I acknowledge that the State of New Jersey is relying on the information contained herein and thereby acknowledge that I am under a continuing obligation from the date of this certification through the completion of any contracts with the State to notify the State in writing of any changes to the answers of information contained herein. I acknowledge that I am aware that it is a criminal offense to make a false statement or misrepresentation in this certification, and if I do so, I recognize that I am subject to criminal prosecution under the law and that it will also constitute a material breach of my agreement(s) with the State of New Jersey and that the State at its option may declare any contract(s) resulting from this certification void and unenforceable.

Full Name (Print): _____ Signature: _____

Title: _____ Date: _____


OMNIA Partners Requirements - Exhibit G

DOC #7

**NEW JERSEY BUSINESS REGISTRATION CERTIFICATE
(N.J.S.A. 52:32-44)**

Offerors wishing to do business in New Jersey must submit their State Division of Revenue issued Business Registration Certificate with their proposal here. Failure to do so will disqualify the Offeror from offering products or services in New Jersey through any resulting contract.

<http://www.state.nj.us/treasury/revenue/forms/njreg.pdf>

 STATE OF NEW JERSEY BUSINESS REGISTRATION CERTIFICATE	
Taxpayer Name:	KNOLL, INC. (DELAWARE)
Trade Name:	
Address:	1235 WATER ST EAST GREENVILLE, PA 18041-2202
Certificate Number:	0059356
Effective Date:	May 07, 1997
Date of Issuance:	July 19, 2019
For Office Use Only: 20190719131102122	



STATE OF NEW JERSEY BUSINESS REGISTRATION CERTIFICATE

Taxpayer Name: KNOLL, INC. (DELAWARE)

Trade Name:

Address: 1235 WATER ST
EAST GREENVILLE, PA 18041-2202

Certificate Number: 0059356

Effective Date: May 07, 1997

Date of Issuance: July 19, 2019

For Office Use Only:

20190719131102122

Exceptions to the RFP



SAMPLE CONTRACT.

As used in this Section of the RFP, the term "Contract" shall refer to the agreement entered into between the City and the Company, and the term "Company" shall refer to the vendor that has been awarded a contract.

STATE OF NORTH CAROLINA
COUNTY OF MECKLENBURG

**AGREEMENT TO PROVIDE
FURNITURE, INSTALLATION AND RELATED PRODUCTS AND SERVICES**

THIS PROFESSIONAL SERVICES CONTRACT (the "Contract") is made and entered into as of this 1st day of January 2020 (the "Effective Date"), by and between **Knoll, Inc.**, a corporation doing business in North Carolina (the "Company"), and the City of Charlotte, a North Carolina municipal corporation (the "City").

RECITALS

WHEREAS, the City issued a Request For Proposals (RFP # 269-2019-105) for FURNITURE, INSTALLATION AND RELATED PRODUCTS AND SERVICES dated JUNE 19, 2019. This Request for Proposals together with all attachments and addenda, is referred to herein as the "RFP"; and

WHEREAS, the City desires that the Company provide certain FURNITURE, INSTALLATION AND RELATED PRODUCTS AND SERVICES ("Services"), and the Company desires to provide such Services; and

WHEREAS, the City and the Company have negotiated and agreed regarding the above-referenced Services and desire to reduce the terms and conditions of their agreement to this written form.

NOW, THEREFORE, for good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, and in further consideration of the covenants and representations contained herein, the parties agree as follows:

CONTRACT

1. **EXHIBITS.** The Exhibits below are hereby incorporated into and made a part of this Contract. With the exception of Exhibit D (Federal Contract Terms and Conditions), any conflict between language in an Exhibit or Appendix to this Contract and the main body of this Contract shall be resolved in favor of the main body of this Contract and any inconsistency between the Exhibits will be resolved in the order in which the Exhibits appear below. Notwithstanding anything contained in this Contract or any Exhibit to the contrary, in the event of a conflict between the language of Exhibit D and the main body of this Contract or any other Exhibit to this Contract, the language of Exhibit D shall prevail. Each reference to **Knoll, Inc. COMPANY NAME** in the Exhibits and Appendices shall be deemed to mean the Company.

EXHIBIT A: PRICE SCHEDULE

EXHIBIT B: SCOPE OF WORK

EXHIBIT C: PROPOSAL RESPONSE FORMS

EXHIBIT D: FEDERAL CONTRACT TERMS AND CONDITIONS

2. **DEFINITIONS.** This section may include, but not be limited to, terms defined in Section 2 of the RFP.

3. **DESCRIPTION OF PRODUCTS AND SERVICES.**

- 3.1. The Company shall be responsible for providing the Products and Services described in Exhibit B attached to this Contract and incorporated herein by reference. Without limiting the foregoing, the Company will perform the Services and meet the requirements as set forth in

Exhibit B. However, the Company shall not be responsible for tasks specifically assigned to the City in this Contract or in Exhibit B.

- 3.2. The Company shall perform the Services on site at the City's facility in Charlotte, North Carolina, except as mutually agreed upon in writing in specific instances by the City.

4. COMPENSATION.

4.1. TOTAL FEES AND CHARGES.

The City agrees to pay the Company a fixed price (the "Purchase Price") as full and complete consideration for the satisfactory performance of all the requirements of this Contract. This amount constitutes the maximum total fees and charges payable to the Company under this Contract including Expenses and will not be increased except by a written instrument duly executed by both parties, which expressly states that it amends this Section of the Contract.

4.2. NO EXPENSES CHARGEABLE.

The Company shall not be entitled to charge the City for any travel, mileage, meals, materials or other costs or expenses associated with this Contract.

- 4.3. EMPLOYMENT TAXES AND EMPLOYEE BENEFITS. The Company represents and warrants that the employees provided by the Company to perform the Services are actual employees of the Company, and that the Company shall be responsible for providing all salary and other applicable benefits to each Company employee. The Company further represents, warrants and covenants that it will pay all withholding tax, social security, Medicare, unemployment tax, worker's compensation and other payments and deductions that are required by law for each Company employee. The Company agrees that the Company employees are not employees of the City.

- 4.4. INVOICES. Each invoice sent by the Company shall detail all Services performed and delivered which are necessary to entitle the Company to the requested payment under the terms of this Contract. All invoices must include an invoice number and the City purchase order number for purchases made under this Contract. Purchase order numbers will be provided by the City. Invoices must be submitted with lines matching those on the City-provided purchase order.

The Company shall email all invoices to cocap@charlottenc.gov.

- 4.5. DUE DATE OF INVOICES. Payment of invoices shall be due within thirty (30) days after **date** of an accurate, undisputed properly submitted invoice by the City.
- 4.6. PRE-CONTRACT COSTS. The City shall not be charged for any Services or other work performed by the Company prior to the Effective Date of this Contract.
- 4.7. AUDIT. During the term of this Contract and for a period of one (1) year after termination of this Contract, the City shall have the right to audit, either itself or through an independent auditor, all books and records and facilities of the Company necessary to evaluate Company's compliance with the terms and conditions of this Contract or the City's payment obligations. The City shall pay its own expenses, relating to such audits, but shall not have to pay any expenses or additional costs of the Company. However, if non-compliance is found that would have cost the City in excess of \$10,000 but for the audit, then the Company shall be required to reimburse the City for the cost of the audit.

5. TIME IS OF THE ESSENCE. Time is of the essence in having the Company perform all Services and deliver all Deliverables within the time frames provided by this Contract and Exhibit B, including all completion dates, response times and resolution times (the "Completion Dates"). Except as specifically stated in this Contract, there shall be no extensions of the Completion Dates. All references to days in this Contract (including the Exhibits) shall refer to calendar days rather than business days, unless this Contract provides otherwise for a specific situation.

- 6. NON-APPROPRIATION OF FUNDS.** If the Charlotte City Council does not appropriate the funding needed by the City to make payments under this Contract for any given fiscal year, the City will not be obligated to pay amounts due beyond the end of the last fiscal year for which funds were appropriated. In such event, the City will promptly notify the Company of the non-appropriation and this Contract will be terminated at the end of the fiscal year for which the funds were appropriated. No act or omission by the City, which is attributable to non-appropriation of funds shall constitute a breach of or default under this Contract.
- 7. COMPANY PROJECT MANAGER.** The duties of the Company Project Manager include, but are not limited to:
- 7.1. Coordination of Project schedules and the Company's resource assignment based upon the City's requirements and schedule constraints;
 - 7.2. Management of the overall Project by monitoring and reporting on the status of the Project and actual versus projected progress, and by consulting with the City's Project Manager when deviations occur and by documenting all such deviations in accordance with agreed upon change control procedures;
 - 7.3. Provision of consultation and advice to the City on matters related to Project implementation strategies, key decisions and approaches, and Project operational concerns/issues and acting as a conduit to the Company's specialist resources that may be needed to supplement the Company's normal implementation staff;
 - 7.4. Acting as the Company's point of contact for all aspects of contract administration, including invoicing for Services, and status reporting;
 - 7.5. Facilitation of review meetings and conferences between the City and the Company's executives when scheduled or requested by the City;
 - 7.6. Communication among and between the City and the Company's staff;
 - 7.7. Promptly responding to the City Project Manager when consulted in writing or by E-mail with respect to Project deviations and necessary documentation;
 - 7.8. Identifying and providing the City with timely written notice of all issues that may threaten the Company's Services in the manner contemplated by the Contract (with "timely" meaning immediately after the Company becomes aware of them);
 - 7.9. Ensuring that adequate quality assurance procedures are in place throughout the Contract; and
 - 7.10. Meeting with other service providers working on City projects that relate to this effort as necessary to resolve problems and coordinate the Services.
- 8. CITY PROJECT MANAGER.** The duties of the City Project Manager are to (i) ensure that the Company delivers all requirements and specifications in the Contract; (ii) coordinate the City's resource assignment as required to fulfill the City's obligations pursuant to the Contract; (iii) promptly respond to the Company Project Manager when consulted in writing or by E-mail with respect to project issues; and (iv) act as the City's point of contact for all aspects of the Services including contract administration and coordination of communication with the City's staff. The City shall be allowed to change staffing for the City Project Manager position on one (1) business day's notice to the Company.
- 9. DUTY OF COMPANY TO IDENTIFY AND REQUEST INFORMATION, PERSONNEL AND FACILITIES.** The Company shall identify and request in writing from the City in a timely manner: (i) all information reasonably required by the Company to perform each task comprising the Services, (ii) the City's personnel whose presence or assistance reasonably may be required by the Company to perform each task comprising the Services, and (iii) any other equipment, facility or resource reasonably required by the Company to perform the Services. Notwithstanding the foregoing, the Company shall not be entitled to request that the City provide information, personnel or facilities other

than those that Exhibit B specifically requires the City to provide, unless the City can do so at no significant cost. The Company shall not be relieved of any failure to perform under this Contract by virtue of the City's failure to provide any information, personnel, equipment, facilities or resources: (i) that the Company failed to identify and request in writing from the City pursuant to this Section; or (ii) that the City is not required to provide pursuant to this Contract. In the event the City fails to provide any information, personnel, facility or resource that it is required to provide under this Section, the Company shall notify the City in writing immediately in accordance with the notice provision of this Contract. Failure to do so shall constitute a waiver by Company of any claim or defense it may otherwise have based on the City's failure to provide such information, personnel, facility or resource.

10. COMPANY PERSONNEL REMOVAL, REPLACEMENT, PROMOTION, ETC. The City will have the right to require the removal and replacement of any personnel of the Company or the Company's subcontractors who are assigned to provide Services to the City based on experience, qualifications, performance, conduct, compatibility, and violation of City policy or any other reasonable grounds. The addition or promotion of any personnel to key positions within the Project must be approved by the City in writing. The Company will replace any personnel that leave the Project, with persons having at least equivalent qualifications who are approved by the City in writing. As used in this Contract, the "personnel" includes all staff provided by the Company or its subcontractors.

11. BACKGROUND CHECKS. Prior to starting work under this Contract, the Company is required to conduct a background check on each Company employee assigned to work under this Contract, and shall require its subcontractors (if any) to perform a background check on each of their employees assigned to work under this Contract (collectively, the "Background Checks"). Each Background Check must include: (i) the person's criminal conviction record from the states and counties where the person lives or has lived in the past seven (7) years; and (ii) a reference check.

After starting work under this Contract, the Company is required to perform a Background Check for each new Company employee assigned to work under this Contract during that year, and shall require its subcontractors (if any) to do the same for each of their employees. If the Company undertakes a new project under this Contract, then prior to commencing performance of the project the Company shall perform a Background Check for each Company employee assigned to work on the project, and shall require its subcontractors (if any) to do the same for each of their employees.

If a person's duties under this Contract fall within the categories described below, the Background Checks that the Company will be required to perform (and to have its subcontractors perform) shall also include the following additional investigation:

- If the job duties require driving: A motor vehicle records check.
- If the job duties include responsibility for initiating or affecting financial transactions: A credit history check.
- If job duties include entering a private household or interaction with children: A sexual offender registry check.

The Company must follow all State and Federal laws when conducting Background Checks, including but not limited to the Fair Credit Reporting Act requirements, and shall require its subcontractors to do the same.

The Company shall notify the City of any information discovered in the Background Checks that may be of potential concern for any reason.

The City may conduct its own background checks on principals of the Company as the City deems appropriate. By operation of the public records law, background checks conducted by the City are subject to public review upon request.

- 12. ACCEPTANCE OF TASKS AND DELIVERABLES.** Within a reasonable time after a particular Deliverable has been completed (or such specific time as may be set forth in Exhibit B), the Company shall submit a written notice to the City's Project Manager stating the Deliverable(s) that have been met. This notice shall include a signature page for sign-off by the City Project Manager indicating acceptance of such Deliverable(s).

If the City Project Manager is not satisfied that the Deliverable(s) has been met, a notice of rejection (a "Rejection Notice") shall be submitted to the Company by the City Project Manager that specifies the nature and scope of the deficiencies that the City wants corrected. Upon receipt of a Rejection Notice, the Company shall: (i) act diligently and promptly to correct all deficiencies identified in the Rejection Notice, and (ii) immediately upon completing such corrections give the City a written, dated certification that all deficiencies have been corrected (the "Certification"). In the event the Company fails to correct all deficiencies identified in the Rejection Notice and provide a Certification within thirty (30) days after receipt of the Rejection Notice, the City shall be entitled to terminate this Contract for default without further obligation to the Company and without obligation to pay for the defective work.

Upon receipt of the corrected Deliverable(s), or a Certification, whichever is later, the above-described Acceptance procedure shall recommence. The City shall not be obligated to allow the Company to recommence curative action with respect to any deficiency previously identified in a Rejection Notice, or more than once for any given Deliverable (and shall be entitled to terminate this Contract for default if the Company does not meet this time frame).

- 13. NON-EXCLUSIVITY.** The Company acknowledges that it is one of several providers of Professional Services to the City and the City does not represent that it is obligated to contract with the Company for any particular project.

- 14. EACH PARTY TO BEAR ITS OWN NEGOTIATION COSTS.** Each party shall bear its own cost of negotiating this Contract and developing the exhibits. The City shall not be charged for any Services or other work performed by the Company prior to the Effective Date.

15. REPRESENTATIONS AND WARRANTIES OF COMPANY.

15.1. GENERAL WARRANTIES.

- 15.1.1. The Services shall satisfy all requirements set forth in this Contract, including but not limited to the attached Exhibits;
- 15.1.2. The Company has taken and will continue to take sufficient precautions to ensure that it will not be prevented from performing all or part of its obligations under this Contract by virtue of interruptions in the computer systems used by the Company;
- 15.1.3. All Services performed by the Company and/or its subcontractors pursuant to this Contract shall meet the highest industry standards and shall be performed in a professional and workmanlike manner by staff with the necessary skills, experience and knowledge;
- 15.1.4. Neither the Services nor any Deliverables provided by the Company under this Contract will infringe or misappropriate any patent, copyright, trademark or trade secret rights of any third party;
- 15.1.5. The Company and each Company employee provided by the Company to the City shall have the qualifications, skills and experience necessary to perform the Services described or referenced in Exhibit B;
- 15.1.6. All information provided by the Company about each Company employee is accurate; and
- 15.1.7. Each Company employee is an employee of the Company, and the Company shall make all payments and withholdings required for by law for the Company for such

employees.

- 15.2. ADDITIONAL WARRANTIES. The Company further represents and warrants that:
- 15.2.1. It is a legal entity and if incorporated, duly incorporated, validly existing and in good standing under the laws of the state of its incorporation or licensing and is qualified to do business in North Carolina;
 - 15.2.2. It has all the requisite corporate power and authority to execute, deliver and perform its obligations under this Contract;
 - 15.2.3. The execution, delivery, and performance of this Contract have been duly authorized by the Company;
 - 15.2.4. No approval, authorization or consent of any governmental or regulatory authority is required to be obtained or made by it in order for it to enter into and perform its obligations under this Contract;
 - 15.2.5. In connection with its obligations under this Contract, it shall comply with all applicable federal, state and local laws and regulations and shall obtain all applicable permits and licenses; and
 - 15.2.6. The performance of this Contract by the Company and each Company employee provided by the Company will not violate any contracts or agreements with third parties or any third party rights (including but not limited to non-compete agreements, non-disclosure agreements, patents, trademarks or intellectual property rights).

16. OTHER OBLIGATIONS OF THE COMPANY.

- 16.1. WORK ON CITY'S PREMISES. The Company and all its employees will, whenever on the City's premises, obey all instructions and City policies that are provided with respect to performing Services on the City's premises.
- 16.2. RESPECTFUL AND COURTEOUS BEHAVIOR. The Company shall assure that its employees interact with City employees and the public in a courteous, helpful and impartial manner. All employees of the Company in both field and office shall refrain from belligerent behavior and/or profanity. Correction of any such behavior and language shall be the responsibility of the Company.
- 16.3. REPAIR OR REPLACEMENT OF DAMAGED EQUIPMENT OR FACILITIES. In the event that the Company causes damage to the City's equipment or facilities, the Company shall, at its own expense, promptly repair or replace such damaged items to restore them to the same level of functionality that they possessed prior to the Company's action.
- 16.4. REGENERATION OF LOST OR DAMAGED DATA. With respect to any data that the Company or any Company employees have negligently lost or negligently damaged, the Company shall, at its own expense, promptly replace or regenerate such data from the City's machine-readable supporting material, or obtain, at the Company's own expense, a new machine-readable copy of lost or damaged data from the City's data sources.
- 16.5. NC E-VERIFY REQUIREMENT. The Company shall comply with the requirements of Article 2 of Chapter 64 of the North Carolina General Statutes, and shall require each of its subcontractors to do so as well.
- 16.6. NC PROHIBITION ON CONTRACTS WITH COMPANIES THAT INVEST IN IRAN OR BOYCOTT ISRAEL. Company certifies that: (i) it is not identified on the Final Divestment List or any other list of prohibited investments created by the NC State Treasurer pursuant to N.C.G.S. 147-86.58 (collectively, the "Treasurer's IDA List"); (ii) it has not been designated by the NC State Treasurer pursuant to N.C.G.S. 147-86.81 as a company engaged in the boycott of Israel (such designation being referred to as the "Treasurer's IB List"); and (iii) it will not

take any action causing it to appear on the Treasurer's IDA List or the Treasurer's IB List during the term of this Contract. In signing this Contract Company further agrees, as an independent obligation, separate and apart from this Contract, to reimburse the City for any and all damages, costs and attorneys' fees incurred by the City in connection with any claim that this Contract or any part thereof is void due to Company appearing on the Treasurer's IDA List or the Treasurer's IB List at any time before or during the term of this Contract.

17. REMEDIES.

- 17.1. **RIGHT TO COVER.** If the Company fails to meet any completion date or resolution time set forth in this Contract (including the Exhibits) or the Project Plan, the City may take any of the following actions with or without terminating this Contract, and in addition to and without limiting any other remedies it may have:
 - a. Employ such means as it may deem advisable and appropriate to perform itself or obtain the Services from a third party until the matter is resolved and the Company is again able to resume performance under this Contract; and
 - b. Deduct any and all expenses incurred by the City in obtaining or performing the Services from any money then due or to become due the Company and, should the City's cost of obtaining or performing the services exceed the amount due the Company, collect the amount due from the Company.
- 17.2. **RIGHT TO WITHHOLD PAYMENT.** If the Company breaches any provision of this Contract, the City shall have a right to withhold all payments due to the Company until such breach has been fully cured.
- 17.3. **SPECIFIC PERFORMANCE AND INJUNCTIVE RELIEF.** The Company agrees that monetary damages are not an adequate remedy for the Company's failure to provide the Services or Deliverables as required by this Contract, nor could monetary damages be the equivalent of the performance of such obligation. Accordingly, the Company hereby consents to an order granting specific performance of such obligations of the Company in a court of competent jurisdiction within the State of North Carolina. The Company further consents to the City obtaining injunctive relief (including a temporary restraining order) to assure performance in the event the Company breaches this Contract.
- 17.4. **SETOFF.** Each party shall be entitled to setoff and deduct from any amounts owed to the other party pursuant to this Contract all damages and expenses incurred or reasonably anticipated as a result of the other party's breach of this Contract.
- 17.5. **OTHER REMEDIES.** Upon breach of this Contract, each party may seek all legal and equitable remedies to which it is entitled. The remedies set forth herein shall be deemed cumulative and not exclusive and may be exercised successively or concurrently, in addition to any other available remedy.

18. TERM AND TERMINATION OF CONTRACT.

- 18.1. **TERM.** This Contract shall commence on the Effective Date and shall continue in effect for five (5) years with the City having the unilateral right to renew for two (2) additional consecutive one (1) year terms.
- 18.2. **TERMINATION FOR CONVENIENCE.** The City may terminate this Contract at any time without cause by giving thirty (30) days prior written notice to the Company. As soon as practicable after receipt of a written notice of termination without cause, the Company shall submit a statement to the City showing in detail the Services performed under this Contract through the date of termination. The foregoing payment obligation is contingent upon: (i) the Company having fully complied with Section 18.8; and (ii) the Company having provided the City with written documentation reasonably adequate to verify the number of hours of Services rendered through the termination date and the percentage of completion of each task.

18.3. **TERMINATION FOR DEFAULT BY EITHER PARTY.** By giving written notice to the other party, either party may terminate this Contract upon the occurrence of one or more of the following events:

- a. The other party violates or fails to perform any covenant, provision, obligation, term or condition contained in this Contract, provided that, unless otherwise stated in this Contract, such failure or violation shall not be cause for termination if both of the following conditions are satisfied: (i) such default is reasonably susceptible to cure; and (ii) the other party cures such default within thirty (30) days of receipt of written notice of default from the non-defaulting party; or
- b. The other party attempts to assign, terminate or cancel this Contract contrary to the terms hereof; or
- c. The other party ceases to do business as a going concern, makes an assignment for the benefit of creditors, admits in writing its inability to pay debts as they become due, files a petition in bankruptcy or has an involuntary bankruptcy petition filed against it (except in connection with a reorganization under which the business of such party is continued and performance of all its obligations under the Contract shall continue), or if a receiver, trustee or liquidator is appointed for it or any substantial part of other party's assets or properties.

Any notice of default shall identify this Section of this Contract and shall state the party's intent to terminate this Contract if the default is not cured within the specified period.

Notwithstanding anything contained herein to the contrary, upon termination of this Contract by the Company for default, the Company shall continue to perform the Services required by this Contract for the lesser of: (i) six (6) months after the date the City receives the Company's written termination notice; or (ii) the date on which the City completes its transition to a new service provider.

18.4. **ADDITIONAL GROUNDS FOR DEFAULT TERMINATION BY THE CITY.** By giving written notice to the Company, the City may also terminate this Contract upon the occurrence of one or more of the following events (which shall each constitute separate grounds for termination without a cure period and without the occurrence of any of the other events of default previously listed):

- a. Failure of the Company to complete a particular task by the completion date set forth in this Contract;
- b. The Company makes or allows to be made any material written misrepresentation or provides any materially misleading written information in connection with this Contract, the Company's Proposal, or any covenant, agreement, obligation, term or condition contained in this Contract; or
- c. The Company takes or fails to take any action which constitutes grounds for immediate termination under the terms of this Contract, including but not limited to failure to obtain or maintain the insurance policies and endorsements as required by this Contract, or failure to provide the proof of insurance as required by this Contract.

18.5. **NO SUSPENSION.** In the event that the City disputes in good faith an allegation of default by the Company, notwithstanding anything to the contrary in this Contract, the Company agrees that it will not terminate this Contract or suspend or limit the Services or any warranties or repossess, disable or render unusable any software supplied by the Company, unless (i) the parties agree in writing, or (ii) an order of a court of competent jurisdiction determines otherwise.

18.6. **CANCELLATION OF ORDERS AND SUBCONTRACTS.** In the event this Contract is terminated by the City for any reason prior to the end of the term, the Company shall, upon

termination, immediately discontinue all service in connection with this Contract and promptly cancel all existing orders and subcontracts, which are chargeable to this Contract. As soon as practicable after receipt of notice of termination, the Company shall submit a statement to the City showing in detail the Services **in process or** performed under this Contract to the date of termination.

- 18.7. **AUTHORITY TO TERMINATE.** The following persons are authorized to terminate this Contract on behalf of the City: (i) the City Manager, any Assistant City Manager, or any designee of the City Manager; or (ii) the Department Director of the City Department responsible for administering this Contract.
- 18.8. **OBLIGATIONS UPON EXPIRATION OR TERMINATION.** Upon expiration or termination of this Contract, the Company shall promptly return to the City (i) all computer programs, files, documentation, media, related material and any other material and equipment that are owned by the City; (ii) all Deliverables that have been completed or that are in process as of the date of termination; and (iii) a written statement describing in detail all work performed with respect to Deliverables which are in process as of the date of termination. The expiration or termination of this Contract shall not relieve either party of its obligations regarding “Confidential Information,” as defined in this Contract.
- 18.9. **NO EFFECT ON TAXES, FEES, CHARGES OR REPORTS.** Any termination of this Contract shall not relieve the Company of the obligation to pay any fees, taxes or other charges then due to the City, nor relieve the Company of the obligation to file any daily, monthly, quarterly or annual reports covering the period to termination nor relieve the Company from any claim for damages previously accrued or then accruing against the Company.
- 18.10. **OTHER REMEDIES.** The remedies set forth in this Section and Section 19 shall be deemed cumulative and not exclusive, and may be exercised successively or concurrently, in addition to any other remedies available under this Contract or at law or in equity.

19. TRANSITION SERVICES UPON TERMINATION. Upon termination or expiration of this Contract, the Company shall cooperate with the City to assist with the orderly transfer of the Services provided by the Company to the City. Prior to termination or expiration of this Contract, the City may require the Company to perform and, if so required, the Company shall perform certain transition services necessary to shift the Services of the Company to another provider or to the City itself as described below (the “Transition Services”). Transition Services may include but shall not be limited to the following:

- Working with the City to jointly develop a mutually agreed upon Transition Services Plan to facilitate the termination of the Services;
- Notifying all affected service providers and subcontractors of the Company;
- Performing the Transition Services;
- Answering questions regarding the Services on an as-needed basis; and
- Providing such other reasonable services needed to effectuate an orderly transition to a new service provider.

20. CHANGES. In the event changes to the Services (collectively “Changes”), become necessary or desirable to the parties, the parties shall follow the procedures set forth in this Section. A Change shall be effective only when documented by a written, dated agreement executed by both parties that expressly references and is attached to this Contract (a “Change Statement”). The Change Statement shall set forth in detail: (i) the Change requested, including all modifications of the duties of the parties; (ii) the reason for the proposed Change; and (iii) a detailed analysis of the impact of the Change on the results of the Services and time for completion of the Services, including the impact on all Milestones and delivery dates and any associated price.

In the event either party desires a Change, the Project Manager for such party shall submit to the other party's Project Manager a proposed Change Statement. If the receiving party does not accept the Change Statement in writing within ten (10) days, the receiving party shall be deemed to have rejected the Change Statement. If the parties cannot reach agreement on a proposed Change, the Company shall nevertheless continue to render performance under this Contract in accordance with its (unchanged) terms and conditions.

Changes that involve or increase in the amounts payable by the City may require execution by the City Manager or a designee depending on the amount. Some increases may also require approval by Charlotte City Council.

21. CITY OWNERSHIP OF WORK PRODUCT.

- 21.1. The parties agree that the City shall have exclusive ownership of all reports, documents, designs, ideas, materials, reports, concepts, plans, creative works, and other work product developed for or provided to the City in connection with this Contract, and all patent rights, copyrights, trade secret rights and other intellectual property rights relating thereto (collectively the "Intellectual Property"). The Company hereby assigns and transfers all rights in the Intellectual Property to the City. The Company further agrees to execute and deliver such assignments and other documents as the City may later require to perfect, maintain and enforce the City's rights as sole owner of the Intellectual Property, including all rights under patent and copyright law. The Company hereby appoints the City as attorney in fact to execute all such assignments and instruments and agree that its appointment of the City as an attorney in fact is coupled with an interest and is irrevocable.
- 21.2. The City grants the Company a royalty-free, non-exclusive license to use and copy the Intellectual Property to the extent necessary to perform this Contract. The Company shall not be entitled to use the Intellectual Property for other purposes without the City's prior written consent, and shall treat the Intellectual Property as "Confidential Information" pursuant to Section 25 of the Contract.
- 21.3. The Company will treat as Confidential Information under the Confidentiality and Non-Disclosure Contract all data in connection with the Contract. City data processed by the Company shall remain the exclusive property of the City. The Company will not reproduce, copy, duplicate, disclose, or in any way treat the data supplied by the City in any manner except that contemplated by the Contract.

22. RELATIONSHIP OF THE PARTIES. The relationship of the parties established by this Contract is solely that of independent contractors, and nothing contained in this Contract shall be construed to (i) give any party the power to direct or control the day-to-day administrative activities of the other; or (ii) constitute such parties as partners, joint venturers, co-owners or otherwise as participants in a joint or common undertaking; or (iii) make either party an agent of the other, or any Company employee an agent or employee of the City, for any purpose whatsoever. Neither party nor its agents or employees is the representative of the other for any purpose, and neither has power or authority to act as agent or employee to represent, to act for, bind, or otherwise create or assume any obligation on behalf of the other.

23. INDEMNIFICATION. Except to the extent any such liability is directly caused by the gross negligence of the Indemnitees; To the fullest extent permitted by law, the Company shall indemnify, defend and hold harmless each of the "Indemnitees" (as defined below) from and against any and all "Charges" (as defined below) paid or incurred as a result of any claims, demands, lawsuits, actions, or proceedings: (i) alleging violation, misappropriation or infringement of any copyright, trademark, patent, trade secret or other proprietary rights with respect to the Services or any products or deliverables provided to the City pursuant to this Contract ("Infringement Claims"); (ii) seeking payment for labor or materials purchased or supplied by the Company or its subcontractors in connection with this Contract; (iii) arising from the Company's failure to perform its obligations under

this Contract, or from any act of negligence or willful misconduct by the Company or any of its agents, employees or subcontractors relating to this Contract, including but not limited to any liability caused by an accident or other occurrence resulting in bodily injury, death, sickness or disease to any person(s) or damage or destruction to any property, real or personal, tangible or intangible; or (iv) arising from any claim that the Company or an employee or subcontractor of the Company is an employee of the City, including but not limited to claims relating to worker's compensation, failure to withhold taxes and the like. For purposes of this Section: (i) the term "Indemnitees" means the City, any federal agency that funds all or part of this Contract, and each of the City's and such federal agency's officers, officials, employees, agents and independent contractors (excluding the Company); and (ii) the term "Charges" means any and all losses, damages, costs, expenses (including reasonable attorneys' fees), obligations, duties, fines, penalties, royalties, interest charges and other liabilities (including settlement amounts).

If an Infringement Claim occurs, the Company shall either: (i) procure for the City the right to continue using the affected product or service; or (ii) repair or replace the infringing product or service so that it becomes non-infringing, provided that the performance of the overall product(s) and service(s) provided to the City shall not be adversely affected by such replacement or modification. If the Company is unable to comply with the preceding sentence within thirty (30) days after the City is directed to cease use of a product or service, the Company shall promptly refund to the City all amounts paid under this Contract.

This Section 23 shall remain in force despite termination of this Contract (whether by expiration of the term or otherwise).

24. SUBCONTRACTING. Should the Company choose to subcontract, the Company shall be the prime contractor and shall remain fully responsible for performance of all obligations that it is required to perform under the Contract. Any subcontract entered into by Company shall name the City as a third party beneficiary.

25. CONFIDENTIAL INFORMATION.

25.1. CONFIDENTIAL INFORMATION. Confidential Information includes any information, not generally known in the relevant trade or industry, obtained from the City or its vendors or licensors or which falls within any of the following general categories:

25.1.1. *Trade secrets.* For purposes of this Contract, trade secrets consist of *information* of the City or any of its suppliers, contractors or licensors: (a) that derives value from being secret; and (b) that the owner has taken reasonable steps to keep confidential. Examples of trade secrets include information relating to proprietary software, new technology, new products or services, flow charts or diagrams that show how things work, manuals that tell how things work and business processes and procedures.

25.1.2. *Information of the City or its suppliers, contractors or licensors marked "Confidential" or "Proprietary."*

25.1.3. *Information relating to criminal investigations conducted by the City, and records of criminal intelligence information compiled by the City.*

25.1.4. *Information contained in the City's personnel files, as defined by N.C. Gen. Stat. 160A-168.* This consists of all information gathered and/or maintained by the City about employees, except for that information which is a matter of public record under North Carolina law.

25.1.5. *Citizen or employee social security numbers collected by the City.*

25.1.6. *Computer security information of the City,* including all security features of electronic data processing, or information technology systems, telecommunications networks and electronic security systems. This encompasses but is not limited to passwords and security standards, procedures, processes, configurations, software and codes.

- 25.1.7. *Local tax records of the City that contains information about a taxpayer's income or receipts.*
- 25.1.8. *Any attorney / City privileged information disclosed by either party.*
- 25.1.9. *Any data collected from a person applying for financial or other types of assistance, including but not limited to their income, bank accounts, savings accounts, etc.*
- 25.1.10. *The name or address of individual homeowners who, based on their income, have received a rehabilitation grant to repair their home.*
- 25.1.11. *Building plans of city-owned buildings or structures, as well as any detailed security plans.*
- 25.1.12. *Billing information of customers compiled and maintained in connection with the City providing utility services.*
- 25.1.13. *Other information that is exempt from disclosure under the North Carolina public records laws.*

Categories stated in Sections 25.1.3 through 25.1.13 above constitute "Highly Restricted Information," as well as Confidential Information. The Company acknowledges that certain Highly Restricted Information is subject to legal restrictions beyond those imposed by this Contract, and agrees that: (i) all provisions in this Contract applicable to Confidential Information shall apply to Highly Restricted Information; and (ii) the Company will also comply with any more restrictive instructions or written policies that may be provided by the City from time to time to protect the confidentiality of Highly Restricted Information.

The parties acknowledge that in addition to information disclosed or revealed after the date of this Contract, the Confidential Information shall include information disclosed or revealed within one (1) year prior to the date of this Contract.

- 25.2. RESTRICTIONS. The Company shall keep the Confidential Information in the strictest confidence, in the manner set forth below:
 - 25.2.1. It shall not copy, modify, enhance, compile or assemble (or reverse compile or disassemble), or reverse engineer Confidential Information.
 - 25.2.2. It shall not, directly or indirectly, disclose, divulge, reveal, report or transfer Confidential Information of the other to any third party or to any individual employed by the Company, other than an employee, agent, subcontractor or vendor of the City or Company who: (i) has a need to know such Confidential Information, and (ii) has executed a confidentiality agreement incorporating substantially the form of this Section of the Contract and containing all protections set forth herein.
 - 25.2.3. It shall not use any Confidential Information of the City for its own benefit or for the benefit of a third party, except to the extent such use is authorized by this Contract or other written agreements between the parties hereto, or is for the purpose for which such Confidential Information is being disclosed.
 - 25.2.4. It shall not remove any proprietary legends or notices, including copyright notices, appearing on or in the Confidential Information of the other.
 - 25.2.5. The Company shall use its best efforts to enforce the proprietary rights of the City and the City's vendors, licensors and suppliers (including but not limited to seeking injunctive relief where reasonably necessary) against any person who has possession of or discloses Confidential Information in a manner not permitted by this Contract.
 - 25.2.6. In the event that any demand is made in litigation, arbitration or any other proceeding for disclosure of Confidential Information, the Company shall assert this Contract as a

ground for refusing the demand and, if necessary, shall seek a protective order or other appropriate relief to prevent or restrict and protect any disclosure of Confidential Information.

- 25.2.7. All materials which constitute, reveal or derive from Confidential Information shall be kept confidential to the extent disclosure of such materials would reveal Confidential Information, and unless otherwise agreed, all such materials shall be returned to the City or destroyed upon satisfaction of the purpose of the disclosure of such information.
- 25.3. EXCEPTIONS. The parties agree that the Company shall have no obligation with respect to any Confidential Information which the Company can establish:
- 25.3.1. Was already known to the Company prior to being disclosed by the disclosing party;
- 25.3.2. Was or becomes publicly known through no wrongful act of the Company;
- 25.3.3. Was rightfully obtained by the Company from a third party without similar restriction and without breach hereof;
- 25.3.4. Was used or disclosed by the Company with the prior written authorization of the City;
- 25.3.5. Was disclosed pursuant to the requirement or request of a governmental agency, which disclosure cannot be made in confidence, provided that, in such instance, the Company shall first give to the City notice of such requirement or request;
- 25.3.6. Was disclosed pursuant to the order of a court of competent jurisdiction or a lawfully issued subpoena, provided that the Company shall take use its best efforts to obtain an agreement or protective order providing that, to the greatest possible extent possible, this Contract will be applicable to all disclosures under the court order or subpoena.
- 25.4. UNINTENTIONAL DISCLOSURE. Notwithstanding anything contained herein in to the contrary, in the event that the Company is unintentionally exposed to any Confidential Information of the City, the Company agrees that it shall not, directly or indirectly, disclose, divulge, reveal, report or transfer such Confidential Information to any person or entity or use such Confidential Information for any purpose whatsoever.
- 25.5. REMEDIES. The Company acknowledges that the unauthorized disclosure of the Confidential Information of the City will diminish the value of the proprietary interests therein. Accordingly, it is agreed that if the Company breaches its obligations hereunder, the City shall be entitled to equitable relief to protect its interests, including but not limited to injunctive relief, as well as monetary damages.

26. INSURANCE.

- 26.1. TYPES OF INSURANCE. The Company shall obtain and maintain during the life of this Contract, with an insurance company rated not less than "A" by A.M. Best, authorized to do business in the State of North Carolina, acceptable to the Charlotte-Mecklenburg, Risk Management Division the following insurance:
- 26.1.1. Automobile Liability - Bodily injury and property damage liability covering all owned, non-owned and hired automobiles for limits of not less than \$1,000,000 bodily injury each person, each accident and \$1,000,000 property damage, or \$1,000,000 combined single limit - bodily injury and property damage.
- 26.1.2. Commercial General Liability - Bodily injury and property damage liability as shall protect the Company and any subcontractor performing Services under this Contract, from claims of bodily injury or property damage which arise from performance of this Contract, whether such operations are performed by the Company, any subcontractor, or anyone directly or indirectly employed by either. The amounts of such insurance

shall not be less than \$1,000,000 bodily injury each occurrence/aggregate and \$1,000,000 property damage each occurrence/aggregate, or \$1,000,000 bodily injury and property damage combined single limits each occurrence/aggregate. This insurance shall include coverage for products, operations, personal and advertising injury, and contractual liability, assumed under the indemnity provision of this Contract.

- 26.1.3. Workers' Compensation and Employers Liability - meeting the statutory requirements of the State of North Carolina, \$100,000 per accident limit, \$500,000 disease per policy limit, \$100,000 disease each employee limit.

The Company shall not commence any Services in connection with this Contract until it has obtained all of the foregoing types of insurance and such insurance has been approved by the City. The Company shall not allow any subcontractor to commence Services on its subcontract until all similar insurance required of the subcontractor has been obtained and approved.

26.2. OTHER INSURANCE REQUIREMENTS.

- 26.2.1. The City shall be exempt from, and in no way liable for any sums of money, which may represent a deductible in any insurance policy. The payment of such deductible shall be the sole responsibility of the Company and/or subcontractor providing such insurance.
- 26.2.2. The City of Charlotte shall be named as an additional insured for operations or services rendered under the general liability coverage. The Company's insurance shall be primary of any self-funding and/or insurance otherwise carried by the City for all loss or damages arising from the Company's operations under this agreement.
- 26.2.3. Certificates of such insurance will be furnished to the City and shall contain the provision that the City be given thirty (30) days' written notice of any intent to amend coverage reductions or material changes or terminate by either the insured or the insuring Company.
- 26.2.4. Should any or all of the required insurance coverage be self-funded/self-insured, a copy of the Certificate of Self-Insurance or other documentation from the North Carolina Department of Insurance shall be furnished to the City.
- 26.2.5. If any part of the Services under this Contract is sublet, the subcontractor shall be required to meet all insurance requirements as listed above. However, this will in no way relieve the Company from meeting all insurance requirements or otherwise being responsible for the subcontractor.

- 27. COMMERCIAL NON-DISCRIMINATION.** As a condition of entering into this Contract, the Company represents and warrants that it will fully comply with the City's Commercial Non-Discrimination Policy, as described in Section 2, Article V of the Charlotte City Code, and consents to be bound by the award of any arbitration conducted thereunder. As part of such compliance, the Company shall not discriminate on the basis of race, gender, religion, national origin, ethnicity, age or disability in the solicitation, selection, hiring, or treatment of subcontractors, vendors or suppliers in connection with a City contract or contract solicitation process, nor shall the Company retaliate against any person or entity for reporting instances of such discrimination. The Company shall provide equal opportunity for subcontractors, vendors and suppliers to participate in all of its subcontracting and supply opportunities on City contracts, provided that nothing contained in this clause shall prohibit or limit otherwise lawful efforts to remedy the effects of marketplace discrimination that has occurred or is occurring in the marketplace. The Company understands and agrees that a violation of this clause shall be considered a material breach of this Contract and may result in termination of this Contract, disqualification of the Company from participating in City contracts or other sanctions.

Section 9

Sample Contract

As a condition of entering into this Contract, the Company agrees to: (i) promptly provide to the City in a format specified by the City all information and documentation that may be requested by the City from time to time regarding the solicitation, selection, treatment and payment of subcontractors in connection with this Contract; and (ii) if requested, provide to the City within sixty days after the request a truthful and complete list of the names of all subcontractors, vendors, and suppliers that the Company has used on City contracts in the past five years, including the total dollar amount paid by the Company on each subcontract or supply contract. The Company further agrees to fully cooperate in any investigation conducted by the City pursuant to the City's Non-Discrimination Policy, to provide any documents relevant to such investigation that are requested by the City, and to be bound by the award of any arbitration conducted under such Policy.

The Company agrees to provide to the City from time to time on the City's request, payment affidavits detailing the amounts paid by the Company to subcontractors and suppliers in connection with this Contract within a certain period of time. Such affidavits shall be in the format specified by the City from time to time.

The Company understands and agrees that violation of this Commercial Non-Discrimination provision shall be considered a material breach of this Contract and may result in contract termination, disqualification of the Company from participating in City contracts and other sanctions.

- 28. NOTICES.** Any notice, consent or other communication required or contemplated by this Contract shall be in writing, and shall be delivered in person, by U.S. mail, by overnight courier, by electronic mail or by telefax to the intended recipient at the address set forth below. Notice shall be effective upon the date of receipt by the intended recipient; provided that any notice which is sent by telefax or electronic mail shall also be simultaneously sent by mail deposited with the U.S. Postal Service or by overnight courier. Each party may change its address for notification purposes by giving the other party written notice of the new address and the date upon which it shall become effective.

Communications that relate to any breach, default, termination, delay in performance, prevention of performance, modification, extension, amendment, or waiver of any provision of this Contract shall be sent to:

For the Company:	For the City:
Andrew Pierce	Kay Elmore
Knoll, Inc.	City of Charlotte
Legal Department	City Procurement
1235 Water Street	600 East Fourth Street, 9 th Floor
East Greenville, PA 18041	Charlotte, NC 28202
Phone: 215-679-1830	Phone: 704-336-2524
Fax: 215-679-1909	Fax: 704-632-8252
E-mail: apierce@knoll.com	E-mail: kelfmore@charlottenc.gov

With Copy To:	With Copy To:
	Adam Jones
	City of Charlotte
	City Attorney's Office
	600 East Fourth Street, 15 th Floor
	Charlotte, NC 28202
Phone:	Phone: 704-336-3012
E-mail:	E-mail: amjones@charlottenc.gov

All other notices shall be sent to the other party's Project Manager at the most recent address provided in writing by the other party.

29. MISCELLANEOUS.

- 29.1. **ENTIRE AGREEMENT.** This Contract is the entire agreement between the parties with respect to its subject matter, and there are no other representations, understandings, or agreements between the parties with respect to such subject matter. This Contract supersedes all prior agreements, negotiations, representations and proposals, written or oral.
- 29.2. **AMENDMENT.** No amendment or change to this Contract shall be valid unless in writing and signed by both parties to this Contract.
- 29.3. **GOVERNING LAW AND JURISDICTION.** The parties acknowledge that this Contract is made and entered into in Charlotte, North Carolina, and will be performed in Charlotte, North Carolina. The parties further acknowledge and agree that North Carolina law shall govern all the rights, obligations, duties and liabilities of the parties under this Contract, and that North Carolina law shall govern interpretation and enforcement of this Contract and any other matters relating to this Contract (all without regard to North Carolina conflicts of law principles). The parties further agree that any and all legal actions or proceedings relating to this Contract shall be brought in a state or federal court sitting in Mecklenburg County, North Carolina. By the execution of this Contract, the parties submit to the jurisdiction of said courts and hereby irrevocably waive any and all objections, which they may have with respect to venue in any court sitting in Mecklenburg County, North Carolina.
- 29.4. **BINDING NATURE AND ASSIGNMENT.** This Contract shall bind the parties and their successors and permitted assigns. Neither party may assign any of the rights and obligations thereunder without the prior written consent of the other. Any assignment attempted without the written consent of the other party shall be void.
- 29.5. **CITY NOT LIABLE FOR DELAYS.** It is agreed that the City shall not be liable to the Company, its agents or representatives or any subcontractor for or on account of any stoppages or delay in the performance of any obligations of the City or any other party hereunder caused by injunction or other legal or equitable proceedings or on account of any other delay for any cause beyond the City's reasonable control. The City shall not be liable under any circumstances for lost profits or any other consequential, special or indirect damages.
- 29.6. **FORCE MAJEURE.**
- 29.6.1. The Company shall be not liable for any failure or delay in the performance of its obligations pursuant to this Contract (and such failure or delay shall not be deemed a default of this Contract or grounds for termination hereunder if all of the following conditions are satisfied: (i) if such failure or delay: (a) could not have been prevented by reasonable precaution, and (b) cannot reasonably be circumvented by the non-performing party through the use of alternate sources, work-around plans, or other means; and (ii) if and to the extent such failure or delay is caused, directly or indirectly, by fire, flood, earthquake, hurricane, elements of nature or acts of God, acts of war, terrorism, riots, civil disorders, rebellions or revolutions, or court order.
- 29.6.2. Upon the occurrence of an event which satisfies all of the conditions set forth above (a "Force Majeure Event") the Company shall be excused from any further performance of those of its obligations pursuant to this Contract affected by the Force Majeure Event for as long as (i) such Force Majeure Event continues; and (ii) the Company continues to use commercially reasonable efforts to recommence performance whenever and to whatever extent possible without delay.
- 29.6.3. Upon the occurrence of a Force Majeure Event, the Company shall immediately notify the City by telephone (to be confirmed by written notice within two (2) days of the inception of the failure or delay) of the occurrence of a Force Majeure Event and shall

describe in reasonable detail the nature of the Force Majeure Event. If any Force Majeure Event prevents the Company from performing its obligations for more than five (5) days, the City may terminate this Contract.

- 29.6.4. Strikes, slow-downs, walkouts, lockouts, and individual disputes are not excused under this provision.
- 29.7. SEVERABILITY. The invalidity of one or more of the phrases, sentences, clauses or sections contained in this Contract shall not affect the validity of the remaining portion of the Contract so long as the material purposes of the Contract can be determined and effectuated. If any provision of this Contract is held to be unenforceable, then both parties shall be relieved of all obligations arising under such provision, but only to the extent that such provision is unenforceable, and this Contract shall be deemed amended by modifying such provision to the extent necessary to make it enforceable while preserving its intent.
- 29.8. NO PUBLICITY. No advertising, sales promotion or other materials of the Company or its agents or representations may identify or reference this Contract or the City in any manner absent the written consent of the City.
- 29.9. APPROVALS. All approvals or consents required under this Contract must be in writing.
- 29.10. WAIVER. No delay or omission by either party to exercise any right or power it has under this Contract shall impair or be construed as a waiver of such right or power. A waiver by either party of any covenant or breach of this Contract shall not be constitute or operate as a waiver of any succeeding breach of that covenant or of any other covenant. No waiver of any provision of this Contract shall be effective unless in writing and signed by the party waiving the rights.
- 29.11. SURVIVAL OF PROVISIONS. The following sections of this Contract shall survive the termination hereof:
- Section 4.3 "Employment Taxes and Employee Benefits"
 - Section 15 "Representations and Warranties of Company"
 - Section 18 "Term and Termination of Contract"
 - Section 21 "City Ownership of Work Product"
 - Section 23 "Indemnification"
 - Section 25 "Confidential Information"
 - Section 26 "Insurance"
 - Section 28 "Notices and Principal Contacts"
 - Section 29 "Miscellaneous"
- 29.12. CHANGE IN CONTROL. In the event of a change in "Control" of the Company (as defined below), the City shall have the option of terminating this Contract by written notice to the Company. The Company shall notify the City within ten (10) days of the occurrence of a change in control. As used in this Contract, the term "Control" shall mean the possession, direct or indirect, of either (i) the ownership of or ability to direct the voting of, as the case may be fifty-one percent (51%) or more of the equity interests, value or voting power in the Company or (ii) the power to direct or cause the direction of the management and policies of the Company whether through the ownership of voting securities, by contract or otherwise.
- 29.13. DRAFTER'S PROTECTION. Each of the Parties has agreed to the use of the particular language of the provisions of this Contract and any questions of doubtful interpretation shall not be resolved by any rule or interpretation against the drafters, but rather in accordance with the fair meaning thereof, having due regard to the benefits and rights intended to be conferred upon the Parties hereto and the limitations and restrictions upon such rights and benefits intended to be provided.
- 29.14. FAMILIARITY AND COMPLIANCE WITH LAWS AND ORDINANCES. The Company

agrees to make itself aware of and comply with all local, state and federal ordinances, statutes, laws, rules and regulations applicable to the Services. The Company further agrees that it will at all times during the term of this Contract be in compliance with all applicable federal, state and/or local laws regarding employment practices. Such laws will include, but shall not be limited to, workers' compensation, the Fair Labor Standards Act (FLSA), the Americans with Disabilities Act (ADA), the Family and Medical Leave Act (FMLA) and all OSHA regulations applicable to the Services.

- 29.15. **CONFLICT OF INTEREST.** The Company covenants that its officers, employees and shareholders have no interest and shall not acquire any interest, direct or indirect that would conflict in any manner or degree with the performance of Services required to be performed under the Contract.
- 29.16. **NO BRIBERY.** The Company certifies that neither it, any of its affiliates or subcontractors, nor any employees of any of the foregoing has bribed or attempted to bribe an officer or employee of the City in connection with the Contract.
- 29.17. **HARASSMENT.** The Company agrees to make itself aware of and comply with the City's Harassment Policy. The City will not tolerate or condone acts of harassment based upon race, sex, religion, national origin, color, age, or disability. Violators of this policy will be subject to termination.
- 29.18. **TRAVEL UPGRADES.** The City has no obligation to reimburse the Company for any travel or other expenses incurred in connection with this Contract.
- 29.19. **TAXES.** Except as specifically stated elsewhere in this Contract, the Company shall collect all applicable federal, state and local taxes which may be chargeable against the performance of the Services, and remit such taxes to the relevant taxing authority. The Company consents to and authorizes the City to collect any and all delinquent taxes and related interest, fines, or penalties of the Company by reducing any payment, whether monthly, quarterly, semi-annually, annually, or otherwise, made by the City to the Company pursuant to this Contract for an amount equal to any and all taxes and related interest, fines, or penalties owed by the Company to the City. The Company hereby waives any requirements for notice under North Carolina law for each and every instance that the City collects delinquent taxes pursuant to this paragraph. This paragraph shall not be construed to prevent the Company from filing an appeal of the assessment of the delinquent tax if such appeal is within the time prescribed by law.
- 29.20. **COUNTERPARTS.** This Contract may be executed in any number of counterparts, all of which taken together shall constitute one single agreement between the parties.
- 29.21. **PRE-AUDIT.** No pre-audit certificate is required under N.C. Gen. Stat. 159-28(a) because this Contract is for an indefinite quantity with no minimum purchase requirement. Notwithstanding anything contained herein to the contrary, this Contract does not require the City to purchase a single product or service, and a decision by the City to not make any purchase hereunder will violate neither this Contract nor any implied duty of good faith and fair dealing. The City has no financial obligation under this Contract absent the City's execution of a valid and binding purchase order or contract addendum containing a pre-audit certificate."

[Signature Page Follows]

Section 9

Sample Contract

IN WITNESS WHEREOF, and in acknowledgement that the parties hereto have read and understood each and every provision hereof, the parties have caused this Contract to be executed as of the date first written above.

KNOLL, INC.

BY: _____
(signature)

PRINT NAME: _____

TITLE: _____

DATE: _____

**CITY OF CHARLOTTE:
CITY MANAGER'S OFFICE**

BY: _____
(signature)

PRINT NAME: _____

TITLE: _____

DATE: _____

EXHIBIT A – PRICING SHEET

INTENTIONALLY LEFT BLANK FOR SAMPLE CONTRACT

EXHIBIT B – SCOPE OF SERVICES

INTENTIONALLY LEFT BLANK FOR SAMPLE CONTRACT

Section 9

Sample Contract

EXHIBIT C – FEDERAL CONTRACT TERMS AND CONDITIONS

This Exhibit is attached and incorporated into the [EXACT CAPTION OF CONTRACT] (the “Contract”) between the City of Charlotte and [COMPANY NAME] (the “Company”). Capitalized terms not defined in this Exhibit shall have the meanings assigned to such terms in the Contract. In the event of a conflict between this Exhibit and the terms of the main body of the Contract or any other exhibit or appendix, the terms of this Exhibit shall govern.

1. **Debarment and Suspension.** The Company represents and warrants that, as of the Effective Date of the Contract, neither the Company nor any subcontractor or subconsultant performing work under this Contract (at any tier) is included on the federally debarred bidder’s list listed on the government wide exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 CFR 180 that implement Executive Orders 12549 (3 CFR part 1986 Comp., p. 189) and 12689 (3 CFR part 1989 Comp., p. 235), “Debarment and Suspension.” If at any point during the Contract term the Company or any subcontractor or subconsultant performing work at any tier is included on the federally debarred bidder’s list, the Company shall notify the City immediately. The Company’s completed Form 8 – Vendor Debarment Certification is incorporated herein as Form [EXHIBIT LETTER].1 below.
2. **Record Retention.** The Company certifies that it will comply with the record retention requirements detailed in 2 CFR § 200.333. The Company further certifies that it will retain all records as required by 2 CFR § 200.333 for a period of three (3) years after it receives City notice that the City has submitted final expenditure reports or quarterly or annual financial reports, as applicable, and all other pending matters are closed.
3. **Procurement of Recovered Materials.** The Company represents and warrants that in its performance under the Contract, the Company shall comply with section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act. The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 CFR Part 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item exceeds \$10,000 or the value of the quantity acquired during the preceding fiscal year exceeded \$10,000; procuring solid waste management services in a manner that maximizes energy and resource recovery; and establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines.
4. **Clean Air Act and Federal Water Pollution Control Act.** The Company agrees to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401-7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251-1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).
5. **Energy Efficiency.** The Company certifies that the Company will be in compliance with mandatory standards and policies relating to energy efficiency which are contained in the state energy conservation plan issued in compliance with the Energy Policy and Conservation Act (Pub. L. 94-163, 89 Stat. 871).
6. **Byrd Anti-Lobbying Amendment (31 U.S.C. 1352).** The Company certifies that:
 - 6.1. No federal appropriated funds have been paid or will be paid, by or on behalf of the Company, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal Loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of and Federal contract, grant, loan, or cooperative agreement.

Section 9

Sample Contract

- 6.2. If any funds other than federal appropriated funds have been paid or will be paid to any person for making lobbying contacts to an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this federal contract, grant, loan, or cooperative agreement, the Company shall complete and submit Standard Form—LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions [as amended by "Government wide Guidance for New Restrictions on Lobbying," 61 Fed. Reg. 1413 (1/19/96)].
- 6.3. The Company shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.
- 6.4. The Company's completed Form 9 –Byrd Anti-Lobbying Certification is incorporated herein as Form **EXHIBIT LETTER**.2 below.
7. **Contract Work Hours and Safety Standards Act (40 U.S.C. 3701-3708).** If the Contract is in excess of \$100,000 and involves the employment of mechanics or laborers, the Company must comply with 40 U.S.C. 3702 and 3704, as supplemented by Department of Labor regulations (29 CFR Part 5). Under 40 U.S.C. 3702 of the Act, the Company is required to compute the wages of every mechanic and laborer on the basis of a standard work week of forty (40) hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of forty (40) hours in the work week. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market, or purchases of transportation or transmission of intelligence.
8. **Right to Inventions.** If the federal award is a "funding agreement" under 37 CFR 401.2 and the City wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment of performance or experimental, developmental or research work thereunder, the City must comply with 37 CFR Part 401, "Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements," and any implementing regulations issued by the awarding agency.
9. **DHS Seal, Logo, and Flags.** The Company shall not use the Department of Homeland Security ("DHS") seal(s), logos, crests, or reproductions of flags or likenesses of DHS agency officials without specific FEMA pre-approval.
10. The Federal Government is not a party to this Contract and is not subject to any obligations or liabilities to the City, Company, or any other party pertaining to any matter resulting from the Contract.
11. **Remedies.**
- 11.1 **RIGHT TO COVER.**
- If the Company fails to meet any completion date or resolution time set forth in this Contract (including the Exhibits), the City may take any of the following actions with or without terminating this Contract, and in addition to and without limiting any other remedies it may have:
- Employ such means as it may deem advisable and appropriate to perform itself or obtain the Services from a third party until the matter is resolved and the Company is again able to resume performance under this Contract; and
 - Deduct any and all expenses incurred by the City in obtaining or performing the Services from any money then due or to become due the Company and, should the City's cost of obtaining or performing the services exceed the amount due the Company, collect the amount due from the Company.

11.2 RIGHT TO WITHHOLD PAYMENT.

If the Company breaches any provision of this Contract, the City shall have a right to withhold all payments due to the Company until such breach has been fully cured.

11.3 SPECIFIC PERFORMANCE AND INJUNCTIVE RELIEF.

The Company agrees that monetary damages are not an adequate remedy for the Company's failure to provide the Services or Deliverables as required by this Contract, nor could monetary damages be the equivalent of the performance of such obligation. Accordingly, the Company hereby consents to an order granting specific performance of such obligations of the Company in a court of competent jurisdiction within the State of North Carolina. The Company further consents to the City obtaining injunctive relief (including a temporary restraining order) to assure performance in the event the Company breaches the Contract.

11.4 SETOFF.

Each party shall be entitled to setoff and deduct from any amounts owed to the other party pursuant to this Contract all damages and expenses incurred or reasonably anticipated as a result of the other party's breach of this Contract.

11.5 OTHER REMEDIES.

Upon breach of this Contract, each party may seek all legal and equitable remedies to which it is entitled. The remedies set forth herein shall be deemed cumulative and not exclusive and may be exercised successively or concurrently, in addition to any other available remedy.

12. Termination for Convenience and for Cause.

12.1 TERMINATION FOR CONVENIENCE.

The City may terminate the Contract at any time without cause by giving thirty (30) days prior written notice to the Company. As soon as practicable after receipt of a written notice of termination without cause, Company shall submit a statement to the City showing in detail the Services performed under this Contract through the date of termination. The forgoing payment obligation is contingent upon the Company having provided the City with written documentation reasonably adequate to verify the number of hours of Services rendered through the termination date and the percentage of completion of each task.

12.2 TERMINATION FOR DEFAULT BY EITHER PARTY.

By giving written notice to the other party, either party may terminate the Contract upon the occurrence of one or more of the following events:

- a. The other party violates or fails to perform any covenant, provision, obligation, term or condition contained in the Contract, provided that, unless otherwise stated in the Contract, such failure or violation shall not be cause for termination if both of the following conditions are satisfied: (i) such default is reasonably susceptible to cure; and (ii) the other party cures such default within thirty (30) days of receipt of written notice of default from the non-defaulting party; or
- b. The other party attempts to assign, terminate or cancel the Contract contrary to the terms hereof; or
- c. The other party ceases to do business as a going concern, makes an assignment for the benefit of creditors, admits in writing its inability to pay debts as they become due, files a petition in bankruptcy or has an involuntary bankruptcy petition filed against it (except in connection with a reorganization under which the business of such party is continued and performance of all its obligations under the Contract shall continue), or if a receiver, trustee or liquidator is appointed for it or any substantial part of other party's assets or properties.

Any notice of default shall identify this Section of the Contract and shall state the party's intent to terminate the Contract if the default is not cured within the specified period.

13. Indemnification.

13.1 INDEMNIFICATION.

Except to the extent any such liability is directly caused by the gross negligence of the Indemnitees; To the fullest extent permitted by law, the Company shall indemnify, defend and hold harmless each of the "Indemnitees" (as defined below) from and against any and all "Charges" (as defined below) paid or incurred as a result of any claims, demands, lawsuits, actions, or proceedings: (i) alleging violation, misappropriation or infringement of any copyright, trademark, patent, trade secret or other proprietary rights with respect to the Services or any products or deliverables provided to the City pursuant to this Contract ("Infringement Claims"); (ii) seeking payment for labor or materials purchased or supplied by the Company or its subcontractors in connection with this Contract; (iii) arising from the Company's failure to perform its obligations under this Contract, or from any act of negligence or willful misconduct by the Company or any of its agents, employees or subcontractors relating to this Contract, including but not limited to any liability caused by an accident or other occurrence resulting in bodily injury, death, sickness or disease to any person(s) or damage or destruction to any property, real or personal, tangible or intangible; or (iv) arising from any claim that the Company or an employee or subcontractor of the Company is an employee of the City, including but not limited to claims relating to worker's compensation, failure to withhold taxes and the like. For purposes of this Section: (a) the term "Indemnitees" means City, any federal agency that funds all or part of this Contract, and each of the City's and such federal agency's officers, officials, employees, agents and independent contractors (excluding the Company); and (b) the term "Charges" means any and all losses, damages, costs, expenses (including reasonable attorneys' fees), obligations, duties, fines, penalties, royalties, interest charges and other liabilities (including settlement amounts).

If an Infringement Claim occurs, the Company shall either: (i) procure for the City the right to continue using the affected product or service; or (ii) repair or replace the infringing product or service so that it becomes non-infringing, provided that the performance of the overall product(s) and service(s) provided to the City shall not be adversely affected by such replacement or modification. If the Company is unable to comply with the preceding sentence within thirty (30) days after the City is directed to cease use of a product or service, the Company shall promptly refund to the City all amounts paid under this Contract.

This Section 13 shall remain in force despite termination of this Contract (whether by expiration of the term or otherwise).

Exceptions to the Remainder of the RFP, including the Sample Contract in Section 9


5.1.4 Exceptions to the RFP.

Exceptions must be submitted in accordance with Section 2.6.12 of this RFP. If exceptions are not identified in your Proposal they may not be considered during Contract negotiation and could result in Proposal being rejected from further consideration. If legal counsel needs to review the Sample Contract prior to signature, reviews must be completed before your Proposal is submitted.

The City intends to enter into a City-drafted Contract with the successful Company that contains the terms and conditions set forth in Section 9 (“Sample Terms”). The number and extent of any exceptions and proposed additions to the Sample Terms will be one of the City’s evaluation criteria.

Accordingly, each Company must state specifically in its Proposal any exceptions to the Sample Terms, or any such exceptions will be waived. Any Company-proposed additional terms or conditions must also be included in the Proposal, and the City reserves the right to refuse consideration of any terms not so included. Any proposed changes to the Sample Terms after tentative contract award may constitute a material change to the Company’s Proposal and be grounds for revoking the award.

Notwithstanding the foregoing, the City reserves the right to modify the Sample Terms prior to or during contract negotiations if it is in the City’s best interest to do so.



**Knoll is
Modern Always[®]
because modern
always works.**