

APPENDIX A

DRAFT CONTRACT

This Contract ("Contract") is made as of 12/3, 2020 by and between Safco Products Co. ("Contractor") and Region 4 Education Service Center ("Region 4 ESC") for the purchase of office furniture & related products/("the products and services").

RECITALS

WHEREAS, Region 4 ESC issued Request for Proposals Number R_____ for _____ ("RFP"), to which Contractor provided a response ("Proposal"); and

WHEREAS, Region 4 ESC selected Contractor's Proposal and wishes to engage Contractor in providing the services/materials described in the RFP and Proposal;

WHEREAS, both parties agree and understand the following pages will constitute the Contract between the Contractor and Region 4 ESC, having its principal place of business at 7145 West Tidwell Road, Houston, TX 77092.

WHEREAS, Contractor included, in writing, any required exceptions or deviations from these terms, conditions, and specifications; and it is further understood that, if agreed to by Region 4 ESC, said exceptions or deviations are incorporated into the Contract.

WHEREAS, this Contract consists of the provisions set forth below, including provisions of all attachments referenced herein. In the event of a conflict between the provisions set forth below and those contained in any attachment, the provisions set forth below shall control.

WHEREAS, the Contract will provide that any state and local governmental entities, public and private primary, secondary and higher education entities, non-profit entities, and agencies for the public benefit ("Public Agencies") may purchase products and services at prices indicated in the Contract upon the Public Agency's registration with OMNIA Partners.

- 1) **Term of agreement.** The term of the Contract is for a period of three (3) years unless terminated, canceled or extended as otherwise provided herein. Region 4 ESC shall have the right to renew the Contract for two (2) additional one-year periods or portions thereof. Region 4 ESC shall review the Contract prior to the renewal date and notify the Contractor of Region 4 ESC's intent renew the Contract. Contractor may elect not to renew by providing three hundred sixty-five days' (365) notice to Region 4 ESC. Notwithstanding the expiration of the initial term or any subsequent term or all renewal options, Region 4 ESC and Contractor may mutually agree to extend the term of this Agreement. Contractor acknowledges and understands Region 4 ESC is under no obligation whatsoever to extend the term of this Agreement.
- 2) **Scope:** Contractor shall perform all duties, responsibilities and obligations, set forth in this agreement, and described in the RFP, incorporated herein by reference as though fully set forth herein.

- 3) Form of Contract. The form of Contract shall be the RFP, the Offeror's proposal and Best and Final Offer(s).
- 4) Order of Precedence. In the event of a conflict in the provisions of the Contract as accepted by Region 4 ESC, the following order of precedence shall prevail:
 - i. This Contract
 - ii. Offeror's Best and Final Offer
 - iii. Offeror's proposal
 - iv. RFP and any addenda
- 5) Commencement of Work. The Contractor is cautioned not to commence any billable work or provide any material or service under this Contract until Contractor receives a purchase order for such work or is otherwise directed to do so in writing by Region 4 ESC.
- 6) Entire Agreement (Parol evidence). The Contract, as specified above, represents the final written expression of agreement. All agreements are contained herein and no other agreements or representations that materially alter it are acceptable.
- 7) Assignment of Contract. No assignment of Contract may be made without the prior written approval of Region 4 ESC. Contractor is required to notify Region 4 ESC when any material change in operations is made (i.e. bankruptcy, change of ownership, merger, etc.).
- 8) Novation. If Contractor sells or transfers all assets or the entire portion of the assets used to perform this Contract, a successor in interest must guarantee to perform all obligations under this Contract. Region 4 ESC reserves the right to accept or reject any new party. A change of name agreement will not change the contractual obligations of Contractor.
- 9) Contract Alterations. No alterations to the terms of this Contract shall be valid or binding unless authorized and signed by Region 4 ESC.
- 10) Adding Authorized Distributors/Dealers. Contractor is prohibited from authorizing additional distributors or dealers, other than those identified at the time of submitting their proposal, to sell under the Contract without notification and prior written approval from Region 4 ESC. Contractor must notify Region 4 ESC each time it wishes to add an authorized distributor or dealer. Purchase orders and payment can only be made to the Contractor unless otherwise approved by Region 4 ESC. Pricing provided to members by added distributors or dealers must also be less than or equal to the Contractor's pricing.
- 11) TERMINATION OF CONTRACT
 - a) Cancellation for Non-Performance or Contractor Deficiency. Region 4 ESC may terminate the Contract if purchase volume is determined to be low volume in any 12-month period. Region 4 ESC reserves the right to cancel the whole or any part of this Contract due to failure by Contractor to carry out any obligation, term or condition of the contract. Region 4 ESC may issue a written deficiency notice to Contractor for acting or failing to act in any of the following:
 - i. Providing material that does not meet the specifications of the Contract;
 - ii. Providing work or material was not awarded under the Contract;
 - iii. Failing to adequately perform the services set forth in the scope of work and specifications;

- iv. Failing to complete required work or furnish required materials within a reasonable amount of time;
- v. Failing to make progress in performance of the Contract or giving Region 4 ESC reason to believe Contractor will not or cannot perform the requirements of the Contract; or
- vi. Performing work or providing services under the Contract prior to receiving an authorized purchase order.

Upon receipt of a written deficiency notice, Contractor shall have ten (10) days to provide a satisfactory response to Region 4 ESC. Failure to adequately address all issues of concern may result in Contract cancellation. Upon cancellation under this paragraph, all goods, materials, work, documents, data and reports prepared by Contractor under the Contract shall immediately become the property of Region 4 ESC.

- b) Termination for Cause. If, for any reason, Contractor fails to fulfill its obligation in a timely manner, or Contractor violates any of the covenants, agreements, or stipulations of this Contract Region 4 ESC reserves the right to terminate the Contract immediately and pursue all other applicable remedies afforded by law. Such termination shall be effective by delivery of notice, to the Contractor, specifying the effective date of termination. In such event, all documents, data, studies, surveys, drawings, maps, models and reports prepared by Contractor will become the property of the Region 4 ESC. If such event does occur, Contractor will be entitled to receive just and equitable compensation for the satisfactory work completed on such documents.
- c) Delivery/Service Failures. Failure to deliver goods or services within the time specified, or within a reasonable time period as interpreted by the purchasing agent or failure to make replacements or corrections of rejected articles/services when so requested shall constitute grounds for the Contract to be terminated. In the event Region 4 ESC must purchase in an open market, Contractor agrees to reimburse Region 4 ESC, within a reasonable time period, for all expenses incurred.
 - i) Additional Delivery/Installation Charges: Contractor may enter into additional negotiations with a purchasing agency for additional delivery or installation charges based on onerous conditions. Additional delivery and/or installation charges may only be charged if mutually agreed upon by the purchasing agency and Contractor and can only be charged on a per individual project basis.
- d) Force Majeure. If by reason of Force Majeure, either party hereto shall be rendered unable wholly or in part to carry out its obligations under this Agreement then such party shall give notice and full particulars of Force Majeure in writing to the other party within a reasonable time after occurrence of the event or cause relied upon, and the obligation of the party giving such notice, so far as it is affected by such Force Majeure, shall be suspended during the continuance of the inability then claimed, except as hereinafter provided, but for no longer period, and such party shall endeavor to remove or overcome such inability with all reasonable dispatch.

The term Force Majeure as employed herein, shall mean acts of God, strikes, lockouts, or other industrial disturbances, act of public enemy, orders of any kind of government of the United States or the State of Texas or any civil or military authority; insurrections; riots; epidemics; landslides; lighting; earthquake; fires; hurricanes; storms; floods; washouts; droughts; arrests; restraint of government and people; civil disturbances; explosions, breakage or accidents to machinery, pipelines or canals, or other causes not reasonably within the control of the party claiming such inability. It is understood and agreed that the settlement of strikes and lockouts shall be entirely within the discretion of the party having the difficulty, and that the above requirement that any Force Majeure shall be remedied with all reasonable dispatch shall not require the settlement of strikes and lockouts by acceding to the demands of the opposing party or parties when such settlement is unfavorable in the judgment of the party having the difficulty.

CONTRACT

- e) Standard Cancellation. Region 4 ESC may cancel this Contract in whole or in part by providing written notice. The cancellation will take effect 30 business days after the other party receives the notice of cancellation. After the 30th business day all work will cease following completion of final purchase order.
- 12) Licenses. Contractor shall maintain in current status all federal, state and local licenses, bonds and permits required for the operation of the business conducted by Contractor. Contractor shall remain fully informed of and in compliance with all ordinances and regulations pertaining to the lawful provision of services under the Contract. Region 4 ESC reserves the right to stop work and/or cancel the Contract if Contractor's license(s) expire, lapse, are suspended or terminated.
- 13) Survival Clause. All applicable software license agreements, warranties or service agreements that are entered into between Contractor and Region 4 ESC under the terms and conditions of the Contract shall survive the expiration or termination of the Contract. All Purchase Orders issued and accepted by Contractor shall survive expiration or termination of the Contract.
- 14) Delivery. Conforming product shall be shipped within 7 days of receipt of Purchase Order. If delivery is not or cannot be made within this time period, the Contractor must receive authorization for the delayed delivery. The order may be canceled if the estimated shipping time is not acceptable. All deliveries shall be freight prepaid, F.O.B. Destination and shall be included in all pricing offered unless otherwise clearly stated in writing.
- 15) Inspection & Acceptance. If defective or incorrect material is delivered, Region 4 ESC may make the determination to return the material to the Contractor at no cost to Region 4 ESC. The Contractor agrees to pay all shipping costs for the return shipment. Contractor shall be responsible for arranging the return of the defective or incorrect material.
- 16) Payments. Payment shall be made after satisfactory performance, in accordance with all provisions thereof, and upon receipt of a properly completed invoice.
- 17) Price Adjustments. Should it become necessary or proper during the term of this Contract to make any change in design or any alterations that will increase price, Region 4 ESC must be notified immediately. Price increases must be approved by Region 4 ESC and no payment for additional materials or services, beyond the amount stipulated in the Contract shall be paid without prior approval. All price increases must be supported by manufacturer documentation, or a formal cost justification letter. Contractor must honor previous prices for thirty (30) days after approval and written notification from Region 4 ESC. It is the Contractor's responsibility to keep all pricing up to date and on file with Region 4 ESC. All price changes must be provided to Region 4 ESC, using the same format as was provided and accepted in the Contractor's proposal.
- Price reductions may be offered at any time during Contract. Special, time-limited reductions are permissible under the following conditions: 1) reduction is available to all users equally; 2) reduction is for a specific period, normally not less than thirty (30) days; and 3) original price is not exceeded after the time-limit. Contractor shall offer Region 4 ESC any published price reduction during the Contract term.
- 18) Audit Rights. Contractor shall, at its sole expense, maintain appropriate due diligence of all purchases made by Region 4 ESC and any entity that utilizes this Contract. Region 4 ESC reserves the right to audit the accounting for a period of three (3) years from the time such

purchases are made. This audit right shall survive termination of this Agreement for a period of one (1) year from the effective date of termination. Region 4 ESC shall have the authority to conduct random audits of Contractor's pricing at Region 4 ESC's sole cost and expense. Notwithstanding the foregoing, in the event that Region 4 ESC is made aware of any pricing being offered that is materially inconsistent with the pricing under this agreement, Region 4 ESC shall have the ability to conduct an extensive audit of Contractor's pricing at Contractor's sole cost and expense. Region 4 ESC may conduct the audit internally or may engage a third-party auditing firm. In the event of an audit, the requested materials shall be provided in the format and at the location designated by Region 4 ESC.

- 19) Discontinued Products. If a product or model is discontinued by the manufacturer, Contractor may substitute a new product or model if the replacement product meets or exceeds the specifications and performance of the discontinued model and if the discount is the same or greater than the discontinued model.
- 20) New Products/Services. New products and/or services that meet the scope of work may be added to the Contract. Pricing shall be equivalent to the percentage discount for other products. Contractor may replace or add product lines if the line is replacing or supplementing products, is equal or superior to the original products, is discounted similarly or greater than the original discount, and if the products meet the requirements of the Contract. No products and/or services may be added to avoid competitive procurement requirements. Region 4 ESC may require additions to be submitted with documentation from Members demonstrating an interest in, or a potential requirement for, the new product or service. Region 4 ESC may reject any additions without cause.
- 21) Options. Optional equipment for products under Contract may be added to the Contract at the time they become available under the following conditions: 1) the option is priced at a discount similar to other options; 2) the option is an enhancement to the unit that improves performance or reliability.
- 22) Warranty Conditions. All supplies, equipment and services shall include manufacturer's minimum standard warranty and one (1) year labor warranty unless otherwise agreed to in writing.
- 23) Site Cleanup. Contractor shall clean up and remove all debris and rubbish resulting from their work as required or directed. Upon completion of the work, the premises shall be left in good repair and an orderly, neat, clean, safe and unobstructed condition.
- 24) Site Preparation. Contractor shall not begin a project for which the site has not been prepared, unless Contractor does the preparation work at no cost, or until Region 4 ESC includes the cost of site preparation in a purchase order. Site preparation includes, but is not limited to: moving furniture, installing wiring for networks or power, and similar pre-installation requirements.
- 25) Registered Sex Offender Restrictions. For work to be performed at schools, Contractor agrees no employee or employee of a subcontractor who has been adjudicated to be a registered sex offender will perform work at any time when students are or are reasonably expected to be present. Contractor agrees a violation of this condition shall be considered a material breach and may result in the cancellation of the purchase order at Region 4 ESC's discretion. Contractor must identify any additional costs associated with compliance of this

term. If no costs are specified, compliance with this term will be provided at no additional charge.

- 26) Safety measures. Contractor shall take all reasonable precautions for the safety of employees on the worksite and shall erect and properly maintain all necessary safeguards for protection of workers and the public. Contractor shall post warning signs against all hazards created by its operation and work in progress. Proper precautions shall be taken pursuant to state law and standard practices to protect workers, general public and existing structures from injury or damage.
- 27) Smoking. Persons working under the Contract shall adhere to local smoking policies. Smoking will only be permitted in posted areas or off premises.
- 28) Stored materials. Upon prior written agreement between the Contractor and Region 4 ESC, payment may be made for materials not incorporated in the work but delivered and suitably stored at the site or some other location, for installation at a later date. An inventory of the stored materials must be provided to Region 4 ESC prior to payment. Such materials must be stored and protected in a secure location and be insured for their full value by the Contractor against loss and damage. Contractor agrees to provide proof of coverage and additionally insured upon request. Additionally, if stored offsite, the materials must also be clearly identified as property of Region 4 ESC and be separated from other materials. Region 4 ESC must be allowed reasonable opportunity to inspect and take inventory of stored materials, on or offsite, as necessary. Until final acceptance by Region 4 ESC, it shall be the Contractor's responsibility to protect all materials and equipment. Contractor warrants and guarantees that title for all work, materials and equipment shall pass to Region 4 ESC upon final acceptance.
- 29) Funding Out Clause. A Contract for the acquisition, including lease, of real or personal property is a commitment of Region 4 ESC's current revenue only. Region 4 ESC retains the right to terminate the Contract at the expiration of each budget period during the term of the Contract and is conditioned on a best effort attempt by Region 4 ESC to obtain appropriate funds for payment of the contract.
- 30) Indemnity. Contractor shall protect, indemnify, and hold harmless both Region 4 ESC and its administrators, employees and agents against all claims, damages, losses and expenses arising out of or resulting from the actions of the Contractor, Contractor employees or subcontractors in the preparation of the solicitation and the later execution of the Contract. Any litigation involving either Region 4 ESC, its administrators and employees and agents will be in Harris County, Texas.
- 31) Marketing. Contractor agrees to allow Region 4 ESC to use their name and logo within website, marketing materials and advertisement. Any use of Region 4 ESC name and logo or any form of publicity, inclusive of press releases, regarding this Contract by Contractor must have prior approval from Region 4 ESC.
- 32) Certificates of Insurance. Certificates of insurance shall be delivered to the Region 4 ESC prior to commencement of work. The Contractor shall give Region 4 ESC a minimum of ten (10) days' notice prior to any modifications or cancellation of policies. The Contractor shall require all subcontractors performing any work to maintain coverage as specified.
- 33) Legal Obligations. It is Contractor's responsibility to be aware of and comply with all local, state, and federal laws governing the sale of products/services and shall comply with all laws

while fulfilling the Contract. Applicable laws and regulation must be followed even if not specifically identified herein.

- 34) Tariff Surcharges: Contractor has the option to charge a surcharge, as an additional line item, if approved by the purchasing agency. All surcharges must be based on a percentage of total order and must be approved by Region 4 prior to use.

OFFER AND CONTRACT SIGNATURE FORM

The undersigned hereby offers and, if awarded, agrees to furnish goods and/or services in strict compliance with the terms, specifications and conditions at the prices proposed within response unless noted in writing.

Company Name Safco Products Co.
Address 9300 West Research Center Rd
City/State/Zip New Hope, MN 55428
Telephone No. 763-536-6700
Email Address rickstanley@safcoproducts.com
Printed Name Rick Stanley
Title President
Authorized signature Rick Stanley

Accepted by Region 4 ESC:

Contract No. _____

Initial Contract Term _____ to _____

Region 4 ESC Authorized Board Member

Date

Print Name

Region 4 ESC Authorized Board Member

Date

Print Name

Appendix B
TERMS & CONDITIONS ACCEPTANCE
FORM

Signature on the Offer and Contract Signature form certifies complete acceptance of the terms and conditions in this solicitation and draft Contract except as noted below with proposed substitute language (additional pages may be attached, if necessary). The provisions of the RFP cannot be modified without the express written approval of Region 4 ESC. If a proposal is returned with modifications to the draft Contract provisions that are not expressly approved in writing by Region 4 ESC, the Contract provisions contained in the RFP shall prevail.

Check one of the following responses:

- ☐ Offeror takes no exceptions to the terms and conditions of the RFP and draft Contract. *(Note: If none are listed below, it is understood that no exceptions/deviations are taken.)*
- ☒ Offeror takes the following exceptions to the RFP and draft Contract. All exceptions must be clearly explained, reference the corresponding term to which Offeror is taking exception and clearly state any proposed modified language, proposed additional terms to the RFP and draft Contract must be included:

(Note: Unacceptable exceptions may remove Offeror's proposal from consideration for award. Region 4 ESC shall be the sole judge on the acceptance of exceptions and modifications and the decision shall be final.

If an offer is made with modifications to the contract provisions that are not expressly approved in writing, the contract provisions contained in the RFP shall prevail.)

Section/Page	Term, Condition, or Specification	Exception/Proposed Modification	Accepted (For Region 4 ESC's use)
Exhibit F, Page 40	Certification of Compliance with Buy America Provisions	To the extent offeror is notified that purchases are made with Federal Highway Administration, Federal Railroad Administration, or Federal Transit Administration funds, offeror certifies that it will supply only those products that 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. Offeror supplies a broad product offering which includes specific Buy America Act compliant products.	

Exhibit B, #14	Due date for admin fee payment	Safco can provide Omnia with a report 10 days following month end, but we need 10 more days before our payment is due. While we will do our best to comply with payment being due 10 days following month end, our payment cycle of fulfillment for all other admin fees is bi-weekly on the second Thursday opposite payroll.	
Exhibit B, #14	Payment of Admin Fee for Products/Services	Safco will pay the increase from 2% to 3% even though this is a higher admin than we previously paid for this contract, and exceeds any other state or federal contract we hold, but we request to report and pay this admin fee on product only.	
Appendix A #14) Delivery	Freight prepaid, F.O.B. Destination	All deliveries shall be freight prepaid, F.O.B. Origin and shall be included in all pricing offered.	
Appendix A #14) Delivery	Conforming product shall be shipped within 7 days of receipt of Purchase Order	In stock, distributed product will ship within 3 days, and stocked colors of manufactured product will ship within 2 weeks, but based on the schedules of the preferred carriers and consolidation points, delivery may take an additional 3-7 business days depending on the distance traveled. Out of stock product will be immediately disclosed to the customer and they will have the option to cancel the order if the ship date is not acceptable.	
Appendix A #14) Delivery	Conforming product shall be shipped within 7 days of receipt of Purchase Order	Lead time for manufactured and configured product exceeds 7 days. A lead time schedule is attached to Exhibit B, Tab 1 for our standard lead times and exceptions. We try to reduce lead times whenever possible, the attached lead times are consistent with industry standard for similar product. Based on the schedules of the preferred carriers and consolidation points, delivery may take an additional 3-7 business days depending on the distance traveled.	
Page 11, #22	Samples shall be furnished, free of cost, within seven (7) days after receiving notice of such request	Lead time for manufactured and configured samples may exceed 7 days. A lead time schedule is attached to Exhibit B, Tab 1 for our standard lead times and exceptions. While we try to prioritize sample requests, some requests may need to exceed 7 days. Based on the schedules of the preferred carriers and consolidation points, delivery may take an additional 3-7 business days depending on the distance traveled.	
Appendix C, Document #6	Diverse Vendor Certification Program	Safco does not record diversity classifications for our subcontractors. While this has not historically been our focus, we will survey the authorized dealers from the previous Omnia_NIPA contract and/or provide certifications upon request.	



Product Category	Product Line	Lead time December 4th
Tables	Flip-n-Go®, Sync™, Bistro Series™	3 weeks
Tables	Cohere™ Series	6 weeks
Tables	All other tables (excluding the above) ML with Top, XR-Series, E-Series, Meeting Plus™, T-	8 weeks
Drafting	Ranger® Steel 4-Post Drafting Tables	5 weeks
Modular Desking	e5™ Series	6 weeks
Moduar Desking	CSII™	5 weeks
Modular Wall	Keep™	7 weeks
Technology Furniture	TechWorks®	5 weeks
Technology Furniture	Maytrix®	5 weeks
High Density	Mobile 1000™	5 weeks
High Density	Mobile Lite w/ 4 Post	5 weeks
High Density	Mobile Lite	4 weeks
High Density	Kwik Track w/ 4 Post	5 weeks
High Density	Kwik Track	5 weeks
High Density	4 Post	5 weeks
High Density	Flip-n-File™	5 weeks
High Density	Forms and Storage Cabinets	5 weeks
High Density	File Harbor	5 weeks
High Density	ARC® Rotary	5 weeks
Mailroom	Mailflow®	8 weeks
Mailroom	Mailflow-to-Go®	6 weeks
Files	Pedestals and Laterals	7 weeks

Look to reduce target lead time more in 2020

Please Note:

Any order over \$20K (net) needs to have the lead time quoted

Special Order laminate or fabric/COM - longer lead times may apply

Orders with products of varying lead times (e.g.: Sync Tables-4 weeks and Mailflow - 8 weeks), will receive the longer lead time for the entire order. Sales orders would need to be split to ship the lower lead time item, if

a) Products/Services/Pricing

i. Offerors shall provide pricing based on a discount from a manufacturer's price list or catalog, or fixed price, or a combination of both with indefinite quantities. Prices listed will be used to establish the extent of a manufacturer's product lines, services, warranties, etc. that are available from Offeror and the pricing per item. Multiple percentage discounts are acceptable if, where different percentage discounts apply, those different percentages are specified. Additional pricing and/or discounts may be included. Products and services proposed are to be priced separately with all ineligible items identified. Offerors may elect to limit their proposals to any category or categories.

Pricing file is electronically submitted at 58.5% discount off Safco June 2019 price list index. There are no ineligible items from the price list or product limitations from the categories proposed in this submission.

ii. Include an electronic copy of the catalog from which discount, or fixed price, is calculated. Electronic price lists must contain the following: (if applicable)

Electronic price file is attached to Tab 2, submitted on a flash drive. This price file contains all of the information requested below. A published June 2019 price book with detailed specifications is at the link, <http://www.safcoproducts.com/products/literature---finish-samples/price-list-file>

- **Manufacturer part #**
- **Offeror's Part # (if different from manufacturer part #)**
- **Description**
- **Manufacturers Suggested List Price and Net Price**
- **Net price to Region 4 ESC (including freight)**

Media submitted for price list must include the Offerors' company name, name of the solicitation, and date on a Flash Drive (i.e. Pin or Jump Drives).

Media submitted for price list includes all of the required information.

iii. Is pricing available for all products and services?

Pricing is available for all products and services.

i. Please provide pricing for services based on a range, from minimum price per hour to maximum price per hour, with a not to exceed on the maximum price per hour charge.

I reached out to installers all over the country and received varying ranges, since this is a national contract and install wages vary by state, product line, size, logistics, scope, and level of difficulty. The prevailing wage will have to be a percentage increase, over standard delivery, and the union wage will require an additional percentage beyond that. Trip charges will be converted from mile to man hours. The install can change depending on the requirement of the number of installers, so take the estimate per man hours and multiply it by the number of people required. The percentage per year upcharge is 3% per year the contract is in place, and will be applied to both the minimum and maximum per man hour to get a new range.

The definition of standard delivery and installation is unpacking, full assembly, ready-to-use, installed in designated room, and dunnage removed. Standard charges will be during normal hours of operation, without union wages or prevailing wage. This service is often charged in conjunction with inside delivery. If an elevator is unable to be used on an installation for any location above or below ground floor, additional charges may be assessed. Installation charges are negotiated separately between the customer and the authorized dealer using the estimates per man hour proposed in the solicitation. This range of estimates for installation is attached to Tab 2.

iv. Describe any shipping charges.

Freight is prepaid dock to dock within the 48 contiguous US. Most of our authorized dealers are able to accept shipment on behalf of the customer, which is negotiated separately with the dealer as a trip charge/delivery charge. If not, and the delivery must ship direct to the end user and delivery address does not have a dock: Requests for inside delivery and lift gate services should be included on original purchase orders. A charge for inside delivery and lift gate/tailgate will be added to the invoice and may be based on order volume, if the order exceeds 5 pieces. Currently Inside delivery and liftgate are \$50.00 each. We only charge what the carrier charges us, so if the carrier takes an accessorial charge increase, we reserve the right to pass that on to the customer that does not have access to a dock. Our current carrier charges for accessorial services are updated on our website and printed on the inside cover of our commercial price list.

Shipping

i. Describe delivery charges along with definitions for:

1. Dock Delivery

Dock delivery is defined as shipping to a delivery location that has a dock that can accept a full truckload. The driver does not assist in unloading a dock delivery. Freight is prepaid FOB origin, dock to dock within the 48 contiguous US.

2. Inside Delivery

Carrier inside delivery is defined as when carrier moves all or part of a shipment to a position beyond the point directly accessible or immediately adjacent to the delivery vehicle, usually inside the first enclosure. Dealer assisted inside delivery is when the product gets shipped to a dealer/installer and the product is taken from that location and delivered to the customer's point of use. This is negotiated separately with the dealer as a trip charge/delivery charge using the estimate per man hours submitted in this solicitation. If an elevator is unable to be used on an installation for any location above or below ground floor, additional charges may be assessed.

3. Deliver and Install

This includes unpacking, full assembly, ready-to-use, installed in designated room, and dunnage removed. Standard charges will be during normal hours of operation, without union wages or prevailing wage. This service is often charged in conjunction with inside delivery. Installation charges are negotiated separately between the customer and the authorized dealer using the estimates per man hour proposed in the solicitation.

v. Provide pricing for warranties on all products and services.

Safco offers a Limited Lifetime Warranty with limitations on some products being bid.

Warranty information and limitations are accessible via our website and listed inside the cover of our price list. A copy of our commercial warranty is attached to Tab 2 and the current warranty is updated at the link, <http://www.safcoproducts.com/warranty-statement>.

Safco's warranty pledges excellence in the quality of our products. It helps protect our customers' investments and extends our continuing dedication to our customers after their initial investment. We pledge to repair or replace, at Safco's option, any Safco product or component that is defective in material or workmanship for as long as the original purchaser owns it. As a manufacturer, we don't install product, instead we depend on our authorized dealers to provide warranty labor. This labor is provided at no additional charge to the customer, provided warranty is for the original purchaser within the first year of use, and is no fault of the customer. After the initial year, the labor will be negotiated separately, but the product will still be replaced at no charge per the warranty limitations. We do not cover labor for freight damaged furniture that was not signed for as damaged .

vi. Describe any return and restocking fees.

All merchandise requested to be exchanged or returned must first be issued a Return Goods Authorization (RG) number. All returned product must be packed in the original cartoning and in sellable condition. Product that has been installed cannot be returned. Applicable product must be returned within 30 days of return authorization date or RG will be canceled. No restocking fees or freight may be charged to Omnia members only if an item is returned due to damage, incorrect product shipped or Vendor customer service order entry error. Restocking fees for all other reasons, provided issue is not the fault of the manufacturer, shall be capped at 25% of the value of the items that require restocking, and the customer is required to pay for the return freight costs. Product must be returned in good condition. If product is poorly packaged and damaged, Safco will not issue credit. If the customer wants an exchange instead of a credit, exchanged product will then be reordered using the credit for the return or the customer can provide a new purchase order.

vii. Describe any additional discounts or rebates available. Additional discounts or rebates may be offered for large quantity orders, single ship to location, growth, annual spend, guaranteed quantity, etc.

Safco will discuss additional discounts for orders over \$100,000 net on a case by case basis depending on the category and any special needs required. Any requests for volume discounting on a project exceeding \$250,000 net will prompt the State/Local Contract Sales Manager to request a reduced admin fee from Omnia Partners for the project.

viii. Describe how customers verify they are receiving Contract pricing.

The order must state that the Omnia contract is being used. Safco order processing will automatically apply the correct discount. Every contract order is reviewed to ensure the proper discount and terms and conditions are applied. The pricing will be available through the Safco Omnia website once it is created so all entities can verify correct pricing. It will also be communicated to all dealers and sales reps. We will maintain a single discount for the entire price list. An excel price list index is attached to Tab 2. In addition, the customer can request a formal quote from Safco to ensure they are receiving accurate pricing.

ix. Describe payment methods offered.

We accept the following –

Checks

Credit Card (Visa, MC, AMEX, Discover)

ACH/EFT Payments

Wire Payments

x. Propose the frequency of updates to the Offeror's pricing structure. Describe any proposed indices to guide price adjustments. If offering a catalog contract with discounts by category, while changes in individual pricing may change, the category discounts should not change over the term of the Contract.

Safco has historically taken an annual organic price increase of 3-5%. In addition to raw materials, we see increases in industry sustainability compliance and regulations, labor, insurance, benefits, and transportation. Recently, the government sanctioned Force Majeure tariffs have required additional price list increase requests on some imported products or components. If the tariff is lifted, the tariff increase is removed and the pricing is resubmitted for approval. Safco will publish an excel price list with columns for model number (sku), description, list price, and Omnia net, on the Safco Omnia website once it is approved. The discount off list will not change.

xi. Describe how future product introductions will be priced and align with Contract pricing proposed.

Future product introductions will be priced with the approved discount structure already in place using the already awarded categories. Prior to selling this product on the Omnia contract, the new product will be submitted for approval, and available in the following published price list.

xii. Provide any additional information relevant to this section.

Safco has no additional information to provide.

Not to Exceed Pricing. Region 4 ESC requests pricing be submitted as not to exceed pricing. Unlike fixed pricing, the Contractor can adjust submitted pricing lower if needed but, cannot exceed original pricing submitted. Contractor must allow for lower pricing to be available for similar product and service purchases. Cost plus pricing as a primary pricing structure is not acceptable.

Safco has no objection to not to exceed product pricing and not to exceed standard installation pricing as submitted in question #16.



The definition of standard delivery and installation is unpacking, full assembly, ready-to-use, installed in designated room, and dunnage removed. Standard charges will be during normal hours of operation, without union wages or prevailing wage. This service is often charged in conjunction with inside delivery. If an elevator is unable to be used on an installation for any location above or below ground floor, additional charges may be assessed. Installation charges are negotiated separately between the customer and the authorized dealer using the estimates per man hour proposed in the solicitation. The range of estimates for installation is shown below.

State/region	Minimum per man hour	Maximum per man hour	Prevailing Wage upcharge over standard	Union Wage upcharge over standard
NJ/PA/NY/CT (EAST)	\$50.00	\$75.00	X 2	X 3
MI (CENTRAL)	\$59.00	\$70.00	X 1.5	X 2
MN (CENTRAL)	\$48.00	\$60.00	X 2	X 3
North TX (SOUTH)	\$40.00	\$70.00	X 1.5	X 2
GA (SOUTHEAST)	\$45.00	\$70.00	X 1.5	X 2
CA, AZ, NV (WEST)	\$38.00	\$65.00	X 1.5	X 2

Estimate:

Standard installation range falls between a **minimum \$38 per man hour to a maximum \$75 per man hour**. This is a national contract and install wages vary by state, product line, size, logistics, scope, and level of difficulty. The **not to exceed installation amount for standard delivery (not to include prevailing or union wage) is \$75 per man hour**, in the first contract year. The prevailing wage as shown above will be a percentage increase, over standard delivery, and the union wage will require an additional percentage beyond that. Trip charges will be charged as man hours. If the installation requires more than one installer, the range of estimates per man hours will be multiplied by the number of people required. The percentage per year upcharge is 3% per year the contract is in place, and will be applied to both the minimum and maximum per man hour to get a new range through the expiration of the contract.

Variables to consider:

Location/State install is being performed in

Union or non-union

Prevailing Wage or Non-prevailing wage

Freestanding or attached to the building

Size of project

Elevator or no elevator

Scope of project

Level of Difficulty

Number of people required

Logistics

Upcharge for inflation per additional year

Our warranty pledges excellence in the quality of our products. It helps protect our customer's investments and extends our continuing dedication to our customers after their initial investment.

LIMITED LIFETIME WARRANTY

Safco® warranty obligation: We pledge to repair or replace, at Safco's option, any Safco product or component that is defective in material or workmanship for as long as you, the original purchaser, own it. This warranty is subject to the provisions below.

LIABILITY LIMITATIONS

The following listed parts, components and supplies are covered under warranty in accordance with the below schedule following the product purchase date.

Ten Years: Seating controls and cylinders, Rumba™, Cha-Cha™, electric height-adjustable table series laminates, and wood seating components. All parts (excluding motor) on the XR, ML, E and LT-Series Height-Adjustable Tables.

Seven Years: Motor on XR-Series Height-Adjustable Tables.

Five Years: Glides, casters, polymer-based components, seating upholstery (fabrics and leather), foam, armrests, chrome seating components, user-adjustable work surface mechanisms, laminates, veneer finishes and other covering materials, drawer glides, electrical components, e5™ product line, Event Series, cabinets or mobile systems, components that are either moving parts or controls (guides that are in contact with moving parts), and motors on the ML-Series, E-Series, and LT-Series Height-Adjustable Tables.

Three Years: Outdoor Products (Entourage™, Evos™, Canmeleon™ and CoGo™ Product Lines), High Density 4-Post wire shelving and wire components, and electrical components.

One Year: Mogo Seat

WARRANTY SUBJECT TO EXCLUSIONS

Exclusions pertaining to this warranty are as follows but are not limited to:

- Normal wear and tear
- Product or product components utilized with the intent to rent or lease
- Freight damages: Safco is not liable for any product damages sustained during shipping or handling operations. Safco provides specific policies and requirements regarding shipping and handling, and reserves the right to review and address product distribution matters separately.
- Product negligence: A product is not considered defective due to misuse or improper installation. Safco products must be installed, used and maintained in accordance with product instructions and warnings.
- Alterations or attachments to the product that were not approved by Safco
- All COM Fabric is not covered under this warranty
- All corrugated products or components
- Use of non-multiple shift products for multiple shifts

Safco's warranty obligation is limited to normal use upon receipt of our products.

SEATING USAGE

Normal commercial usage for seating is defined as the equivalent of a single shift, forty (40) hour work week. To the extent that a seating product is used in a manner exceeding this, the applicable warranty period will be reduced in a pro-rata manner.

Models warranted for multiple shifts:

- Task Master® Industrial Series
- Soft Tough™ Series
- WorkFit™ Polyurethane Series
- Uber™ Series (500 lbs.)
- Alday™ Intensive-Use (500 lbs.)
- Vue™ Intensive-Use (500 lbs.)
- 24-Hour High Performance Chair (2424AG)

WARRANTY PROCEDURES

Please follow the warranty procedures described below:

1. Once a defect has been discovered, the original purchaser must contact Safco® immediately (within 30 days of defect detection), in writing, with the serial number(s) (if applicable), date code and model number from the product(s) in question.
2. Upon inspection of the product(s), Safco® will collect all relevant information necessary for review of the request.
3. Product replacement and replacement parts will be authorized by a Customer Care representative if acknowledged to be necessary under product warranty eligibility conditions.

SPECIFIC LIMITATIONS REGARDING COLOR VARIATIONS, FABRICS AND FINISHES

Natural products have varying grains and colors. Due to such natural variations occurring in materials such as wood and leather, these characteristics are not considered defects. Safco does not warrant the color-fastness or matching of colors, grains or textures of such materials. Materials supplied, selected or provided by the customer (COM) are not warranted.

Buyer is responsible for freight to and from factory on all warranty claims. Any description of the goods sold hereunder, including any reference to Buyer's specifications and any description in catalogs, circulars and other written or digital material published by Safco is for the sole purpose of identifying goods and shall not create an express or implied warranty that the goods shall conform to such description.

THERE ARE NO OTHER WARRANTIES, AND SAFCO DISCLAIMS ALL IMPLIED WARRANTIES INCLUDING WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE AND FREEDOM FROM PATENT INFRINGEMENT. NO AGENT, EMPLOYEE OR REPRESENTATIVE OF SAFCO HAS ANY AUTHORITY TO BIND SAFCO TO ANY AFFIRMATION, REPRESENTATION OR WARRANTY EXCEPT AS STATED HEREIN.

SAFCO SHALL HAVE NO LIABILITY FOR INDIRECT, INCIDENTAL, CONSEQUENTIAL OR SPECIAL DAMAGES OF ANY KIND. THESE LIMITATIONS ARE AGREED ALLOCATIONS OF RISK. UNDER NO CIRCUMSTANCES SHALL SAFCO'S LIABILITY WITH REGARD TO THE SALE OR USE OF THE PRODUCTS EXCEED THE PURCHASE PRICE PAID BY THE BUYER FOR THE PRODUCTS. TERMS AND CONDITIONS OF THIS WARRANTY ARE SUBJECT TO CHANGE WITHOUT NOTICE.

Note: Safco® does not require the customer to fill out a warranty registration card. Please keep all purchase documents for the product in event the warranty is needed. Contact our Customer Care team for any warranty assistance at info@safcoproducts.com or (888) 971-6225.

b) Performance Capability

i. Include a detailed response to Appendix D, Exhibit A, OMNIA Partners Response for National Cooperative Contract. Responses should highlight experience, demonstrate a strong national presence, describe how Offeror will educate its national sales force about the Contract, describe how products and services will be distributed nationwide, include a plan for marketing the products and services nationwide, and describe how volume will be tracked and reported to OMNIA Partners.

Attached to Tab 3

ii. The successful Offeror will be required to sign Appendix D, Exhibit B, OMNIA Partners Administration Agreement prior to Contract award. Offerors should have any reviews required to sign the document prior to submitting a response. Offeror's response should include any proposed exceptions to OMNIA Partners Administration Agreement on Appendix B, Terms and Conditions Acceptance Form.

Attached to Tab 1

iii. Include completed Appendix D, Exhibits F. Federal Funds Certifications and G. New Jersey Business Compliance.

Attached to Tab 3

iv. Describe how Offeror responds to emergency orders.

Emergency or rush deliveries are processed immediately. The order details and delivery requirements are communicated to our Credit Department for expedited release of the order, our Production Team for quick release to production and our Shipping Manager to schedule a carrier who will provide the fastest transit time available without expediting.

For stocked product which does not need to be manufactured, if an order is placed by 9am (central time), it can ship that same day. If it is placed after 9am (central time), it will ship the next day.

Emergency ship is not a standard so it needs to be referenced on the purchase order, and the customer should call to follow up immediately after submission.

v. What is Offeror's average Fill Rate?

Our average fill rate year to date is 93%.

vi. What is Offeror's average on time delivery rate? Describe Offeror's history of meeting the shipping and delivery timelines.

Safco was historically known as an ancillary, custom seating, and training tables company. After Safco's acquisition of the assets of Mayline, their business included manufacturing. Safco moved the manufacturing facility from WI to a new building in Iowa, and purchased new equipment. The plant move had many challenges that needed to be overcome, and some of our skilled workers and expertise was not able to move to Iowa, so we had significant gaps in the necessary resources required to keep our on time delivery around 95%, which is historically where legacy Mayline was operating when they were acquired. We went as low as 61.7%, raised it to 73% this year, and last quarter manufacturing on time delivery increased to 82%. Now that we have trained staff and efficient processes, we look forward to better on time delivery and lower lead times. Our lead time schedule is attached to Tab 3. Our distribution facilities historically see on time delivery rates of 91-94%.

vii. Describe Offeror's return and restocking policy.

All merchandise requested to be exchanged or returned must first be issued a Return Goods Authorization (RG) number. All returned product must be packed in the original cartoning and in sellable condition. Product that has been installed cannot be returned. Applicable product must be returned within 30 days of return authorization date or RG will be canceled. No restocking fees or freight may be charged to Omnia members only if an item is returned due to damage, incorrect product shipped or Vendor customer service order entry error. Restocking fees for all other reasons shall be capped at 25% of the value of the items that require restocking, and the customer is required to pay for the return freight costs. Product must be returned in good condition. If product is poorly packaged and damaged, Safco will not issue credit. If the customer wants an exchange instead of a credit, exchanged product will then be reordered using the credit for the return or the customer can provide a new purchase order.

viii. Describe Offeror's ability to meet service and warranty needs.

Safco offers a Limited Lifetime Warranty with limitations on some products being bid.

Warranty information and limitations are accessible via our website and listed inside the cover of our price list. A copy of our commercial warranty is attached to Tab 3 and the current warranty is updated at the link, <http://www.safcoproducts.com/warranty-statement>.

Safco's warranty pledges excellence in the quality of our products. It helps protect our customers' investments and extends our continuing dedication to our customers after their initial investment. We pledge to repair or replace, at Safco's option, any Safco product or component that is defective in material or workmanship for as long as the original purchaser owns it. As a manufacturer, we do not install product, instead we depend on our authorized dealers to provide warranty labor. This labor is provided at no additional charge to the customer, provided warranty is for the original purchaser within the first year of use. After that, the labor will be negotiated separately, but the product will still be replaced at no charge per the warranty limitations. We do not cover labor for freight damaged furniture that was not signed for as damaged. Service is conducted through the dealership with support from independent reps, employed sales managers, and our internal 22 person customer care team including project management and space planning.

ix. Describe Offeror's customer service/problem resolution process. Include hours of operation, number of services, etc.

Safco proposes to provide satisfactory product representation and sales support to participating entities by having one main contact and a backup at our corporate office. We will have one dedicated State/Local Sales Manager and State Customer Service Rep to respond to the needs of the contract and customers. We will have dedicated email addresses and direct dial phone numbers. We will also have 22 general Customer Service Representatives available to provide assistance. It is company policy that all email and telephone messages are responded to within 1 business day. For added support, we provide a Regional Manager, one to four sales reps per state and extensive list of servicing authorized dealers. The main contact at the corporate office will notify participating entities of changes to the representative contact information. For added support we have a general service email- info@safcoproducts.com and a phone line 888-971-6225.

Our Corporate office is open from 7:30 AM to 5:00 PM CST on Monday through Friday. Our Regional Manager and Sales Reps can be contacted at all times via cell phone.

x. Describe Offeror's invoicing process. Include payment terms and acceptable methods of payments. Offerors shall describe any associated fees pertaining to credit cards/p-cards.

Safco submits invoices for payment the business day after shipment to a fax number or email of your choice. Terms for qualifying accounts are 1%15 Net 30. These terms start on the invoice date, not the delivery date. Remittance information is listed on each invoice. For questions concerning invoicing, please contact the credit department at 763.536.6700. 1% 15 net 30 from date of invoice for Omnia agency direct purchase.

Safco Products Co. will work with our customers on a payment plan that works for both parties, if needed. We accept the following –Checks, Credit Card (Visa, MC, AMEX, Discover), ACH/EFT Payments, and Wire Payments.

xi. Describe Offeror's contract implementation/customer transition plan.

Safco has a dedicated State/Local Contract Sales Manager and State Contract Admin, emphasizing sales to educational entities and the public sector via goal setting for our dealers and sales reps. We have dealers that built relationships with customers that are eligible to use the Omnia contract, and if we hold the contract, it will give our entire authorized dealer network and individual sales reps access to it, leveraging the relationships that are already in place. My goal is to train my authorized dealers to save the customer time and money by offering the contract at the beginning of the quote process, so they do not have to put the project out to bid. Our previously authorized Omnia dealers are specifically trained on Omnia terms and conditions. We attend trade shows and use that opportunity to connect the member needs to the Omnia contract, providing them with competitive product at a competitive price. We see being awarded a contract with Omnia as a great opportunity to continue to increase market share in public procurement, as well as support our recent K-12 market initiative. We also hold the MHEC educational cooperative for MA. We lead with the Omnia contract, our only national cooperative purchasing contract.

xii. Describe the financial condition of Offeror.

LDI, Safco's parent company, is a \$700 plus million dollar company that has been around for over 100 years. The Company has profitable financial statements which include a strong working capital. Thier Z-Score is 6.878.

Safco, and LDI company, has been in business for over 55 years, is financially stable, and has a significant presence in the contract furniture market, business products market, office furniture catalogs, and ecommerce space. We have an excellent references and are proud of our business relationships with several major commercial customers such as Toyota, Boeing, Amazon, Comcast, Google, Home Depot, and Dick's Sporting Goods. We also have a significant presence in the government market with a GSA contract servicing the military and the FBI, and over 20 current and active state contracts.

Our credit references and information, as well as an explanation of Z Score is attached to Tab 3.

xiii. Provide a website link in order to review website ease of use, availability, and capabilities related to ordering, returns and reporting. Describe the website's capabilities and functionality.

www.safcoproducts.com Website resources include a new updated website coming live January 2020. With easy to view pages, our website will walk customers through our product solutions, photos and brochures, case studies, technical specifications and design options. With online or printable survey, our "how to" guides will direct dealer and users to provide the necessary details, allowing our space planners to create positive solutions. Our website does not have an online ordering shopping or returns basket.

xiv. Describe the Offeror's safety record.

Safety record for year to date is attached to Tab 3

xv. Provide any additional information relevant to this section.

Safco has no additional information to provide.



Product Category	Product Line	Lead time December 4th
Tables	Flip-n-Go®, Sync™, Bistro Series™	3 weeks
Tables	Cohere™ Series	6 weeks
Tables	All other tables (excluding the above) ML with Top, XR-Series, E-Series, Meeting Plus™, T-	8 weeks
Drafting	Ranger® Steel 4-Post Drafting Tables	5 weeks
Modular Desking	e5™ Series	6 weeks
Moduar Desking	CSII™	5 weeks
Modular Wall	Keep™	7 weeks
Technology Furniture	TechWorks®	5 weeks
Technology Furniture	Maytrix®	5 weeks
High Density	Mobile 1000™	5 weeks
High Density	Mobile Lite w/ 4 Post	5 weeks
High Density	Mobile Lite	4 weeks
High Density	Kwik Track w/ 4 Post	5 weeks
High Density	Kwik Track	5 weeks
High Density	4 Post	5 weeks
High Density	Flip-n-File™	5 weeks
High Density	Forms and Storage Cabinets	5 weeks
High Density	File Harbor	5 weeks
High Density	ARC® Rotary	5 weeks
Mailroom	Mailflow®	8 weeks
Mailroom	Mailflow-to-Go®	6 weeks
Files	Pedestals and Laterals	7 weeks

Look to reduce target lead time more in 2020

Please Note:

Any order over \$20K (net) needs to have the lead time quoted

Special Order laminate or fabric/COM - longer lead times may apply

Orders with products of varying lead times (eg: Sync Tables-4 weeks and Mailflow - 8 weeks), will receive the longer lead time for the entire order. Sales orders would need to be split to ship the lower lead time item, if

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Buyer is responsible for freight to and from factory on all warranty claims. Any description of the goods sold hereunder, including any reference to Buyer's specifications and any description in catalogs, circulars and other written or digital material published by Safco is for the sole purpose of identifying goods and shall not create an express or implied warranty that the goods shall conform to such description.

THERE ARE NO OTHER WARRANTIES, AND SAFCO DISCLAIMS ALL IMPLIED WARRANTIES INCLUDING WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE AND FREEDOM FROM PATENT INFRINGEMENT. NO AGENT, EMPLOYEE OR REPRESENTATIVE OF SAFCO HAS ANY AUTHORITY TO BIND SAFCO TO ANY AFFIRMATION, REPRESENTATION OR WARRANTY EXCEPT AS STATED HEREIN.

SAFCO SHALL HAVE NO LIABILITY FOR INDIRECT, INCIDENTAL, CONSEQUENTIAL OR SPECIAL DAMAGES OF ANY KIND. THESE LIMITATIONS ARE AGREED ALLOCATIONS OF RISK. UNDER NO CIRCUMSTANCES SHALL SAFCO'S LIABILITY WITH REGARD TO THE SALE OR USE OF THE PRODUCTS EXCEED THE PURCHASE PRICE PAID BY THE BUYER FOR THE PRODUCTS. TERMS AND CONDITIONS OF THIS WARRANTY ARE SUBJECT TO CHANGE WITHOUT NOTICE.

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01/01/2019



SAFCO PRODUCTS CO.
Credit References and
Information

Address: 9300 West Research Center Road
Minneapolis, MN 55428-3638

Telephone: General: (763) 536-6700
Fax: (763) 536-6777

Type of Business: Corporation, Incorporated in MN 1966

Principal Activity: Manufacturer of workplace furniture; workplace storage products,
industrial and graphic arts products

Principal Officers: Matt Homan, Chief Executive Officer & President
Mike Fiterman, Chairman of the Board
David Lenzen, Executive Vice President, CFO & Assistant Secretary
Ronda Bayer, Vice President, General Counsel & Secretary

Division President: Rick Stanley

Bank Reference: Wells Fargo Bank, N.A.
Balance Confirmation Services
P.O. Box 40028
Roanoke, VA 24022

For credit info: See Notice from Wells Fargo Bank (page 2 hereof)

Account Number: 4122264716 (Liberty Diversified International, Inc. – Parent Company)

DUNS Nos. Safco Products: DUNS #006453575

Trade References:

Viking Acoustical 21480 Heath Avenue Lakeville, MN 55044 Telephone: 952 469-3405 Facsimile: 952 469-4503	Valley Craft Industries, Inc. 2001 S Hwy 61 Lake City, MN 55041 Telephone: 651 345-3386 Facsimile: 651 345-6507
Shippers Supply, Inc. 401 – 11 th Avenue South Hopkins, MN 55343 Telephone: 952 929-2664 Facsimile: 952 929-3101	

Submitted by: _____

Date: _____

Commercial / Consumer Credit and/or Deposit Account Inquiry

For faster processing, please complete the form Online before printing.

**WELLS
FARGO**

This form is for use by companies requesting account (includes deposit accounts, loans, lines, and cards) information on Wells Fargo Bank, N.A. customers. Please complete the form, obtain the customer authorization signature and fax request to 1.844.879.0544. Your completed request will be faxed to the return fax number provided on this form.

TYPE or complete in BLACK INK. Use only CAPITAL LETTERS

Fax Request To:.....1-844-879-0544
Balance Confirmation Services.....1-540-563-7323

SECTION 1: REQUESTER INFORMATION

Company Name																								
Attention																								
Street Address																								
Street Address																								
City															State					Zip				
Requester Phone Number															Return Fax Number									

SECTION 2: CUSTOMER INFORMATION

L	i	b	e	r	t	y		D	i	v	e	r	s	i	f	i	e	d		I	n	t	e	r	n	a	t	i	o
Wells Fargo Customer Name																													
Deposit Account Nos., Loan Nos. and/or Line(s) and Cards Nos. (Required)																													
4	1	2	2	2	6	4	7	1	6																				

SECTION 3: CUSTOMER AUTHORIZATION

I/We authorize and direct Wells Fargo Bank, N.A. to release any of the following information to the above named requester on the above listed deposit accounts, loans and/or lines and cards: Account Number, Account Type, Account Open Date or Customer since Date, Account Holders, Average or current Balance in general figure range, amount of credit extended, current amount outstanding in general figure range, account status of Open or Closed, Closed Date and Current Interest Rate. In addition CDs and IRAs may include Term, Maturity Date, Interest Payment, Interest Method and Penalty. For Commercial Accounts: I understand that a fee may be charged for this service as stated in the Wells Fargo Bank, N.A. schedule of fees or Treasury Management Pricing Disclosures applicable to the accounts above.

David Lenzen

Printed Name of Authorized Signer for Customer

David Lenzen

Signature of Authorized Signer for Customer

Date



Explanation for Our Z-score which is 6.878

Z-Score

The Altman Z-Score Formula Is

The Altman Z-score is the output of a credit-strength test that helps gauge the likelihood of bankruptcy for a publicly traded manufacturing company. The Z-score is based on five key [financial ratios](#) that can be found and calculated from a company's annual [10-K report](#). The calculation used to determine the Altman Z-score is as follows:

$$\zeta = 1.2A + 1.4B + 3.3C + 0.6D + 1.0E$$

where:

ζ = The Altman Z-score

A = Working capital/total assets

B = Retained earnings/total assets

C = Earnings before interest and taxes (EBIT)/total assets

D = Market value of equity/book value of total liabilities

E = Sales/total assets

Typically, a score below 1.8 indicates that a company is likely heading for or is under the weight of bankruptcy. Conversely, companies that score above 3 are less likely to experience bankruptcy.



Safety Scorecard
Calendar Year 2019 - Through 10/31

	Facility	NAICS Code	Hours Worked	RECORDABLE CASES			LOST / RESTRICTED WORK DAY CASES			YTD LOST WORK DAYS	YTD RESTRICTED DAYS	SIC Code
				YTD CASES	INCIDENT RATE	BENCHMARK Rate	YTD CASES	INCIDENT RATE	BENCHMARK Rate			
Safco Products Group	Brooklyn Park, MN	49311	19,091	1	10.5	5.0	1	10.5	3.7	0	75	4225
	New Hope, MN	423210	202,251	0	0.0	2.9	0	0.0	1.7	0	0	5021
	Riverside, CA	49311	21,087	0	0.0	5.0	0	0.0	3.7	0	0	4225
	Kennesaw, GA	337214	42,599	1	4.7	4.9	0	0.0	2.9	0	0	2522
	Milford, IA	33721	235,101	8	6.8	4.9	6	5.1	2.9	2	222	2522
	Windsor, VA	49311	45,784	1	4.4	5.0	1	4.4	3.7	0	12	4225
	Group Subtotal			11	3.9	5.0	8	2.8	3.7	2	309	
Company Total				36	2.1	2.9	20	1.2	1.6	86	464	

A_SUPPLIER RESPONSE

3.1 Company

A. Brief history and description of Supplier.

Safco® Products has over 50 years of experience as a leading, mid-market manufacturer of office furniture, ancillary products and K12 educational solutions. In 1966, Safco began as a manufacturer of corrugated products for the office, but production soon evolved to include steel files, carts, trash receptacles and industrial seating. Over the years, we have continued to expand our catalog. Through thoughtful design, development and acquisition, Safco now offers an extensive product line that reaches all the way across the workplace from the front office to the warehouse. In 2016, we acquired Focal Upright™ and the Mayline® Company, The Focal product line expanded our footprint of active working solutions allowing us to create a collection around movement-based workplace solutions. The Safco Active Collection consists of a variety of desks, seating and ancillary products designed to help keep workers more active throughout their workday. The Mayline acquisition provided Safco the opportunity to broaden our manufacturing capabilities and custom product assortment. Casegoods, high density storage, mailroom furniture and TechWorks® Workstations have enabled Safco to provide a more comprehensive selection of products to our customers.

Learn by Safco® was launched in 2019 as a way to better serve customers in the K12 education marketplace. Our focus on the education market allows us to intentionally enhance our products based on today's learning environments. Flexible seating, mobility and multifunctional products are designed to enhance every educational environment from the classroom to the principal's office - and everywhere in between. Safco continues to grow and diversify our product line to meet the changing needs of work and education spaces. Our vast assortment of seating, tables, organizational and storage products, trash and recycling receptacles, and custom options allow Safco products to be part of every workspace solution. Safco is privately held, part of the Liberty Diversified International (LDI) family of companies. LDI is a family owned company with over 100 years of experience in corrugated paper and packaging, and office solutions. The corporate office location is in Minneapolis, MN.

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

Sales managers employed by Safco are attached to Tab 3.

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

Safco - Corporate Office - New Hope, MN - 120 employees at 5600 N HIGHWAY 169 NEW HOPE MN 55428-3027

Safco - Kennesaw, GA - 24 employees at 2700 Barrett Lakes Blvd Ste 700 Kennesaw GA 30144-6896

Safco - Riverside, CA - 11 employees at 14605 Innovation Dr Riverside CA 92518-3027

Safco - Windsor, VA - 22 employees at 12400 William A Gwaltney Way Windsor VA 23487-5685

Safco - Milford, IA - 114 employees at 909 4th Street Milford IA 51351

Safco - Brooklyn Park, MN - 9 employees at 6920 93rd Avenue North Brooklyn Park MN 55445

D. Annual sales for the three previous fiscal years.

FY 19 \$ 189,617,174 FY 18 \$ 153,703,116 FY 17 \$ 110,355,253

E. Submit FEIN and Dunn & Bradstreet report.

FEIN 41-0911459 Duns# 00-645-3575 Duns Report is attached to Tab 3

F. Describe any green or environmental initiatives or policies.

Safco not only holds itself to strict environmental standards, we require suppliers to regard the standards as a total supply chain initiative. Suppliers play an important role in Safco's long-standing commitment to perform operations in a manner consistent with sound health, safety and environmental management practices. Because of this, suppliers are not only expected to comply with applicable health, safety and environmental laws and regulations, they are expected to seek continuous improvement within these realms. As an industry leader, Safco aims to set high environmental standards offering a large collection of GREENGUARD Certified products. The GREENGUARD Certification Program is internationally recognized for evaluating product emissions and certifying building materials, furnishings, finishes and cleaning products and processes that meet stringent product emissions criteria set by UL Environment. This stringent criteria has enabled GREENGUARD Certified products to be recognized as qualifying for Leader in Energy & Environmental Design (LEED) points, allowing them to contribute toward LEED certification. Safco's long-standing dedication to ensure products meet the rigorous chemical emissions standards of GREENGUARD Certification signifies our stewardship to every environment. Safco continues to become an environmentally conscious company with the intention to offer more products that our customers can feel good about and responsible practices that encourage sustainability, helping us obtain a proud standing in our community and the planet.

Safco advocates continuous improvement in the realms of efficient recycling and/or disposal of waste materials and improving treatment and control of waste emissions affecting air, water and soil. Safco also encourages the practice of waste reduction operations such as machine efficiency, raw material utilization, conservation of soil, air, water quality, biodiversity, wildlife and aquatic habitats, the practice of sustainable forest management policies where applicable, end-of-life treatment recommendations, raw material and recycled content regulation and legal compliance with environmental legislation.

Finally, Safco uses FSC and Smartwood Certified catalogs, brochures and other publications whenever possible as part of the Rainforest Alliance Certification. In addition, these publications have been printed from soy ink. Soy ink, derived from soybeans, is an environmentally friendly alternative to traditional petroleum-based ink.

G. Describe any diversity programs or partners supplier 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.

Safco Products is an equal opportunity employer and makes all employment decisions without regard to race, color, sex, religion, age, creed, sexual orientation, national origin, marital status, disability, or any other protected class. In addition to practicing EEO, in partnership with our vendor Local Job Network each job opening we hire for is distributed to over 15,000 community based diversity organizations. Some of which include organizations serving groups such as: Veterans, Disabled, Minorities, Women, and other Diversity organizations. Safco does not offer a price differential for diverse suppliers.

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

Safco does not hold any underutilized business certificates.

I. Describe how supplier differentiates itself from its competitors.

Safco is large enough to realize economies of scale but small enough to be able to react quickly to customer needs. Customers have access to management at all levels, allowing questions to quickly be answered. There are many companies selling office seating and desks with whom we compete, but we specialize in many categories overlooked by most furniture companies, and provide a full range of products to allow single source solutions.. Some examples are High Density Filing and Storage (competitors are Space Saver and Datum); Techworks heavy duty benching used in I.T., Clean Room, Crime and other laboratories (the FBI is a major client, Wright Line is a competitor); custom mail room furniture; flat and archival files; collaborative work stations, and height adjustable tables. We also offer a variety of custom and configurable options within our product line, providing customers the opportunity to create a product that suits their specific needs. This could be as simple as fabric on a task chair to creating an entire work center. Our product offering can range from desktop organizers and trash cans, to seating and casegoods. This large breadth of product allows customers to easily find all the solutions they need to complete their space. We offer a large selection of product on our 48hr quick ship program. Our customers enjoy the service of space planning. With the use of surveys and client supplied floor plans, our team of space planning experts provide workspace and storage solution designs that include our entire product offering, right down to every last desk accessory. Plus, our design renderings showcase how Safco products will fit into the space and bring in color and textures so they can see what their space will look like. Our customer service is routinely named among the best in the industry, and our strong commitment to our customers' satisfaction is evident.

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

Safco is involved in litigation from time to time that arises in the ordinary course of business. Safco has not filed or been involved in any bankruptcy during its more than fifty years in business.

K. Felony Conviction Notice: Indicate if the supplier

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

Safco is not publicly held.

b. is not owned or operated by anyone who has been convicted of a felony; or

Safco is not owned or operated by anyone who has been convicted of a felony.

c. is owned or operated by and individual(s) who has been convicted of a felony and provide the names and convictions.

Safco is not owned or operated by individual who has been convicted of a felony.

L. Describe any debarment or suspension actions taken against supplier

No debarment or suspension action has been taken against Safco.

3.2 Distribution, Logistics

A. Describe the full line of products and services offered by supplier.

Desks and Storage: Give users a choice on where and how they work with a variety of contemporary desks and conference designs. These solutions offer sitting and standing options while providing the space needed to work and meet.

Seating: From training, executive, task, active, and multi-purpose chairs to reception, lounge and bistro seating - our chairs are comfortable, keep users moving and blend into any work environment.

High Density Storage: Store more in less space with smart storage solutions that keep things neat, organized and readily accessible.

Workspaces: Our workspace furniture breaks down the divisions between people and helps organizations promote collaboration and teamwork.

Tables: Our variety of tables enables meetings and touchdown spaces across the work environment. Training, breakroom, occasional, conference, outdoor and teaming tables provide areas to meet, greet and work.

Technology Furniture: Rapidly evolving technologies require easily adaptable furniture that can be configured to support different tasks, teams and work styles.

Mailroom Furniture: Our mailroom furniture is uniquely designed to optimize mail flow efficiency, while maximizing budget dollars.

Drafting Furniture: Safco's drafting furniture has set the standard for decades. Drafting tables and large capacity flat files provide the essential tools and storage needed for success.

Lighting: Safco provides a variety of LED lighting solutions that go beyond simple desk lamps. They provide USB or wireless charging capabilities to provide multifunctional solutions to every desktop.

Ergonomic and Active Products: Our line of ergonomic and active products allows users to keep moving and comfortable throughout their workday. With a variety of options, every worker can have a more relaxing and active way to work.

Waste Receptacles: Our extensive line of waste and recycling receptacles can help keep any work environment clean. Safco has indoor/outdoor trash cans, under-desk wastebaskets, large- capacity trash and recycling centers, customizable options, and more to fit every waste need.

Facilities: Safco has the products to help you do the heavy lifting. Our line of hand trucks, platform trucks and dollies can easily move large and heavy items across the work environment.

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

Safco is a manufacturer that provides authorization to others to act on our behalf.

Safco sales force consists of direct sales managers who each manage a territory or national account. Our directly employed Divisional Sales Managers work side by side with independent Rep Group Network consisting of 20 rep group and 90-100 independent reps as well as working directly with a knowledgeable and authorized dealer network. Service is conducted through the dealership with support from independent reps, employed sales managers, and our internal customer care team. Delivery is conducted directly from Safco unless otherwise requested. Products originate from one of our owned manufacturing or distribution facilities in Minnesota, Iowa, California, Virginia, or Atlanta. A list of sales managers is attached to Tab 3. A count of dealers, and a list of dealers, divided by area, that were previously authorized by Omnia, is attached to Tab 3.

Any state that has a mandatory state contract requirement for categories awarded, or agency that has a mandatory state purchasing rule will not be serviced by Omnia contract, and federally funded government agencies are directed to use the federal GSA contract, handled by a different government department manager.

C. Describe how Participating Agencies are ensure they will receive the Master Agreement pricing; include all distribution channels such as direct ordering, retail or in-store locations, through distributors, etc. Describe how Participating Agencies verify and audit pricing to ensure its compliance with the Master Agreement.

Safco will take the order directly from the agency or from the authorized dealer. If Safco takes the order directly from the end user, the order must state the Omnia contract is being used, or include the contract number. Safco order processing will automatically apply the correct discount. Every contract order is reviewed to ensure the proper discount and terms and conditions are applied. The pricing will be available through the Omnia website once it is created so all entities can verify correct pricing. It will also be communicated to all dealers and sales reps. We will maintain a single discount for the entire price list. In addition, the customer can request a formal quote from Safco's sales support team to ensure they are receiving accurate pricing.

D. Identify all other companies that will be involved in processing, handling or shipping the products/service to the end user.

Liberty Diversified, our parent company, will be involved in processing payments and shipping orders, since the carriers are registered under their account numbers. Safco ships multiple truckloads per day to all regions of the U.S. for final delivery and installation with the support of our dealer network through preferred carriers. The list of servicing dealers that will be involved with processing, handling, and delivery to the end user is attached to Tab 3 (approved as authorized dealers on the previous Omnia contract).

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

Safco - Corporate Office - New Hope, MN - 120 employees at 5600 N HIGHWAY 169 NEW HOPE MN 55428-3027

Safco - Kennesaw, GA - 24 employees at 2700 Barrett Lakes Blvd Ste 700 Kennesaw GA 30144-6896

Safco - Riverside, CA - 11 employees at 14605 Innovation Dr Riverside CA 92518-3027

Safco - Windsor, VA - 22 employees at 12400 William A Gwaltney Way Windsor VA 23487-5685

Safco - Milford, IA - 114 employees at 909 4th Street Milford IA 51351

Safco - Brooklyn Park, MN - 9 employees at 6920 93rd Avenue North Brooklyn Park MN 55445

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 supplier's primary go to market strategy for Public Agencies to supplier'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
In the first 10 days after award, executive leadership will promote the use of this contract for the public sector and within our K12 education initiative.

ii. Training and education of Supplier's national sales force with participation from the Supplier's executive leadership, along with the OMNIA Partners, Public Sector team within first 90 days

In the first 90 days, our executive leadership will host a webinar for our national sales team and rep groups. Presentation materials such as slides and talking points will be distributed to further enhance their training. Emails with updated terms and conditions will be distributed among the authorized dealer network.

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 Supplier, 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

Safco will create a co-branded press release within 15 days of the award date. The press release will be sent for publication to: Business of Furniture, Workplace Furniture, OPI, Educational Dealer and Independent Dealer Magazines. It will also be published on the Safco website.

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

Safco will create an internal Omnia website, linked to the Omnia Partners landing page, within the first 15 days from the award date. We will keep it updated with approved authorized dealers, product additions and price increases.

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

Safco will co-brand existing brochures and marketing materials to support the Master Agreement. These will be distributed via our rep group email database and dealer database. They will also be linked via the OMNIA Partners landing page on the website.

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

Safco is committed to attending or one of our authorized dealers will represent our product and contract at the shows above. Shows that we have attended are WB Mason, ISG Prevail, EDspaces, NeoCon, Neocon East, MinneCon, Essendant, NIGP, and over half of the NIPA regional cooperative summits offered all over the country in the last 2 years.

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

Safco has reserved a booth at the NIGP Annual Forum in the Omnia section. This will be our third consecutive year participating. Safco will adequately staff the booth and provide co-branded marketing materials, emails and banners to support the forum.

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

Safco will advertise on a monthly basis in the following publications: Business of Furniture, Workplace Furniture, OPI, Educational Dealer and Independent Dealer Magazines.

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

Safco will continue to co-brand marketing materials throughout the contract as they become available. We will also continue to do authorized dealer training and provide supporting materials as needed. In addition, the contract will be promoted at our quarterly sales webinars and annual principal meetings. We do authorized dealer presentations where we provide training and co branded materials, giving them the resources they need to sell on the contract.

viii. Dedicated OMNIA Partners, Public Sector internet web-based homepage on Supplier's website

Within 15 days of Safco's award, we will publish an internal website that connects to the Omnia Partners landing page. It will either include or have links to all of the requested information below.

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

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

Safco has a dedicated State/Local Contract Sales Manager and State Contract Admin, emphasizing sales to educational entities and the public sector via goal setting for our dealers and sales reps. We have dealers that built relationships with customers that are eligible to use the Omnia contract, and if we hold the contract, it will give our entire authorized dealer network and individual sales reps access to it, leveraging the relationships that are already in place. My goal is to train my authorized dealers to save the customer time and money by offering the contract at the beginning of the quote process, so they do not have to put the project out to bid. Our previously authorized Omnia dealers are specifically trained on Omnia terms and conditions. We attend trade shows and use that opportunity to connect the member needs to the Omnia contract, providing them with competitive product at a competitive price. We see being awarded a contract with Omnia as a great opportunity to continue to increase market share in public procurement, as well as support our recent K-12 market initiative. We also hold the MHEC educational cooperative for MA. We lead with the Omnia contract, our only national cooperative purchasing contract.

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

I acknowledge that Safco agrees to provide its logo(s) to OMNIA Partners, Public Sector and agrees to provide permission for reproduction of such logo in marketing communications and promotions. I also acknowledge that use of OMNIA Partners, Public Sector logo will require permission for reproduction.

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

We will market the contract as follows:

i. Master Agreement was competitively solicited and publicly awarded by a Principal Procurement Agency

We will provide a link to the competitively bid solicitation under the tab labeled "Contract Documentation" using the Omnia Partners contract landing page which will be connected to our internal Omnia website.

ii. Best government pricing

We assure the member they are getting competitive product at a competitive price.

iii. No cost to participate

We advertise that member registration is free.

iv. Non-exclusive

We promote this a public cooperative purchasing contract. It is available to any non-profit, state, and public sector agencies.

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

Safco will train its national sales force on the solicitation process, searchable member list, key features, and benefits of the Master agreement using the promotional Omnia power point that was released in Jan 2019 and an internal Safco terms and conditions sheet with a link to register new members free of charge. I will also share updates, product additions, and price increases by Webinar. Prior to requesting a dealer to be added as an authorized dealer, we set up a conference call and complete a training overview of the Omnia contract terms and conditions, answering any questions they may have, and providing any co-branded resources I may have.

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, Public Sector

iv. Knowledge of benefits of the use of cooperative contracts

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

This contact information, along with key personnel qualifications and experience is attached to Tab 3.

i. Executive Support

ii. Marketing

iii. Sales

iv. Sales Support

v. Financial Reporting

- vi. Accounts Payable**
- vii. Contract Manager**

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

Safco sales force consists of direct sales managers who each manage a territory or national account. Our directly employed Divisional Sales Managers work side by side with our independent Rep Group Network consisting of 20 rep groups and 90-100 independent reps as well as working directly with a knowledgeable and authorized dealer network. Service is conducted through the dealership with support from independent reps, employed sales managers, and our internal customer care team. The sales team regionals report to a National Sales Manager, who reports to a Director of Sales, who reports to the highest level executive in charge of sales, Sharad Mathur, VP of Sales and Innovation. His email is sharadmthur@safcoproducts.com and his phone number is 7635366743.

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

Safco wants to be a first choice alternative for furniture and related items. We are looking to increase our market share in the education and public sector market. We want to be able to partner with Omnia to serve small customers that prefer a contract because they do not have the resources to bid. Our sales force is familiar with and eager to continue using the Omnia contract. Our internal and external communication can be accomplished within 7 to 10 days, and new Omnia goals will be assigned to each rep group and updated in real time on their sales dashboards. Safco will generate target customer lists and call patterns to be sure we are contacting key clients. Upon approval to use the logo, we will provide co-branded marketing materials. If Omnia awards Safco a contract, we look forward to Omnia providing a marketing contact to help publish a landing page on the Omnia website that can connect to our supplier website. A direct contact for timely approval of price increases, authorized dealers, and general inquiries. Omnia can partner with Safco and their sales force by providing us easy access to member numbers to verify eligibility, contact information for area/regional people that understand state statutes in case an end user has compliance questions, and be available for questions or introductions at Regional Trade shows. We would also like an email lead list to directly market to the end user, if possible.

I. Explain in detail how Supplier 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.

Safco will train it's national sales force on the solicitation process, searchable member list, features, and benefits of the Master agreement using the promotional Omnia power point that was released in Jan 2019 and an internal Safco terms and conditions sheet with a link to register new members free of charge. I will also share updates, product additions, and price increases by Webinar. Prior to requesting a dealer to be added as an authorized dealer, we set up a conference call and complete a training overview of the Omnia contract terms and conditions, answering any questions they may have, and provided any co-branded resources I may have. When we are approached for best discount on a state, educational, or public sector entity, I immediately look up the agency information to determine if they are a member, and ask the dealer to leverage that information to use the contract for the sale. They are instructed that the agency must approve the use of the contract and they submit the order using the Omnia contract and discount. Our goal is to catch the quote in the beginning stages so it does not need to go out to bid. Our internal systems will track all purchases through a unique account using the specified contract number. The agency address is looked up on the member listing and recorded in the ordering system. Safco has a dedicated State/Local Sales Manager that reports on this contract and pays the applicable admin fee. The due date of the monthly report is uploaded to a calendar for due date reminder Sales are downloaded by invoice date for each order with the member numbers from a BI Tool. Then, we import the information to fit the quarterly reporting template requirements. This can be done as long as the person submitting the order references our Omnia contract.

J. State the amount of Supplier's Public Agency sales for the previous fiscal year. Provide a list of Supplier's top 10 Public Agency customers, the total purchases for each for the previous fiscal year along with a key contact for each.

Safco's public agency sales for the previous fiscal year are \$6.2 million. Safco's top 10 Omnia customers for the previous year from Oct 2018-Oct 2019, and public sector references are attached to Tab 3.

K. Describe Supplier'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.

Safco uses JDE and BI Tool for ordering, invoicing and reporting. We are capable of applying pricing plans, member numbers, and contract numbers to each order. We are capable of accepting EDI orders. We are capable of accepting ACH payments. We do not have e-procurement online ordering on our website.

M. Provide the Contract Sales (as defined in Section 10 of the OMNIA Partners, Public Sector Administration Agreement) that Supplier will guarantee each year under the Master Agreement for the initial three years of the Master Agreement ("Guaranteed Contract Sales").

year one

year two

year three

To the extent Supplier guarantees minimum Contract Sales, the administration fee shall be calculated based on the greater of the actual Contract Sales and the Guaranteed Contract Sales.

Safco will not be able to guarantee sales. While we currently have a growing contract, some of that is project business, and we can not forecast the dollar amount of project business, repeat sales, and new business in the next 3 years. We will lead with the Omnia contract whenever possible.

M. 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, Public Sector).

When I am approached by a commercial dealer for better customer discounting on a bid, I immediately look up the agency to determine if they are a member and ask the dealer to leverage that information to use the contract for the sale. They are instructed that they must submit it using the Omnia contract and discount, and the agency must give them permission to use it. Our preference is to catch the quote in the beginning stages so it does not need to go out to bid.

ii. If competitive conditions require pricing lower than the standard Master Agreement not-to-exceed pricing, Supplier may respond with lower pricing through the Master Agreement. If Supplier is awarded the contract, the sales are reported as Contract Sales to OMNIA Partners, Public Sector under the Master Agreement.

We will report all sales that use standard or volume discounting using the Omnia contract, regardless of the source of the original proposal.

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, Public Sector).

Our pricing structure is set up so Omnia contract has the most competitive discount the customer get on a national cooperative purchasing contract as a state, educational, or public sector purchaser.

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.

We lead with Omnia if the eligible agency does not have a mandatory state purchasing requirement.

Detail Supplier's strategies under these options when responding to a solicitation.

When I am approached by a commercial dealer for better discounting on a bid, I immediately look up the agency to determine if they are a member and ask the dealer to leverage that information to use the contract for the sale. They are instructed that they must submit it using the Omnia contract and discount, and the agency must give them permission to use it. Our preference is to catch the quote in the beginning stages so it does not need to go out to bid. If competitive conditions require pricing lower than the standard Master Agreement not-to-exceed pricing, Supplier may respond with lower pricing through the Master Agreement. If Supplier is awarded the contract, the sales are reported as Contract Sales to OMNIA Partners, Public Sector under the Master Agreement. We will report all sales that use standard or volume discounting on the Omnia contract, regardless of the source of the original proposal. 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, Public Sector). Our pricing structure is set up so Omnia contract has the most competitive discount they can get as a state, educational, or public sector purchaser. If alternative or multiple proposals are permitted, respond with pricing higher than Master Agreement, and include Master Agreement as the alternate or additional proposal. We lead with Omnia if the eligible agency does not have a mandatory state purchasing requirement, and federally funded government agencies are directed to use the federal GSA contract, handled by a different government department manager.

Name	Account	Office	Location
Ken Schwab	DSM, Northeast Sales Division	Remote/Home Office	Raritan, NJ
Carolee Janke	National Account Manager, E-Commerce	New Hope Office	Minneapolis, MN
Scott B Gerloski	Special Markets, Art & Engineering	Remote/Home Office	Muskego, WI
Ron Redding	National Sales Manager, North Central Sales Division	New Hope Office	Minneapolis, MN
Steve Fitzgerald	DSM, Western Sales Division	Remote/Home Office	Auburn, CA
Dave Mayer	DSM, Southeast Sales Division	Remote/Home Office	Ballwin MO
Bill Walsh	International, Inside Sales, Special Markets	New Hope Office	Minneapolis, MN
Kayla Melius	E-Commerce, Tier 2m Account Representative	New Hope Office	Minneapolis, MN
Rick Manning	National Account Manager - SP Richards	New Hope Office	Minneapolis, MN
Daniel Poppy	Custom Retail Sales Manager	Remote/Home Office	Franklin, KY
Dave Thiesse	National Account Manager, Megs: US & Canada	Remote/Home Office	Ankeny, IA
Jody Ebbers	National Account Manager:	Remote/Home Office	Cedar Grove, WI
Christina Libby	National Account Manager: Megs, Staples US	Remote/Home Office	LeClaire, IA
Travis Holland	K-12 Sales Manager	Remote/Home Office	Nashville, TN
Yvonne Moore	State & Local Contracts Sales Manager	New Hope Office	Minneapolis, MN
Jeff Woodward	GSA Sales Manager	Remote/Home Office	Clarksburg, MD
Patty Pugh	Business Development Manager, Storage Systems	Remote/Home Office	Stuarts Draft, VA

Summary

Order Reference: danarocha@safcoproducts.com | Report as of: 12-02-2019 3:02 PM | using Currency as USD

SAFCO PRODUCTS CO.

Tradestyle(s): (SUBSIDIARY OF LIBERTY DIVERSIFIED INTERNATIONAL, INC., NEW HOPE, MN)

ACTIVE HEADQUARTERS

Address: 5600 N Hwy 169, Moved From: 9300 West Research Ctr Rd, Minneapolis, Mn, Minneapolis, MN, 55428, UNITED STATES
Phone: (763) 536-6700
D-U-N-S: 00-645-3575
In Portfolio: Yes
Tags: No tags
Alerts: No alerts

Failure Score

49
(No change since last month)

Delinquency Score

66
(No change since last month)

Age of Business

52 years
1966 Year Started

Employees

188
138 (here)

Recent Alerts

There are no alerts to display.

Company Profile

D-U-N-S
00-645-3575
Legal Form
Corporation (US)
History Record
Clear
Date Incorporated

Mailing Address
United States
Telephone
(763) 536-6700
Website
www.safcoproducts.com
Present Control Succeeded

Employees
188 (138 here)
Age (Year Started)
52 years (1966)
Named Principal
David Lenzen, EXEC VP-AST SEC
Line of Business

State of Incorporation

Minnesota

Ownership

Not publicly traded

Risk Assessment

Overall Business Risk



Maximum Credit Recommendation

US\$ 315,000

Dun & Bradstreet Thinks...

- Overall assessment of this organization over the next 12 months: **STABLE CONDITION**
- Based on the predicted risk of business discontinuation: **LIKELIHOOD OF CONTINUED OPERATIONS**
- Based on the predicted risk of severely delinquent payments: **MODERATE POTENTIAL FOR SEVERELY DELINQUENT PAYMENTS**

The recommended limit is based on a moderately low probability of severe delinquency.

D&B Viability Rating
Portfolio Comparison Score



Company's risk level is: **LOW**

Probability that a company will go out of business, become dormant/inactive, or file for bankruptcy/insolvency within the next 12 months: **3.00 %**

Failure Score Formerly Financial Stress Score



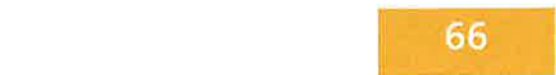
Company's risk level is: **MODERATE**

Probability of failure over the next 12 months: **0.25 %**

Past 12 Months



Delinquency Score Formerly Commercial Credit Score



Company's risk level is: **MODERATE**

Probability of delinquency over the next 12 months: **4.09 %**

Past 12 Months



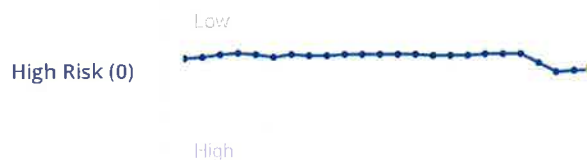
PAYDEX ®

61

Low Risk (100)

Days Beyond Terms : 22

Past 24 Months



D&B Rating

Current Rating as of 04-30-2018

Employee Size

1R : 10 employees and over

Risk Indicator

3 : Moderate Risk

Previous Rating

Employee Size

1R : 10 employees and over

Legal Events

Events	Occurrences	Last Filed
Bankruptcies	0	-
Judgements	0	-
Liens	0	-
Suits	0	-
UCC	14	05-30-2019

Trade Payments

Highest Past Due

US\$ 250,000

Highest Now Owing

US\$ 250,000

Total Trade Experiences

63

Largest High Credit

US\$ 250,000

Average High Credit

US\$ 13,393

Ownership

This company is a **Headquarters, Subsidiary**

Global Ultimate, Domestic Ultimate
LIBERTY DIVERSIFIED INTERNATIONAL, INC.
UNITED STATES
D-U-N-S Number [06-145-6489](#)

Total Members in [Family Tree](#) - 28

Branches

1

Financial Overview

This company does not have a Financial Summary.

Country/Regional Insight

United States



Risk Category



MODERATE

HIGH

Low Risk

High Risk

US consumers continue to account for the bulk of GDP growth.

Risk Assessment

D&B Risk Assessment

Overall Business Risk



Maximum Credit Recommendation

US\$ 315,000

Dun & Bradstreet Thinks...

- Overall assessment of this organization over the next 12 months: **STABLE CONDITION**
- Based on the predicted risk of business discontinuation: **LIKELIHOOD OF CONTINUED OPERATIONS**
- Based on the predicted risk of severely delinquent payments: **MODERATE POTENTIAL FOR SEVERELY DELINQUENT PAYMENTS**

The recommended limit is based on a moderately low probability of severe delinquency.

D&B Viability Rating

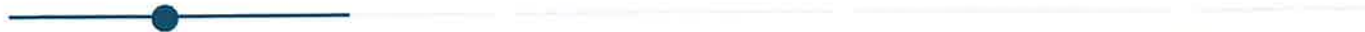
Portfolio Comparison Score



Low Risk (1)

High Risk (9)

Rating Confidence Level



Robust Predictions

Decision Support

Directional

Basic

Data Depth

- Rich Firmographics
- Extensive Commercial Trading Activity
- Basic Financial Attributes

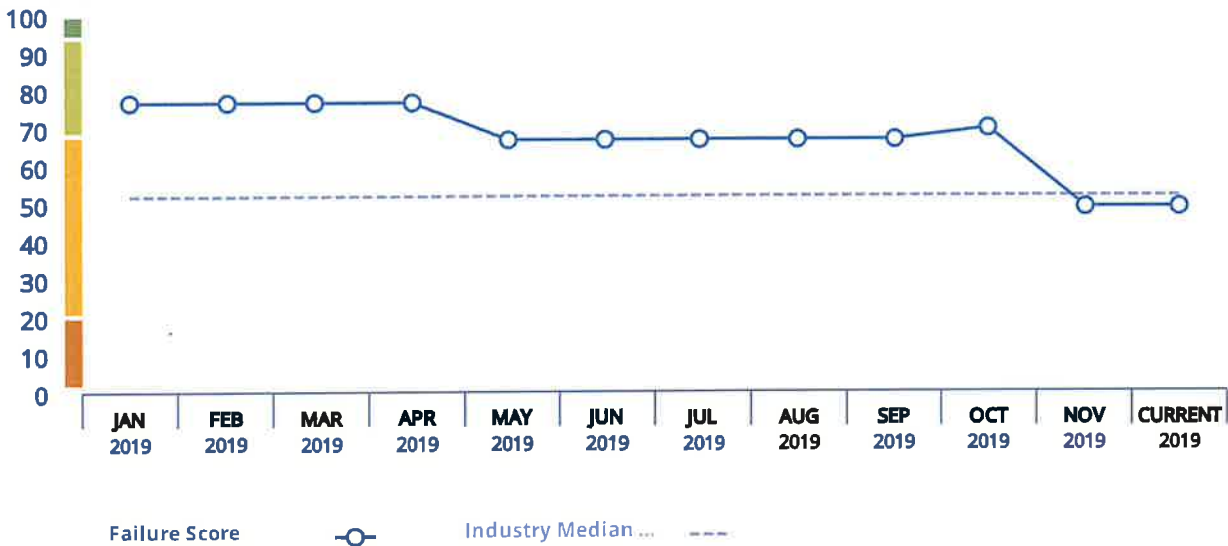
Level of Risk	Probability of becoming no longer viable	Percentage of businesses ranked with this score
Low	3.00%	16.00%
Average probability of becoming no longer viable		
5.00%		

Failure Score Formerly Financial Stress Score



Level of Risk	Raw Score	Probability of Failure	Average Probability of Failure for Businesses in D&B Database
Moderate	1475	0.25%	0.48%

Business and Industry Trends



Delinquency Score Formerly Commercial Credit Score

Low Risk (100)

High Risk (1)

- Proportion of past due balances to total amount owing
- Higher risk industry based on delinquency rates for this industry
- Increase in proportion of delinquent payments in recent payment experiences
- Proportion of slow payments in recent months

Level of Risk

Moderate

Raw Score

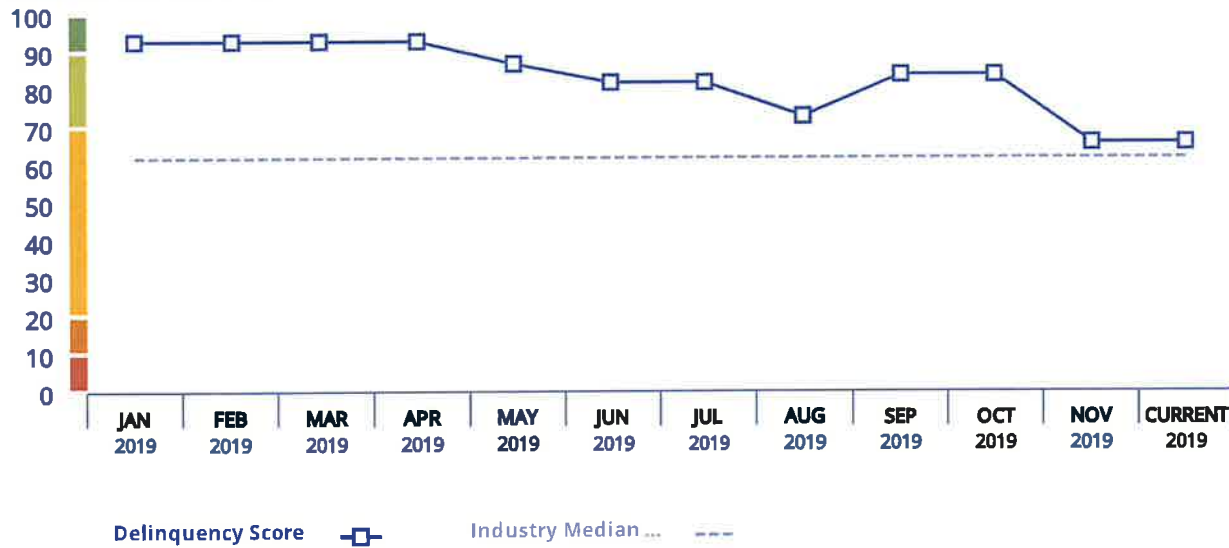
522

Probability of Delinquency

4.09%

Compared to Businesses in D&B

Database

10.20%**Business and Industry Trends**

PAYDEX ®

Based on 24 months of data

61

Risk of Slow Pay

Low-Moderate

Payment Behavior

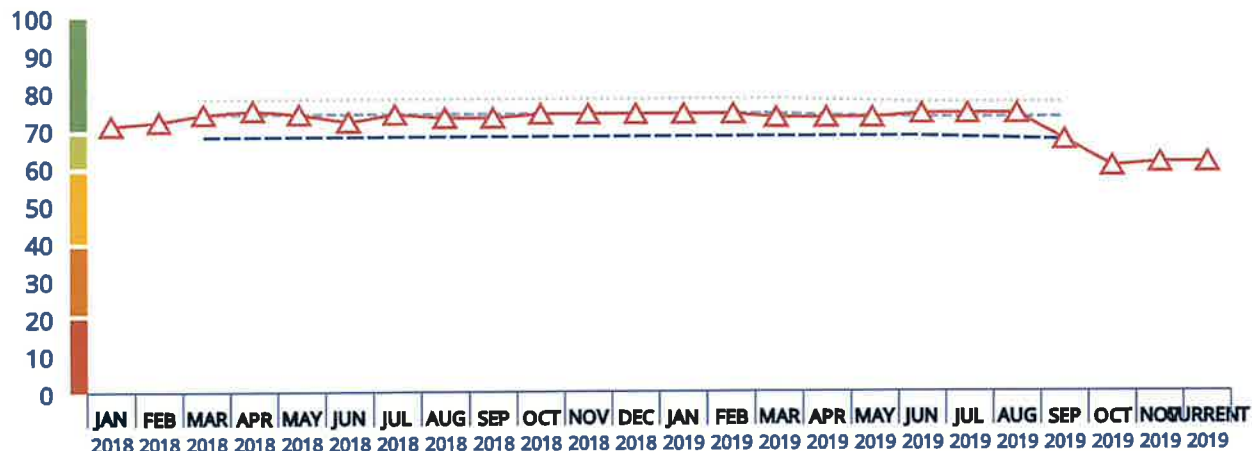
22 Days Beyond Terms

Low Risk (100)

High Risk (0)

Business and Industry Trends

2522 - Mfg office furniture-nonwood





D&B Rating

Current Rating as of 04-30-2018

Previous Rating

Employee Size**1R** : 10 employees and over**Risk Indicator****3** : Moderate Risk**Employee Size****1R** : 10 employees and over

Trade Payments

Trade Payments Summary (Based on 24 months of data)

Overall Payment Behavior

22

Days Beyond Terms

% of Trade Within Terms

71%

Highest Past Due

US\$ 250,000**Highest Now Owing:**

US\$ 250,000

Total Trade Experiences:

63

Largest High Credit:

US\$ 250,000

Average High Credit:

US\$ 13,393

Total Unfavorable Comments:

0

Largest High Credit:

US\$ 0

Total Placed in Collections:

0

Largest High Credit:

US\$ 0

Trade Payments By Credit Extended (Based on 12 months of data)

Range of Credit Extended (US\$)	Number of Payment Experiences	Total Value	% Within Terms
100,000 & over	1	US\$ 250,000	0
50,000 - 99,999	2	US\$ 115,000	100
15,000 - 49,999	8	US\$ 225,000	75
5,000 - 14,999	7	US\$ 60,000	48
1,000 - 4,999	18	US\$ 27,000	66
Less than 1,000	15	US\$ 6,050	71

Trade Payments By Industry (Based on 24 months of data)

Industry Category	Number of Payment Experiences	Largest High Credit (US\$)	% Within Terms (Expand to View)	1 - 30 Days Late (%)	31 - 60 Days Late (%)	61 - 90 Days Late (%)	91 + Days Late (%)
▼ 17 - Construction - Special Trade Contractors	1	250					
1711 - Mechanical contractor	1	250	100	0	0	0	0
▼ 25 - Furniture and Fixtures	2	55,000					
2522 - Mfg nonwd office furn	1	40,000	100	0	0	0	0
2541 - Mfg wood fixtures	1	55,000	100	0	0	0	0
▼ 26 - Paper and Allied Products	3	2,500					
2653 - Mfg corrugated boxes	3	2,500	86	7	7	0	0
▼ 30 - Rubber and Miscellaneous Plastics Products	1	2,500					
3089 - Mfg misc plastic prdt	1	2,500	100	0	0	0	0
▼ 35 - Industrial and Commercial Machinery and Computer Equipment	1	1,000					
3589 - Mfg service ind. mach	1	1,000	100	0	0	0	0
▼ 38 - Measuring Analyzing and Controlling Instruments; Photographic Medical and Optical Goods; Watches and Clocks	2	10,000					
3823 - Mfg process controls	1	10,000	100	0	0	0	0
3824 - Mfg fluid meters	1	2,500	0	100	0	0	0
▼ 42 - Motor Freight Transportation and Warehousing	6	60,000					
4213 - Trucking non-local	4	60,000	100	0	0	0	0
4214 - Local truck w/storage	2	20,000	100	0	0	0	0
▼ 49 - Electric, Gas and Sanitary Services	1	1,000					
4924 - Natural gas distrib	1	1,000	100	0	0	0	0
▼ 50 - Wholesale Trade - Durable Goods	7	45,000					
5031 - Whol lumber/millwork	1	1,000	100	0	0	0	0
5049 - Whol misc profsn eqpt	1	250	100	0	0	0	0
5051 - Whol metal	2	5,000	100	0	0	0	0
5072 - Whol hardware	1	45,000	100	0	0	0	0
5085 - Whol industrial suppl	2	1,000	100	0	0	0	0
▼ 51 - Wholesale Trade - Nondurable Goods	4	25,000					
5131 - Whol piece goods	1	15,000	100	0	0	0	0
5162 - Whol plastic material	1	1,000	100	0	0	0	0
5169 - Whol chemicals	1	1,000	50	0	50	0	0
5199 - Whol nondurable goods	1	25,000	50	50	0	0	0

Industry Category	Number of Payment Experiences	Largest High Credit (US\$)	% Within Terms (Expand to View)	1 - 30 Days Late (%)	31 - 60 Days Late (%)	61 - 90 Days Late (%)	91 + Days Late (%)
▼ 57 - Home Furniture Furnishings and Equipment Stores	2	250,000					
5712 - Ret furniture	2	250,000	0	50	0	50	0
▼ 60 - Depository Institutions	2	2,500					
6021 - Natnl commercial bank	2	2,500	50	0	50	0	0
▼ 61 - Nondepository Credit Institutions	1	1,000					
6153 - Short-trm busn credit	1	1,000	0	0	100	0	0
▼ 62 - Security and Commodity Brokers Dealers Exchanges and Services	2	10,000					
6282 - Investment advice	2	10,000	0	49	1	49	1
▼ 73 - Business Services	5	25,000					
7361 - Employment agency	1	25,000	100	0	0	0	0
7363 - Help supply service	2	1,000	100	0	0	0	0
7389 - Misc business service	2	7,500	1	99	0	0	0
▼ 87 - Engineering Accounting Research Management and Related Services	4	20,000					
8721 - Accounting services	1	750	0	100	0	0	0
8734 - Testing laboratory	2	20,000	45	0	44	11	0
8748 - Business consulting	1	10,000	0	0	100	0	0
▼ 91 - Executive Legislative and General Government except Finance	1	10,000					
9111 - Executive office	1	10,000	100	0	0	0	0
▼ 99 - Nonclassifiable Establishments	6	35,000					
9999 - Nonclassified	6	35,000	15	83	0	2	0

Trade Lines

Date of Experience	Payment Status	Selling Terms	High Credit (US\$)	Now Owes (US\$)	Past Due (US\$)	Months Since Last Sale
11/19	-	Cash account	50	-	-	1
10/19	-	-	50	-	-	1
10/19	Pays Promptly	-	40,000	7,500	0	1
10/19	Pays Promptly	-	25,000	5,000	0	1
10/19	Pays Promptly	-	5,000	0	0	Between 6 and 12 Months
10/19	Pays Promptly	-	2,500	0	0	Between 2 and 3 Months

Date of Experience	Payment Status	Selling Terms	High Credit (US\$)	Now Owes (US\$)	Past Due (US\$)	Months Since Last Sale
10/19	Pays Promptly	-	2,500	0	0	Between 4 and 5 Months
10/19	Pays Promptly	-	2,500	0	0	Between 2 and 3 Months
10/19	Pays Promptly	-	1,000	0	0	Between 4 and 5 Months
10/19	Pays Promptly	-	1,000	0	0	Between 6 and 12 Months
10/19	Pays Promptly	1 10 N30	1,000	0	0	1
10/19	Pays Promptly	-	1,000	0	0	Between 6 and 12 Months
10/19	Pays Promptly	-	1,000	50	0	1
10/19	Pays Promptly	-	750	750	0	1
10/19	Pays Promptly	-	750	0	0	Between 6 and 12 Months
10/19	Pays Promptly	-	500	0	0	Between 4 and 5 Months
10/19	Pays Promptly	-	250	0	0	Between 4 and 5 Months
10/19	Pays Promptly	-	100	0	0	Between 4 and 5 Months
10/19	Pays Prompt to Slow 15+	-	25,000	15,000	5,000	1
10/19	Pays Prompt to Slow 15+	-	7,500	2,500	250	1
10/19	Pays Prompt to Slow 30+	-	1,000	250	250	1
10/19	Pays Prompt to Slow 60+	N30	2,500	2,500	500	1
10/19	Pays Prompt to Slow 60+	-	1,000	750	0	1
10/19	Pays Prompt to Slow 60+	N30	500	500	100	1
10/19	Pays Slow 30+	-	7,500	7,500	0	1
10/19	Pays Slow 30+	-	2,500	2,500	2,500	-
10/19	Pays Slow 60+	-	10,000	7,500	7,500	Between 2 and 3 Months
10/19	Pays Slow 30-60+	-	500	0	0	1
10/19	Pays Slow 30-90+	-	250,000	250,000	250,000	-
10/19	Pays Slow 90+	-	1,000	250	0	1
10/19	-	Cash account	100	-	-	1
10/19	Pays Promptly	-	45,000	45,000	0	1
09/19	Pays Promptly	-	750	0	0	Between 6 and 12 Months
09/19	Pays Prompt to Slow 60+	-	20,000	15,000	10,000	1
09/19	Pays Slow 30+	-	750	0	0	Between 6 and 12 Months

Date of Experience	Payment Status	Selling Terms	High Credit (US\$)	Now Owes (US\$)	Past Due (US\$)	Months Since Last Sale
09/19	Pays Slow 30-90+	-	10,000	10,000	5,000	1
09/19	Pays Slow 90+	-	2,500	2,500	2,500	-
09/19	Pays Slow 60-120+	-	250	250	250	Between 4 and 5 Months
09/19	Pays Promptly	-	100	0	0	Between 6 and 12 Months
08/19	Pays Promptly	N30	1,000	500	0	1
08/19	Pays Promptly	-	250	0	0	Between 6 and 12 Months
08/19	Pays Promptly	-	250	0	0	Between 6 and 12 Months
06/19	Pays Promptly	-	60,000	0	0	Between 6 and 12 Months
06/19	Pays Promptly	-	55,000	55,000	2,500	1
06/19	Pays Promptly	Regular terms	1,000	0	0	Between 6 and 12 Months
06/19	Pays Promptly	-	100	0	0	Between 6 and 12 Months
06/19	-	Cash account	50	-	-	1
06/19	-	-	50	0	0	-
05/19	Pays Promptly	N30	15,000	5,000	0	1
05/19	-	Cash account	100	-	-	1
05/19	-	Cash account	50	-	-	Between 2 and 3 Months
05/19	Pays Promptly	N30	10,000	0	0	Between 6 and 12 Months
04/19	-	Cash account	50	-	-	1
03/19	Pays Promptly	-	20,000	0	0	Between 4 and 5 Months
03/19	Pays Promptly	-	1,000	0	0	Between 6 and 12 Months
02/19	Pays Promptly	-	250	0	0	Between 6 and 12 Months
12/18	-	Cash account	5,000	-	-	1
11/18	-	Cash account	0	0	0	Between 6 and 12 Months
10/18	Pays Slow 60+	-	1,000	0	0	Between 6 and 12 Months
08/18	Pays Slow 30+	-	35,000	0	0	Between 6 and 12 Months
07/18	-	Cash account	50	-	-	1
03/18	-	Cash account	250	-	-	1
01/18	Pays Promptly	-	10,000	-	-	1

Legal Events

The following Public Filing data is for information purposes only and is not the official record. Certified copies can only be obtained from the official source.

Judgements

0

Latest Filing: -

Liens

0

Latest Filing: -

Suits

0

Latest Filing: -

UCC Filings

14

Latest Filing: 05-30-2019

Events

UCC Filing - Original

Filing Date	05-30-2019
Filing Number	1086952500519
Received Date	06-04-2019
Collateral	Equipment
Secured Party	TOYOTA INDUSTRIES COMMERCIAL FINANCE, INC., DALLAS, TX
Debtors	SAFCO PRODUCTS CO.
Filing Office	SECRETARY OF STATE/UCC DIVISION, SAINT PAUL, MN

UCC Filing - Original

Filing Date	01-23-2019
Filing Number	04419000400
Received Date	02-19-2019
Collateral	Equipment
Secured Party	PRATT RECYCLING, INC., CONYERS, GA
Debtors	SAFCO PRODUCTS CO., KENNESAW, GA
Filing Office	DEKALB SUPERIOR COURT, DECATUR, GA

UCC Filing - Original

Filing Date	08-28-2018
Filing Number	1029759401325
Received Date	09-07-2018
Collateral	Equipment
Secured Party	TRUMPF INC., FARMINGTON, CT
Debtors	SAFCO PRODUCTS CO.
Filing Office	SECRETARY OF STATE/UCC DIVISION, SAINT PAUL, MN

UCC Filing - Original

Filing Date	08-19-2018
Filing Number	1028508201346
Received Date	08-21-2018
Collateral	Equipment
Secured Party	TRUMPF INC., FARMINGTON, CT
Debtors	SAFCO PRODUCTS CO.
Filing Office	SECRETARY OF STATE/UCC DIVISION, SAINT PAUL, MN

UCC Filing - Original

Filing Date	07-15-2014
Filing Number	12214001081
Received Date	08-29-2014
Collateral	Equipment
Secured Party	PRATT RECYCLING, CONYERS, GA
Debtors	SAFECO, KENNESAW, GA
Filing Office	ROCKDALE COUNTY SUPERIOR COURT CLERKS OFFICE, CONYERS, GA

UCC Filing - Original

Filing Date	04-02-2014
Filing Number	201436086158
Received Date	04-11-2014
Collateral	Business machinery/equipment and proceeds
Secured Party	U.S. BANK EQUIPMENT FINANCE, MARSHALL, MN
Debtors	SAFCO PRODUCTS CO.
Filing Office	SECRETARY OF STATE/UCC DIVISION, SAINT PAUL, MN

UCC Filing - Original

Filing Date	02-04-2014
Filing Number	201435436553
Received Date	02-18-2014
Collateral	Business machinery/equipment and proceeds
Secured Party	U.S. BANK EQUIPMENT FINANCE, MARSHALL, MN
Debtors	SAFCO PRODUCTS CO.
Filing Office	SECRETARY OF STATE/UCC DIVISION, SAINT PAUL, MN

UCC Filing - Original

Filing Date	05-29-2013
Filing Number	201332540952
Received Date	06-11-2013
Collateral	Business machinery/equipment and proceeds
Secured Party	U.S. BANK EQUIPMENT FINANCE, A DIVISION OF U.S. BANK NATIONAL ASSOCIATION, MARSHALL, MN

Debtors	SAFCO PRODUCTS CO.
Filing Office	SECRETARY OF STATE/UCC DIVISION, SAINT PAUL, MN

UCC Filing - Original

Filing Date	07-09-2012
Filing Number	201228889652
Received Date	07-20-2012
Collateral	Business machinery/equipment
Secured Party	U.S. BANK EQUIPMENT FINANCE, MARSHALL, MN
Debtors	SAFCO PRODUCTS CO.
Filing Office	SECRETARY OF STATE/UCC DIVISION, SAINT PAUL, MN

UCC Filing - Original

Filing Date	03-30-2009
Filing Number	200915523234
Received Date	05-07-2009
Collateral	Business machinery/equipment
Secured Party	US BANCORP, MARSHALL, MN
Debtors	SAFCO PRODUCTS COMPANY
Filing Office	SECRETARY OF STATE/UCC DIVISION, SAINT PAUL, MN

The public record items contained in this report may have been paid, terminated, vacated or released prior to the date this report was printed. This information may not be reproduced in whole or in part by any means of reproduction

There may be additional UCC Filings in D&B's file on this company available by contacting 1-800-234-3867.

Special Events

04-30-2018

Business address has changed from 9300 West Research Ctr Rd, Minneapolis, MN, 55428 to 5600 N Hwy 169 , Minneapolis, MN, 55428.

Company Profile

Company Overview

D-U-N-S 00-645-3575	Mailing Address United States	Employees 188 (138 here)
Legal Form Corporation (US)	Telephone (763) 536-6700	Age (Year Started) 52 years (1966)

History Record[Clear](#)**Date Incorporated**

12-14-1966

State of Incorporation

Minnesota

Ownership

Not publicly traded

Websitewww.safcoproducts.com**Present Control Succeeded**

1966

Named Principal

David Lenzen, EXEC VP-AST SEC

Line of Business

Mfg office furniture-nonwood

Business Registration

Corporate and business registrations reported by the secretary of state or other official source as of: 11-01-2019
This data is for informational purposes only, certification can only be obtained through the Office of the Secretary of State.

Registered Name	SAFCO PRODUCTS CO.
Corporation Type	Corporation (US)
Business Commenced On	1966
State of Incorporation	MINNESOTA
Date Incorporated	12-14-1966
Registration ID	1L-168 -DCORP
Registration Status	ACTIVE
Filing Date	12-14-1966
Where Filed	SECRETARY OF STATE/CORPORATIONS DIVISION

Principals**Officers**

DAVID LENZEN, EXEC VP-AST SEC
DANIEL ZDON, EXEC VP-COO-PRES
BYRON WIEBERDINK, VP-CFO
RONDA BAYER, VP-GEN COUNSEL-SEC

Directors

THE OFFICER(S)

Company Events**The following information was reported on: 06-13-2018**

The Minnesota Secretary of State's business registrations file showed that Safco Products Co. was registered as a Corporation on December 14, 1966 under the file registration number DC 1L-168.

Business started 1966 by parent company. 100% of capital stock is owned by the parent company.

RECENT EVENT:.

On June 10, 2016, sources stated that Safco Products Co., Minneapolis, MN, has acquired the assets of FocalUprightFurniture, LLC, North Kingstown, RI, on May 11, 2016. With the acquisition, FocalUprightFurniture, LLC will now operate under the name Walcott Associates, LLC. Terms of the deal were not disclosed. Further details are unavailable.

DAVID LENZEN born 1945. Graduated from Minneapolis Business College in 1965. He is a certified public accountant. 1965-72 employed as accountant by a local certified public accounting firm that no longer is in operation. 1972-present employed by parent and appears as an officer there and in the subsidiaries.

DANIEL ZDON born 1954. 2000-present active here.

BYRON WIEBERDINK born 1963. 1997-present active here.

RONDA BAYER born 1960. 2009-present active here.

. ----RELATED CONCERNS---- .

Affiliates: The following are related through common principals, management and/or ownership of the parent company.

- 1) Liberty Carton Co (Inc), Minneapolis, MN, started 1945. Intercompany relations: None reported by management.
- 2) Fidelity Products Co (Inc), Minneapolis, MN, started 1961. Intercompany relations: None reported by management.
- 3) Valley Craft Inc, Minneapolis, MN, started 1979. Intercompany relations: None reported by management.
- 4) Southern Diversified Industries Inc, Minneapolis, MN, started 1983. Intercompany relations: None reported by management.
- 5) Liberty Paper, Inc, Becker, MN, started 1994. Intercompany relations: None reported by management.
- 6) Liberty Carton Co-Texas Inc, Minneapolis, MN, started 1992. Intercompany relations: None reported by management.
- 7) Diversi-Plast Products, Inc, Minneapolis, MN, started 1994. Intercompany relations: None reported by management.

Business address has changed from 9300 West Research Ctr Rd, Minneapolis, MN, 55428 to 5600 N Hwy 169 , Minneapolis, MN, 55428.

Business Activities And Employees

The following information was reported on: 06-13-2018

Business Information

Trade Names	(SUBSIDIARY OF LIBERTY DIVERSIFIED INTERNATIONAL, INC., NEW HOPE, MN)
-------------	---

Business Information

Description	<p>Subsidiary of LIBERTY DIVERSIFIED INTERNATIONAL, INC., NEW HOPE, MN started 1972 which operates as a manufacturer of office products, graphic arts and industrial products. Parent company owns 100% of capital stock. Parent company has 7 other subsidiary(ies). Intercompany relations: Parent provides administrative services for subject on a fee basis.</p> <p>As noted this company is a subsidiary of Liberty Diversified Internationa, Inc., Duns #06-145-6489, and reference is made to that report for background information on the parent company and its management.</p> <p>-----O----- . -----O----- .</p> <p>Manufactures non-wooden office furniture. Wholesales commercial equipment, specializing in store fixtures or display equipment and commercial or industrial shelving. Wholesales office supplies. Wholesales furniture, specializing in office or public building furniture and office furniture.</p> <p>ADDITIONAL TELEPHONE NUMBER(S): Toll-Free 800 328-3020.</p> <p>Has 5,000 account(s). Terms are Net 30 days. Sells to wholesalers and dealers. Territory : International.</p>
Employees	188 which includes officer(s). 138 employed here.
Financing Status	Secured
Seasonality	Nonseasonal.
Tenure	Rents
Facilities	Rents 191,000 sq. ft. in a multi story concrete block building.
Location	Industrial section on well traveled street.

SIC/NAICS Information

SIC Codes	SIC Description	Percentage of Business
2522	Mfg office furniture-nonwood	-
25220000	Office furniture, except wood	-
50460100	Store fixtures and display equipment	-
50460105	Shelving, commercial and industrial	-
51129907	Office supplies, nec	-
50210100	Office and public building furniture	-
50210106	Office furniture, nec	-
NAICS Codes	NAICS Description	
337214	Office Furniture (except Wood) Manufacturing	
423440	Other Commercial Equipment Merchant Wholesalers	
423440	Other Commercial Equipment Merchant Wholesalers	

NAICS Codes	NAICS Description
424120	Stationery and Office Supplies Merchant Wholesalers
423210	Furniture Merchant Wholesalers
423210	Furniture Merchant Wholesalers

Government Activity

Activity Summary

Borrower(Dir/Guar)	No
Administrative Debt	No
Contractor	Yes
Grantee	No
Party excluded from federal program(s)	No

Financials

D&B currently has no financial information on file for this company

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Comp any	Product Line	Product Code(s)	2018 Product Family	2018 VOC	2018 Certification	2019 Product Family	Cert. Expiry	2019 VOC	2019 Certification	Cert. Expiry	Notes
Maylin e	Aberdeen Medina Sterling	X1 X2	Conference Tables, Desking Systems, Casegoods, and	VOC	US1-ETLVOC-0000001R6	Systems	5/21/2019	CleanAir Silver	103970916GRR-001a	8/20/2020	
Maylin e	CSII e5 Series TransAction Series E-Series	KL - KQ, RJ KS -KW obsolete	Conference Tables, Desking Systems, Casegoods, and	VOC+	US1-ETLVOC-0000002R6	Systems	5/21/2019	CleanAir Gold	103970916GRR-001d	8/20/2020	
Maylin e	LT Series ML Series RGE Series XR Series	IS obsolete IE IC ID	Height Adjustable Tables	VOC+	US1-ETLVOC-00000016R5	Tables	5/21/2019	CleanAir Gold	103970916GRR-001e	8/20/2020	
Maylin e	ARC Rotary Files File Harbor Cabinets Forms / Storage Cabinets Four Post Shelving Mailflow Systems Mailflow-to-go for Mailrooms Mobile Lite Steel Plan Large Format Filing	BT-BV AH-AJ AA JA-JD, JI-JJ OA-OS BA-BB CM E+ JK	High Density Storage	VOC+	US1-ETLVOC-00000018R5	Casegoods	5/21/2019	CleanAir Gold	103970916GRR-001c	8/20/2020	
Maylin e	X-Ray Shelving Data Cabinets e*LAN Matrix TechWorks	HD, HL obsolete HA HR-HW	Technology Products	VOC+	US1-ETLVOC-00000020R5	Accessories	5/21/2019	CleanAir Gold	103970916GRR-001b	8/20/2020	
Maylin e	Even Drawing Tables Steel Plan Files	KX BO,WA E+	Workspaces Drafting	VOC+	US1-ETLVOC-00000021R5	Systems		CleanAir Gold	103970916GRR-001d	8/20/2020	
Maylin e	Bistro Cohere Flip-N-Go Meeting Plus Sync T-Mate	RM PN-PS RN RB RP RH	Hospitality, Occasional, and Training Tables	VOC+	US1-ETLVOC-00000026R5	Tables	5/21/2019	CleanAir Gold	103970916GRR-001e	8/20/2020	



CERTIFIED
CLEAN AIR SILVER

Intertek does hereby certify that an independent assessment has been conducted on behalf of

SAFCO PRODUCTS

Certificate Number: 103970916GRR-001a

Certification valid until: 20 August 2020

Applicant Address: 9300 West Research Center Road
New Hope, MN 55428 USA

Product Category: Systems

Product Details: See Appendix

Conformance Criteria: ANSI/BIFMA e3-2019e, Sections 7.6.1: Open Plan Office and Private Office

Issuing Office Name & Address: Intertek Testing Services NA, Inc.
4700 Broadmoor Ave SE, Suite 200
Kentwood, MI 49512 USA
Ph: +1-616-656-7401

Brian Kneibel
Certification Manager
20 August 2019

This Certificate is for the exclusive use of Intertek's client and is provided pursuant to the agreement between Intertek and its Client. Intertek's responsibility and liability are limited to the terms and conditions of the agreement. Intertek assumes no liability to any party, other than to the Client in accordance with the agreement, for any loss, expense or damage occasioned by the use of this Certificate. Only the Client is authorized to permit copying or distribution of this Certificate. Any use of the Intertek name or one of its marks for the sale or advertisement of the tested material, product or service must first be approved in writing by Intertek. The observations and test/inspection results referenced in this Certificate are relevant only to the sample tested/inspected. This Certificate by itself does not imply that the material, product, or service is or has ever been under an Intertek certification program.

Intertek Testing Services NA, Inc.

SFT-CLEAN AIR-OP-19e (14 September-2018)



CERTIFIED
CLEAN AIR SILVER

Certificate Appendix

SAFCO PRODUCTS

Certificate Number: 103970916GRR-001a

Product Category	Systems
Model Name(s)	Aberdeen, Medina, Sterling
Product Restrictions	Laminate only

This Certificate is for the exclusive use of Intertek's client and is provided pursuant to the agreement between Intertek and its Client. Intertek's responsibility and liability are limited to the terms and conditions of the agreement. Intertek assumes no liability to any party, other than to the Client in accordance with the agreement, for any loss, expense or damage occasioned by the use of this Certificate. Only the Client is authorized to permit copying or distribution of this Certificate. Any use of the Intertek name or one of its marks for the sale or advertisement of the tested material, product or service must first be approved in writing by Intertek. The observations and test/inspection results referenced in this Certificate are relevant only to the sample tested/inspected. This Certificate by itself does not imply that the material, product, or service is or has ever been under an Intertek certification program.

Intertek Testing Services NA, Inc.

SFT-CLEAN AIR-OP-19e (14 September-2018)



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CLEAN AIR GOLD

Intertek does hereby certify that an independent assessment has been conducted on behalf of

SAFCO PRODUCTS

Certificate Number: 103970916GRR-001b

Certification valid until: 20 August 2020

Applicant Address: 9300 West Research Center Road
New Hope, MN 55428 USA

Product Category: Accessories

Product Details: See Appendix

Conformance Criteria: ANSI/BIFMA e3-2019e, Sections 7.6.1, 7.6.2, 7.6.3: Open Plan Office and Private Office

Issuing Office Name & Address: Intertek Testing Services NA, Inc.
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20 August 2019

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Intertek Testing Services NA, Inc. 5FT-CLEAN AIR-OP-19e (14 September-2018)



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CLEAN AIR GOLD

Certificate Appendix

SAFCO PRODUCTS

Certificate Number: 103970916GRR-001b

Product Category	Accessories
Model Name(s)	Data Cabinets, Matrix, TechWorks
Product Restrictions	Laminate Only

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Intertek Testing Services NA, Inc. SFT-CLEAN AIR-OP-19e (14 September 2018)



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Intertek does hereby certify that an independent assessment has been conducted on behalf of

SAFCO PRODUCTS

Certificate Number: 103970916GRR-001c

Certification valid until: 20 August 2020

Applicant Address: 9300 West Research Center Road
New Hope, MN 55428 USA

Product Category: Casegoods

Product Details: See Appendix

Conformance Criteria: ANSI/BIFMA e3-2019e, Sections 7.6.1, 7.6.2, 7.6.3: Open Plan Office and Private Office

Issuing Office Name & Address: Intertek Testing Services NA, Inc.
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20 August 2019

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Intertek Testing Services NA, Inc. SFT-CLEAN AIR-OP-19e (14 September-2018)



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CLEAN AIR GOLD

Certificate Appendix

SAFCO PRODUCTS

Certificate Number: 103970916GRR-001c

Product Category	Casegoods
Model Name(s)	ARC Rotary Files, File Harbor Cabinets, Forms / Storage Cabinets, Four Post Shelving, Mailflow Systems, Mailflow-to-go for Mailrooms, Mobile Lite, Steel Plan Files, Steel Plan Large Format Filing, X-Ray Shelving
Product Restrictions	Laminate Only

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Intertek Testing Services NA, Inc. SFT-CLEAN AIR-OP-19e (14 September-2018)



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Intertek does hereby certify that an independent assessment has been conducted on behalf of

SAFCO PRODUCTS

Certificate Number: 103970916GRR-001d

Certification valid until: 20 August 2020

Applicant Address: 9300 West Research Center Road
New Hope, MN 55428 USA

Product Category: Systems

Product Details: See Appendix

Conformance Criteria: ANSI/BIFMA e3-2019e, Sections 7.6.1, 7.6.2, 7.6.3: Open Plan Office and Private Office

Issuing Office Name & Address: Intertek Testing Services NA, Inc.
4700 Broadmoor Ave SE, Suite 200
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Brian Kneibel
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20 August 2019

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Intertek Testing Services NA, Inc. SFT-CLEAN AIR-OP-19e (14 September-2018)



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CLEAN AIR GOLD

Certificate Appendix

SAFCO PRODUCTS

Certificate Number: 103970916GRR-001d

Product Category	Systems
Model Name(s)	CSII, Even, e5 Series
Product Restrictions	Laminate Only

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Intertek Testing Services NA, Inc. SFT-CLEAN AIR-OP-19e (14 September-2018)



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CLEAN AIR GOLD

Intertek does hereby certify that an independent assessment has been conducted on behalf of

SAFCO PRODUCTS

Certificate Number: 103970916GRR-001e

Certification valid until: 20 August 2020

Applicant Address: 9300 West Research Center Road
New Hope, MN 55428 USA

Product Category: Tables

Product Details: See Appendix

Conformance Criteria: ANSI/BIFMA e3-2019e, Sections 7.6.1, 7.6.2, 7.6.3: Open Plan Office and Private Office

Issuing Office Name & Address: Intertek Testing Services NA, Inc.
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Certificate Appendix

SAFCO PRODUCTS

Certificate Number: 103970916GRR-001e

Product Category	Tables
Model Name(s)	Cohere, Bistro, Drawing Tables, E-Series, Flip-N-Go, Meeting Plus, ML Series, Sync, T-Mate, XR Series
Product Restrictions	Laminate Only

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Intertek Testing Services NA, Inc. SFT-CLEAN AIR-OP-19e (14 September-2018)

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https://spot.ul.com/main-app/products/detail/5ad1e83055b0e82d946a0caf
https://spot.ul.com/main-app/products/detail/5ad1e83055b0e82d946a0cb0
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https://spot.ul.com/main-app/products/detail/5ad1e86d55b0e82d946a460

7586 Moto™	Seating - 01	Approved	[GG 06/26/2008 - 06/26/2020]
7588 Polse™	Seating - 01	Approved	[GG 06/26/2008 - 06/26/2020]
7589 Precision	Seating - 01	Approved	[GG 06/26/2008 - 06/26/2020]
7590 Serenity™	Seating - 01	Approved	[GG 06/26/2008 - 06/26/2020]
7592 Trenton	Seating - 01	Approved	[GG 06/26/2008 - 06/26/2020]
7593 True Comfort™	Seating - 01	Approved	[GG 06/26/2008 - 06/26/2020]
7594 Uber™ Big and Tall	Seating - 01	Approved	[GG 06/26/2008 - 06/26/2020]
7595 Vivid™	Seating - 01	Approved	[GG 06/26/2008 - 06/26/2020]
8386 Agiliti™ Flex Back Stack Chair	Seating - 01	Approved	[GG 06/26/2008 - 06/26/2020]
8387 Pique™ Series Stack Chair	Seating - 01	Approved	[GG 06/26/2008 - 06/26/2020]
8388 Rêve™ Chair	Seating - 01	Approved	[GG 06/26/2008 - 06/26/2020]
8389 Tez™ Chair	Seating - 01	Approved	[GG 06/26/2008 - 06/26/2020]
9390 Customizable Multi Directional Sign	Office Furniture (GG and Gold)	Approved	[GG 06/26/2008 - 06/26/2020][GOLD 07/11/2019 - 06/26/2020]
9391 Desktop Reference System	Office Furniture (GG and Gold)	Approved	[GG 06/26/2008 - 06/26/2020][GOLD 07/11/2019 - 06/26/2020]
9392 Impromptu Tables	Office Furniture (GG Only)	Approved	[GG 06/26/2008 - 06/26/2020]
9385 AlphaBatter Desk	Office Furniture (GG Only)	Approved	[GG 06/26/2008 - 06/26/2020]
9386 AlphaBatter Stool	Seating - 01	Approved	[GG 06/26/2008 - 06/26/2020]
9387 Backrests	Seating - 01	Approved	[GG 06/26/2008 - 06/26/2020]
9449 EZ Sort Mailroom Furniture	Office Furniture (GG and Gold)	Approved	[GG 06/26/2008 - 06/26/2020][GOLD 07/11/2019 - 06/26/2020]
12252 ChaCha™ Tables	Office Furniture (GG and Gold)	Approved	[GG 06/26/2008 - 06/26/2020]
12255 Dibs	Seating - 01	Approved	[GG 06/26/2008 - 06/26/2020]
12256 Faze	Seating - 01	Approved	[GG 06/26/2008 - 06/26/2020]
12257 Reve Counter-Height	Seating - 01	Approved	[GG 06/26/2008 - 06/26/2020]
12258 Spy	Seating - 01	Approved	[GG 06/26/2008 - 06/26/2020]
12259 Veer	Seating - 01	Approved	[GG 06/26/2008 - 06/26/2020]
12260 Vio	Seating - 01	Approved	[GG 06/26/2008 - 06/26/2020]
16248 TBD	Seating - 01	Approved	[GG 06/26/2008 - 06/26/2020]
17618 Mill Stack Chair	Seating - 01	Approved	[GG 06/26/2008 - 06/26/2020]
17619 Mesh Stools	Seating - 01	Approved	[GG 06/26/2008 - 06/26/2020]
17620 Impromptu Mobile Training Tables	Office Furniture (GG Only)	Approved	[GG 06/26/2008 - 06/26/2020]
17621 Impromptu AV Cart	Office Furniture (GG and Gold)	Approved	[GG 06/26/2008 - 06/26/2020][GOLD 07/11/2019 - 06/26/2020]
17622 Impromptu Flat Panel TV Cart	Office Furniture (GG and Gold)	Approved	[GG 06/26/2008 - 06/26/2020][GOLD 07/11/2019 - 06/26/2020]
17623 Impromptu Machine Stands	Office Furniture (GG and Gold)	Approved	[GG 06/26/2008 - 06/26/2020]
17624 Impromptu Mobile Files	Office Furniture (GG Only)	Approved	[GG 06/26/2008 - 06/26/2020]
17625 Impromptu Refreshment Cart	Office Furniture (GG Only)	Approved	[GG 06/26/2008 - 06/26/2020]
17626 Steel Refreshment Centers	Office Furniture (GG and Gold)	Approved	[GG 06/26/2008 - 06/26/2020]
17627 Rumba Screens	Office Furniture (GG and Gold)	Approved	[GG 06/26/2008 - 06/26/2020]
20385 Rae	Seating - 01	Approved	[GG 06/26/2008 - 06/26/2020]
20386 Sol Task Chair	Seating - 01	Approved	[GG 06/26/2008 - 06/26/2020]
20387 Zippi	Seating - 01	Approved	[GG 06/26/2008 - 06/26/2020]
20388 Impromptu™ Lectern	Office Furniture (GG and Gold)	Approved	[GG 06/26/2008 - 06/26/2020]
20389 Luggage Carts	Office Furniture (GG and Gold)	Approved	[GG 06/26/2008 - 06/26/2020]
20390 Onyx Fold-up Shelving	Office Furniture (GG and Gold)	Approved	[GG 06/26/2008 - 06/26/2020]
20391 Vy Stack Chair	Seating - 01	Approved	[GG 06/26/2008 - 06/26/2020]
28993 Voice™ Series Task Chair	Seating - 01	Approved	[GG 06/26/2008 - 06/26/2020]
28994 Wink™ Stack Chair	Seating - 01	Approved	[GG 06/26/2008 - 06/26/2020]
28995 Bliss™	Seating - 01	Approved	[GG 06/26/2008 - 06/26/2020]
28996 Economy Extended-Height Chair	Seating - 01	Approved	[GG 06/26/2008 - 06/26/2020]
28997 Chair Accessories	Office Furniture (GG and Gold)	Approved	[GG 06/26/2008 - 06/26/2020]
28998 RSVP™ Tables	Office Furniture (GG Only)	Approved	[GG 06/26/2008 - 06/26/2020]
28999 Lume™ Literature Racks	Office Furniture (GG and Gold)	Approved	[GG 06/26/2008 - 06/26/2020]
29000 Onyx™ Mesh Panel Organizers	Office Furniture (GG and Gold)	Approved	[GG 06/26/2008 - 06/26/2020]
29001 Message Board	Office Furniture (GG and Gold)	Approved	[GG 06/26/2008 - 06/26/2020]
29002 EasyMount Workstation Accessories	Office Furniture (GG and Gold)	Approved	[GG 06/26/2008 - 06/26/2020]
29003 Hygiene Stations	Office Furniture (GG and Gold)	Approved	[GG 06/26/2008 - 06/26/2020]
29004 Xpressions™ Computer Workstations	Office Furniture (GG and Gold)	Approved	[GG 06/26/2008 - 06/26/2020]
29005 Hanging Clamps	Office Furniture (GG and Gold)	Approved	[GG 06/26/2008 - 06/26/2020]
29006 CPU Holders	Office Furniture (GG and Gold)	Approved	[GG 06/26/2008 - 06/26/2020]
42154 Zenergy™ Ball Chair	Seating - 01	Approved	[GG 06/26/2008 - 06/26/2020]

42865	Impromptu® Full Polycarbonate and Full Wh Office Furniture (GG Only)	Approved	[GG 06/26/2008 - 06/26/2020]	https://spot.ul.com/main-app/products/detail/5ad1ea7255b0e824946a4be0
42867	Rumba™ Screen Tablet Hooks	Approved	[GG 06/26/2008 - 06/26/2020]	https://spot.ul.com/main-app/products/detail/5ad1ea7255b0e824946a4be2
42868	Rumba™ Screen Eraser Tray	Approved	[GG 06/26/2008 - 06/26/2020]	https://spot.ul.com/main-app/products/detail/5ad1ea7255b0e824946a4be3
42870	Entourage Stack Chair	Approved	[GG 06/26/2008 - 06/26/2020]	https://spot.ul.com/main-app/products/detail/5ad1ea7255b0e824946a4be4
127141	Spark™ 72 x 20" Teaming Table	Approved	[GG 07/25/2018 - 06/26/2020]	https://spot.ul.com/main-app/products/detail/5b58baa55b0e820047818ce
127144	Spark™ E0 x 20" Teaming Table	Approved	[GG 07/25/2018 - 06/26/2020]	https://spot.ul.com/main-app/products/detail/5b58baac55b0e820047818d1
127147	Safo™ Steel Bar Stool	Approved	[GG 07/25/2018 - 06/26/2020]	https://spot.ul.com/main-app/products/detail/5b58baaf55b0e820047818d6
127150	Safo Steel Counter Stool	Approved	[GG 07/25/2018 - 06/26/2020]	https://spot.ul.com/main-app/products/detail/5b58bab355b0e820047818da
127154	Safo Steel Guest Stool	Approved	[GG 07/25/2018 - 06/26/2020]	https://spot.ul.com/main-app/products/detail/5b58bab555b0e820047818dd
127164	Valore Mid Back Chair w/Arms	Approved	[GG 11/13/2018 - 06/26/2020]	https://spot.ul.com/main-app/products/detail/5b14bc2955b0e88d9c8a42a1
127165	Zenergy™ Swivel	Approved	[GG 09/17/2018 - 06/26/2020]	https://spot.ul.com/main-app/products/detail/5ba272955b0e8280cf22d
127166	Runtz™ Ball Chair	Approved	[GG 11/26/2018 - 06/26/2020]	https://spot.ul.com/main-app/products/detail/5b1fd781a55b0e80774d35f58
127167	Valore High Back Chair w/Arms	Approved	[GG 11/13/2018 - 06/26/2020]	https://spot.ul.com/main-app/products/detail/5b14ca3855b0e8714cfe1efc
127168	Valore High Back Chair Armless	Approved	[GG 11/13/2018 - 06/26/2020]	https://spot.ul.com/main-app/products/detail/5b14ca3855b0e8714cfe1efc
127169	Thesis Static Back, Arms	Approved	[GG 11/13/2018 - 06/26/2020]	https://spot.ul.com/main-app/products/detail/5b14ca3855b0e8714cfe1efc
127170	Thesis Flex Back, Armless	Approved	[GG 11/13/2018 - 06/26/2020]	https://spot.ul.com/main-app/products/detail/5b14ca3855b0e8714cfe1efc
127171	Thesis Static Back, Armless	Approved	[GG 11/13/2018 - 06/26/2020]	https://spot.ul.com/main-app/products/detail/5b14ca3855b0e8714cfe1efc
127172	Thesis Static Back, Tablet	Approved	[GG 11/13/2018 - 06/26/2020]	https://spot.ul.com/main-app/products/detail/5b14ca3855b0e8714cfe1efc
127173	Thesis Flex Back, Arms	Approved	[GG 11/13/2018 - 06/26/2020]	https://spot.ul.com/main-app/products/detail/5b14ca3855b0e8714cfe1efc
127174	Thesis Flex Back, Tablet	Approved	[GG 11/13/2018 - 06/26/2020]	https://spot.ul.com/main-app/products/detail/5b14ca3855b0e8714cfe1efc
127175	Thesis School - Flex Back	Approved	[GG 11/13/2018 - 06/26/2020]	https://spot.ul.com/main-app/products/detail/5b14ca3855b0e8714cfe1efc
127176	Focal™ Mobis® Seat	Approved	[GG 09/17/2018 - 06/26/2020]	https://spot.ul.com/main-app/products/detail/5b14ca3855b0e8714cfe1efc
127177	Focal™ Mobis® II Seat	Approved	[GG 09/17/2018 - 06/26/2020]	https://spot.ul.com/main-app/products/detail/5b14ca3855b0e8714cfe1efc
130097	Economy Lab Stool	Approved	[GG 09/17/2018 - 06/26/2020]	https://spot.ul.com/main-app/products/detail/5b14ca3855b0e8714cfe1efc
130098	Lab Stool with Back, Pneumatic Lift	Approved	[GG 09/17/2018 - 06/26/2020]	https://spot.ul.com/main-app/products/detail/5b14ca3855b0e8714cfe1efc
130099	Pneumatic Lift Lab Stool	Approved	[GG 09/17/2018 - 06/26/2020]	https://spot.ul.com/main-app/products/detail/5b14ca3855b0e8714cfe1efc
130100	Lab Stool Low Base with Screw Lift	Approved	[GG 09/17/2018 - 06/26/2020]	https://spot.ul.com/main-app/products/detail/5b14ca3855b0e8714cfe1efc
130101	Lab Stool High Base with Screw Lift	Approved	[GG 09/17/2018 - 06/26/2020]	https://spot.ul.com/main-app/products/detail/5b14ca3855b0e8714cfe1efc
130157	Zenergy - Custom	Approved	[GG 09/17/2018 - 06/26/2020]	https://spot.ul.com/main-app/products/detail/5b14ca3855b0e8714cfe1efc
130158	Runtz Ball Chair	Approved	[GG 09/17/2018 - 06/26/2020]	https://spot.ul.com/main-app/products/detail/5b14ca3855b0e8714cfe1efc
130159	Industrial Perch Stool	Approved	[GG 09/17/2018 - 06/26/2020]	https://spot.ul.com/main-app/products/detail/5b14ca3855b0e8714cfe1efc
130160	Shell Extended Height Chair	Approved	[GG 09/17/2018 - 06/26/2020]	https://spot.ul.com/main-app/products/detail/5b14ca3855b0e8714cfe1efc
130162	Shell Desk Chair	Approved	[GG 09/17/2018 - 06/26/2020]	https://spot.ul.com/main-app/products/detail/5b14ca3855b0e8714cfe1efc
130163	Focal Locus Seat	Approved	[GG 09/17/2018 - 06/26/2020]	https://spot.ul.com/main-app/products/detail/5b14ca3855b0e8714cfe1efc
130164	Ultimo Series 100 - High Back Chair	Approved	[GG 11/13/2018 - 06/26/2020]	https://spot.ul.com/main-app/products/detail/5b14ca3855b0e8714cfe1efc
130165	Ultimo Series 100 - Mid Back Chair	Approved	[GG 11/13/2018 - 06/26/2020]	https://spot.ul.com/main-app/products/detail/5b14ca3855b0e8714cfe1efc
130166	Ultimo Series 200 - Mid Back Chair	Approved	[GG 11/13/2018 - 06/26/2020]	https://spot.ul.com/main-app/products/detail/5b14ca3855b0e8714cfe1efc
130167	Ultimo Series 500 - High Back Chair	Approved	[GG 11/13/2018 - 06/26/2020]	https://spot.ul.com/main-app/products/detail/5b14ca3855b0e8714cfe1efc
130168	Ultimo Series 300 - Mid Back Chair	Approved	[GG 11/13/2018 - 06/26/2020]	https://spot.ul.com/main-app/products/detail/5b14ca3855b0e8714cfe1efc
130169	Ultimo Series 300 - High Back Chair	Approved	[GG 11/13/2018 - 06/26/2020]	https://spot.ul.com/main-app/products/detail/5b14ca3855b0e8714cfe1efc
130170	Comfort Series - Executive High Back Chair	Approved	[GG 11/14/2018 - 06/26/2020]	https://spot.ul.com/main-app/products/detail/5b14ca3855b0e8714cfe1efc
130171	Comfort Series - Executive High Back Chair	Approved	[GG 11/14/2018 - 06/26/2020]	https://spot.ul.com/main-app/products/detail/5b14ca3855b0e8714cfe1efc
130172	Comfort Series - Executive Posture Chair	Approved	[GG 11/14/2018 - 06/26/2020]	https://spot.ul.com/main-app/products/detail/5b14ca3855b0e8714cfe1efc
130173	Alliance - Desk Chair	Approved	[GG 11/14/2018 - 06/26/2020]	https://spot.ul.com/main-app/products/detail/5b14ca3855b0e8714cfe1efc
130174	Corsica - High Back Chair	Approved	[GG 11/14/2018 - 06/26/2020]	https://spot.ul.com/main-app/products/detail/5b14ca3855b0e8714cfe1efc
130175	2528 - Conference Chair	Approved	[GG 11/14/2018 - 06/26/2020]	https://spot.ul.com/main-app/products/detail/5b14ca3855b0e8714cfe1efc
130484	Vamp LED Lighting	Approved	[GG 10/12/2018 - 06/26/2020]	https://spot.ul.com/main-app/products/detail/5b14ca3855b0e8714cfe1efc
142821	Metal Heavy-Duty Hangers	Approved	[GG 08/08/2019 - 06/26/2020]	https://spot.ul.com/main-app/products/detail/5d4570b4f55b0e86924688e8
145002	Mixx Recycling Center	Approved	[GG 09/24/2019 - 06/26/2020]	https://spot.ul.com/main-app/products/detail/5d48bab3955b0e80f8c1636ea

42865	Impromptu® Full Polycarbonate and Full Wh Office Furniture (GG Only)	Approved	[GG 06/26/2008 - 06/26/2020]	[GOLD 07/11/2019 - 06/26/2020]	https://spot.ul.com/main-app/products/detail/5ad1ea7255b0e82d9464be0
42867	Rumba™ Screen Tablet Hooks	Approved	[GG 06/26/2008 - 06/26/2020]	[GOLD 07/11/2019 - 06/26/2020]	https://spot.ul.com/main-app/products/detail/5ad1ea7255b0e82d9464be2
42868	Rumba™ Screen Eraser Tray	Approved	[GG 06/26/2008 - 06/26/2020]	[GOLD 07/11/2019 - 06/26/2020]	https://spot.ul.com/main-app/products/detail/5ad1ea7255b0e82d9464be3
42870	Entourage Stack Chair	Approved	[GG 06/26/2008 - 06/26/2020]	[GOLD 07/11/2019 - 06/26/2020]	https://spot.ul.com/main-app/products/detail/5b58baa55b0e820047818ce
127141	Spark™ 72 x 20" Teaming Table	Approved	[GG 07/25/2018 - 06/26/2020]	[GOLD 07/11/2019 - 06/26/2020]	https://spot.ul.com/main-app/products/detail/5b58baa55b0e820047818ce
127144	Spark™ 60 x 20" Teaming Table	Approved	[GG 07/25/2018 - 06/26/2020]	[GOLD 07/11/2019 - 06/26/2020]	https://spot.ul.com/main-app/products/detail/5b58baa55b0e820047818d6
127147	Safo™ Steel Bar Stool	Approved	[GG 07/25/2018 - 06/26/2020]	[GOLD 07/11/2019 - 06/26/2020]	https://spot.ul.com/main-app/products/detail/5b58baa55b0e820047818d6
127150	Safo™ Steel Counter Stool	Approved	[GG 07/25/2018 - 06/26/2020]	[GOLD 07/11/2019 - 06/26/2020]	https://spot.ul.com/main-app/products/detail/5b58baa55b0e820047818da
127154	Safo Steel Guest Stool	Approved	[GG 07/25/2018 - 06/26/2020]	[GOLD 07/11/2019 - 06/26/2020]	https://spot.ul.com/main-app/products/detail/5b58baa55b0e820047818da
127164	Valore - Mid Back Chair w/Arms	Approved	[GG 07/25/2018 - 06/26/2020]	[GOLD 07/11/2019 - 06/26/2020]	https://spot.ul.com/main-app/products/detail/5b58baa55b0e820047818da
127165	Zenergy™ Swivel	Approved	[GG 09/17/2018 - 06/26/2020]	[GOLD 07/11/2019 - 06/26/2020]	https://spot.ul.com/main-app/products/detail/5b58baa55b0e820047818da
127166	Runtz™ Ball Chair	Approved	[GG 11/13/2018 - 06/26/2020]	[GOLD 07/11/2019 - 06/26/2020]	https://spot.ul.com/main-app/products/detail/5b58baa55b0e820047818da
127167	Valore - High Back Chair w/Arms	Approved	[GG 11/13/2018 - 06/26/2020]	[GOLD 07/11/2019 - 06/26/2020]	https://spot.ul.com/main-app/products/detail/5b58baa55b0e820047818da
127168	Valore - High Back Chair Armless	Approved	[GG 11/13/2018 - 06/26/2020]	[GOLD 07/11/2019 - 06/26/2020]	https://spot.ul.com/main-app/products/detail/5b58baa55b0e820047818da
127169	Thesis - Static Back, Arms	Approved	[GG 11/13/2018 - 06/26/2020]	[GOLD 07/11/2019 - 06/26/2020]	https://spot.ul.com/main-app/products/detail/5b58baa55b0e820047818da
127170	Thesis - Flex Back, Armless	Approved	[GG 11/13/2018 - 06/26/2020]	[GOLD 07/11/2019 - 06/26/2020]	https://spot.ul.com/main-app/products/detail/5b58baa55b0e820047818da
127171	Thesis - Static Back, Armless	Approved	[GG 11/13/2018 - 06/26/2020]	[GOLD 07/11/2019 - 06/26/2020]	https://spot.ul.com/main-app/products/detail/5b58baa55b0e820047818da
127172	Thesis - Static Back, Tablet	Approved	[GG 11/13/2018 - 06/26/2020]	[GOLD 07/11/2019 - 06/26/2020]	https://spot.ul.com/main-app/products/detail/5b58baa55b0e820047818da
127173	Thesis - Flex Back, Arms	Approved	[GG 11/13/2018 - 06/26/2020]	[GOLD 07/11/2019 - 06/26/2020]	https://spot.ul.com/main-app/products/detail/5b58baa55b0e820047818da
127174	Thesis - Flex Back, Tablet	Approved	[GG 11/13/2018 - 06/26/2020]	[GOLD 07/11/2019 - 06/26/2020]	https://spot.ul.com/main-app/products/detail/5b58baa55b0e820047818da
127175	Thesis Stool - Flex Back	Approved	[GG 11/13/2018 - 06/26/2020]	[GOLD 07/11/2019 - 06/26/2020]	https://spot.ul.com/main-app/products/detail/5b58baa55b0e820047818da
127176	Focal™ Mobis® Seat	Approved	[GG 11/13/2018 - 06/26/2020]	[GOLD 07/11/2019 - 06/26/2020]	https://spot.ul.com/main-app/products/detail/5b58baa55b0e820047818da
127177	Focal™ Mobis® II Seat	Approved	[GG 11/13/2018 - 06/26/2020]	[GOLD 07/11/2019 - 06/26/2020]	https://spot.ul.com/main-app/products/detail/5b58baa55b0e820047818da
130097	Economy Lab Stool	Approved	[GG 09/17/2018 - 06/26/2020]	[GOLD 07/11/2019 - 06/26/2020]	https://spot.ul.com/main-app/products/detail/5b58baa55b0e820047818da
130098	Lab Stool with Back, Pneumatic Lift	Approved	[GG 09/17/2018 - 06/26/2020]	[GOLD 07/11/2019 - 06/26/2020]	https://spot.ul.com/main-app/products/detail/5b58baa55b0e820047818da
130099	Pneumatic Lift Lab Stool	Approved	[GG 09/17/2018 - 06/26/2020]	[GOLD 07/11/2019 - 06/26/2020]	https://spot.ul.com/main-app/products/detail/5b58baa55b0e820047818da
130100	Lab Stool: Low Base with Screw Lift	Approved	[GG 09/17/2018 - 06/26/2020]	[GOLD 07/11/2019 - 06/26/2020]	https://spot.ul.com/main-app/products/detail/5b58baa55b0e820047818da
130101	Lab Stool: High Base with Screw Lift	Approved	[GG 09/17/2018 - 06/26/2020]	[GOLD 07/11/2019 - 06/26/2020]	https://spot.ul.com/main-app/products/detail/5b58baa55b0e820047818da
130157	Zenergy - Custom	Approved	[GG 09/17/2018 - 06/26/2020]	[GOLD 07/11/2019 - 06/26/2020]	https://spot.ul.com/main-app/products/detail/5b58baa55b0e820047818da
130158	Runtz Ball Chair	Approved	[GG 09/17/2018 - 06/26/2020]	[GOLD 07/11/2019 - 06/26/2020]	https://spot.ul.com/main-app/products/detail/5b58baa55b0e820047818da
130159	Industrial Perch Stool	Approved	[GG 09/17/2018 - 06/26/2020]	[GOLD 07/11/2019 - 06/26/2020]	https://spot.ul.com/main-app/products/detail/5b58baa55b0e820047818da
130160	Shell Extended Height Chair	Approved	[GG 11/13/2018 - 06/26/2020]	[GOLD 07/11/2019 - 06/26/2020]	https://spot.ul.com/main-app/products/detail/5b58baa55b0e820047818da
130162	Shell Desk Chair	Approved	[GG 11/13/2018 - 06/26/2020]	[GOLD 07/11/2019 - 06/26/2020]	https://spot.ul.com/main-app/products/detail/5b58baa55b0e820047818da
130163	Focal Locus Seat	Approved	[GG 11/13/2018 - 06/26/2020]	[GOLD 07/11/2019 - 06/26/2020]	https://spot.ul.com/main-app/products/detail/5b58baa55b0e820047818da
130164	Ultimo Series 100 - High Back Chair	Approved	[GG 11/13/2018 - 06/26/2020]	[GOLD 07/11/2019 - 06/26/2020]	https://spot.ul.com/main-app/products/detail/5b58baa55b0e820047818da
130165	Ultimo Series 100 - Mid Back Chair	Approved	[GG 11/13/2018 - 06/26/2020]	[GOLD 07/11/2019 - 06/26/2020]	https://spot.ul.com/main-app/products/detail/5b58baa55b0e820047818da
130166	Ultimo Series 200 - Mid Back Chair	Approved	[GG 11/13/2018 - 06/26/2020]	[GOLD 07/11/2019 - 06/26/2020]	https://spot.ul.com/main-app/products/detail/5b58baa55b0e820047818da
130167	Ultimo Series 500 - High Back Chair	Approved	[GG 11/13/2018 - 06/26/2020]	[GOLD 07/11/2019 - 06/26/2020]	https://spot.ul.com/main-app/products/detail/5b58baa55b0e820047818da
130168	Ultimo Series 300 - Mid Back Chair	Approved	[GG 11/13/2018 - 06/26/2020]	[GOLD 07/11/2019 - 06/26/2020]	https://spot.ul.com/main-app/products/detail/5b58baa55b0e820047818da
130169	Ultimo Series 300 - High Back Chair	Approved	[GG 11/13/2018 - 06/26/2020]	[GOLD 07/11/2019 - 06/26/2020]	https://spot.ul.com/main-app/products/detail/5b58baa55b0e820047818da
130170	Comfort Series - Executive High Back Chair	Approved	[GG 11/13/2018 - 06/26/2020]	[GOLD 07/11/2019 - 06/26/2020]	https://spot.ul.com/main-app/products/detail/5b58baa55b0e820047818da
130171	Comfort Series - Executive High Back Chair	Approved	[GG 11/13/2018 - 06/26/2020]	[GOLD 07/11/2019 - 06/26/2020]	https://spot.ul.com/main-app/products/detail/5b58baa55b0e820047818da
130172	Comfort Series - Executive Posture Chair	Approved	[GG 11/13/2018 - 06/26/2020]	[GOLD 07/11/2019 - 06/26/2020]	https://spot.ul.com/main-app/products/detail/5b58baa55b0e820047818da
130173	Alliance - Desk Chair	Approved	[GG 11/13/2018 - 06/26/2020]	[GOLD 07/11/2019 - 06/26/2020]	https://spot.ul.com/main-app/products/detail/5b58baa55b0e820047818da
130174	Corsica - High Back Chair	Approved	[GG 11/13/2018 - 06/26/2020]	[GOLD 07/11/2019 - 06/26/2020]	https://spot.ul.com/main-app/products/detail/5b58baa55b0e820047818da
130175	2528 - Conference Chair	Approved	[GG 11/13/2018 - 06/26/2020]	[GOLD 07/11/2019 - 06/26/2020]	https://spot.ul.com/main-app/products/detail/5b58baa55b0e820047818da
130484	Vamp LED Lighting	Approved	[GG 10/12/2018 - 06/26/2020]	[GOLD 07/11/2019 - 06/26/2020]	https://spot.ul.com/main-app/products/detail/5b58baa55b0e820047818da
142821	Metal Heavy-Duty Hangers	Approved	[GG 08/08/2019 - 06/26/2020]	[GOLD 08/08/2019 - 06/26/2020]	https://spot.ul.com/main-app/products/detail/5b58baa55b0e820047818da
145002	Mxx Recycling Centor	Approved	[GG 09/24/2019 - 06/26/2020]	[GOLD 09/24/2019 - 06/26/2020]	https://spot.ul.com/main-app/products/detail/5b58baa55b0e820047818da

Area	Previously Authorized Dealers
AK Count	4
AL Count	6
AR Count	1
AZ Count	6
CA Count	60
CO Count	7
CT Count	5
DC Count	4
DE Count	9
FL Count	27
GA Count	39
HI Count	2
IA Count	11
ID Count	4
IL Count	16
IN Count	9
KS Count	11
KY Count	8
LA Count	4
MA Count	1
MD Count	8
ME Count	2
MI Count	13
MN Count	10
MO Count	25
MS Count	14
MT Count	4
NC Count	18
ND Count	6
NE Count	6
NH Count	2
NJ Count	40
NM Count	5
NV Count	5
NY Count	15
OH Count	34
OK Count	5
OR Count	5
PA Count	86
RI Count	4
SC Count	10
SD Count	9
TN Count	5
TX Count	146
USA Count	1
UT Count	10
VA Count	8
VT Count	2
WA Count	13
WI Count	11
WV Count	3
WY Count	2
Grand Cou	761

Area	Dealer Name	Address	DealerPhone	Contact	Email
AK	Capital Office Systems	1120 E. 35th Avenue, Anchorage, AK 99508	907-777-1500	Angela Matson	amatson@capital-office.com
	Think Office	1320 E. 68th Avenue, Anchorage, AK 99518	907-338-4475		www.thinkofficeinc.com
	Artic Office Products	100 West Fireweed Lane Anchorage, AK 99503	907-276-2322		
	Business Interiors Northwest	3909 Artic Blvd, Suite 100 Anchorage, AK 99503	907-771-7600		
AK Count	4				
	AL	BODINE, INC	2141 14TH AVENUE SOUTH, BIRMINGHAM, AL 35205	2059339100	
	AL	CRAWFORD OFC SPLY #4015	301 SOUTH LEIGHTON AVENUE, ANNISTON, AL 36202	2562373310	
	AL	CURRIE SYSTEMS, INC #1060	3089 LEE MAN FERRY ROAD, HUNTSVILLE, AL 35801	2567042877	
	AL	EXECUTIVE OFFICE SYNC #5043	1716 28TH AVENUE SOUTH, BIRMINGHAM, AL 35209	2058717393	
	AL	L&L OFFICE SUPPLY #1044	3821 LORNA ROAD, #108, HOOVER, AL 35244	8649842521	
	AL	Kyle Office Supply	1020 21st Avenue, Tuscaloosa, AL 35401	205/345-5573	Drew Kyle
	6				
	AR	ADMIRAL EXPRESS #P018	855-B CLAYTON STREET, SPRINGDALE, AR 72762	4797175289	
	1				
AZ	AZ	Facilitec	4501 E McDowell Rd, Phoenix AZ 85008	602-275-0101	Ed Cain
	AZ	Goodman's	1400 East Indian School, Phoenix AZ 85002	602-263-1110	Adam Goodman
	AZ	DRAFTING EQUIPMENT WAREHOUSE	835 WEST WARNER, #101-482, GILBERT, AZ 85233	8779337238	
	AZ	INTERIOR SOLUTIONS	444 WEST FAIRMONT DRIVE, TEMPE, AZ 85282	8003397538	Drew
	AZ	NEES BUSINESS FORMS	2000 SO THOMPSON STREET, FLAGSTAFF, AZ 86601	8002256380	Chris Cable
	AZ	NORTHERN OFC PRDCTS #1099	793 SOUTH COLD WATER LANE, DEWEY, AZ 86327	9287725205	Craig Campbell
	6				
	CA	AGA STERLING ART	18871 TELLER AVENUE, IRVINE, CA 92612	9495350101	Tom Zimmerman
	CA	AGA-UNIVERSITY ART CENTER INC	267 HAMILTON AVENUE, PALO ALTO, CA 94301	6503283500	
	CA	BIZ 2 BIZ ONLINE	3943 IRVINE BLVD, #285, IRVINE, CA 92602	8003385370	
AZ Count	CA	Buildig Block Interiors	3494 Camino Tassajara #240, Danville, CA 94506	925.457.6561	Drew
	CA	Caliber Office	8719 AIRPORT ROAD SUITE A, REDDING, CA 96002	530/225-8677	Chris Cable
	CA	Campbell Keller	3041 65TH STREET, #3, PO BOX 277788, SACRAMENTO, CA 95827	916/362-0123	Craig Campbell
	CA	CONTRACT OFFICE GROUP, INC	1731 TECHNOLOGY DRIVE, #100, SAN JOSE, CA 95110	4082131790	
	CA	Core Business Interiors	7910 NORTH INGRAM AVENUE, #102, FRESNO, CA 95112	559/297-6400	Tom Zimmerman
	CA	CRI	130 SUTTER STREET, 3RD FLOOR, SAN FRANCISCO, CA 94104	4152930715	
	CA	Crider Contract Interiors	285 E. Imperial Highway, Suite 106, Fullerton, CA	714.502-4480	Meg Crider
	CA	DIGITAL BUYER #251	155 W WASHINGTON BLVD, STE #306, LOS ANGELES, CA 90015	8004082718	
	CA	ENET FURNITURE	28200 HWY 189, ST. N-100, LAKE ARROWHEAD, CA 923520050	9093369275	
	CA	EPIC OFFICE FURNITURE, INC	7111 GARDEN GROVE BLVD, #223, GARDEN GROVE, CA 92841	7148926368	
AZ Count	CA	EOA OFFICE FURNITURE, LLC	915 WALSH AVENUE, SANTA CLARA, CA 95050	4087193290	
	CA	HOGUE & ASSOCIATES, INC	7300 FOLSOM BLVD, #103, SACRAMENTO, CA 95826	9164551515	
	CA	HOOVER'S COMMERCIAL SERVICES	5159 COMMERCIAL CIRCLE, #C, CONCORD, CA 94508582	9256875454	
	CA	HOPPERS OFFICE & DRAFTING FURN	8827 ROCHESTER AVENUE, RANCHO CUCAMONGA, CA 91730	9099871724	Kori Vasquez
	CA	Inside Source	985 Industrial Road, Suite 101, San Carlos, Ca 94070	650-508-9101	Leila Huenegardt
	CA	KBM Workspace	160 W. Santa Clara St, Suite 102, San Jose, CA 95113	408-351-7100	
	CA	MG WEST COMPANY, INC	TWO SHAW ALLEY, 3RD FLOOR, SAN FRANCISCO, CA 94105	4152844800	Therese Kingsbury
	CA	Miles Treaster & Associates	1810 13TH STREET, SACRAMENTO, CA 95811	916/373-1800	
	CA	NATIONAL OFFICE OUTFITTERS LLC	2123 VIEW CREST GLEN, ESCONDIDO, CA 92026	7609139134	
	CA	OASIS BUSINESS SUPP #1035	3235 SAN FERNANDO ROAD, #1E, LOS ANGELES, CA 90065	3239820969	
AZ Count	CA	One Workplace	2500 De La Cruz Blvd, Santa Clara, CA 95050	666-800-2500	Trevor Croghan
	CA	RAY AND ASSOCIATES, INC	14518 MERIDIAN PKWY, #B, RIVERSIDE, CA 92518	9515714047	
	CA	RED HULA DESIGN	1796 GREEN STREET, SAN FRANCISCO, CA 94123	4156065705	
	CA	Solutions Business Furniture	2351 SUNSET BLVD, #170, ROCKLIN, CA 95765	916/205-7147	Teresa Conger
	CA	STINSON STATIONERS #500352	1108 BAKER STREET, BAKERSFIELD, CA 93305	661327611	
	CA	STUDLEY & ASSOCIATES	1161-140 RINGWOOD COURT, SAN JOSE, CA 95131	4084338676	
	CA	SUPPLYMASTER, INC #1038	2433 CROSS CREEK LANE, ESCONDIDO, CA 92025	7607452580	
	CA	TECHNOLOGY INTEGRATION GROUP	7810 TRADE STREET, SAN DIEGO, CA 92121	8585661900	
	CA	United Corporate Furnishings	1780 NORTH MARKET BLVD, SACRAMENTO, CA, 95834	916/553-5900	Kristi Rolak
	CA	VQV FURNITURE GROUP	611 N CALIFORNIA AVE, PALO ALTO, CA 94301	6503214810	
AZ Count	BKM	Office Environments	2111 Portola Rd, #A Ventura CA 93003	805-339-6388	Pete Sloan

CA	Crawford and Company	13370 Kirham Way, Poway CA92064	858-513-6584	Bobby Crawford	csf@illmer.com
	CA CSI Fullmer	696 East Colorado Blvd, #220 Pasadena CA 91101	626-486-2266	Bill Baquet	echapman@osbusinessinteriors.com
	CA Office Solutions Business Interiors	23303 La Palma Ave, Yorba Linda, CA 92887	888-909-6774	Elisa Chapman	pdonlon@pivotinteriors.com
	CA Pivot Interiors	3355 Scott Boulevard, Suite 110 Santa Clara, CA 95054	408-432-5600	Patrick Donlon	tp@umlee@machabee.com
	CA Machabee Office Environments	50 East Greg Street, Suite 112 Sparks, NV 89431	775-329-3145	Terri Plumlee	dennie@seatsandstations.com
	CA Seats and Stations	1430 Blue Oaks Boulevard, Suite 150 Roseville, CA 95747	916-786-8005	Dennie Moreno	sbyrnes@facilitydesigns.com
	CA Facility Designs	7511 North Palm Bluffs Avenue, Suite 101 Fresno, CA 93711	559-432-3200	Suzanne Byrnes	kreed@tangraminteriors.com
	CA Tangram Interiors	677 West Palmdon Drive, Suite 101 Fresno, CA 93704	559-275-4111	Kellie Reed	joc@wardensworks.com
	CA Cal Bennett's	615 North Plaza Drive /Visalia, CA 93291	559-651-7979	Stan Bennett	brotherston@corporate-furniture.com
	CA Warden's	1415 J Street Modesto, CA 95354	209-529-6321	Joe Cunningham	sandi.jacobs@sidemark.com
CA	Corporate Furniture Solutions	2025 Gateway Place Suite 310, San Jose, CA	408-627-4111	Blake Brotherson	toocar@zawcoffices.com
	CA Sidemark	96 N. 2nd Street, San Jose, Ca 95113	408-590-7326	Sandi Jacobs	darryl@abetersource.com
	CA Vanguard Concept Offices	2150 N 1st St Suite 100, San Jose, CA 95131	408-325-3200	Troy Ocariza	mrayann.mccarthy@df-sf.com
	CA Better Source	30799 Wiegman Road, Hayward, CA 94544	650-345-9605	Darryl Denny	mspencer@oneworkplace.com
	CA Peninsula Business Interiors	325 S. Main St, Salinas CA 93901	831-757-4107	Mark Faylor	mkipa@bkmsd.com
	CA Resource and Design	747 Front St San Francisco, CA 94111	415-230-8206	Mayann McCarthy	jherr@parronhall.com
	CA One Workplace	2500 De LaCruz Blvd, San Jose CA	669-210-6875	Mike Spencer	hpletschert@systemssource.com
	CA BKM	4780 Eastgate Mall, Suite 100, San Diego, CA 92121	(858) 569-4709	Mike Klipa	delinda@cedd.com
	CA Parron Hall	9655 Granite Ridge Drive, Ste. 100, San Diego, CA 92123	(858) 268-1212	Parron Hall	abenge@culturasd.com
	CA System Source	530 "B" Street Suite 110, San Diego, CA 92101	(206) 384-7146	Heather Pletschett	trouble@allsystemsforfurniture.com
CA	G/M Business Interiors	110 West A Street, Ste.140, San Diego, CA 92101	(619) 236-0500	Mike Akin	david@thinkoi.com
	CA Innovative Commercial Environments (ICE)	9645 Scranton Road Suite 160, San Diego, CA 92121	(858) 947-7272	Delinda Forsythe	j@nclair@booffurniture.com
	CA Cultura	5010 Shoreham Place, Suite 110, San Diego, CA 92122	(858) 755-1390	Anne Bengte	
	CA All Systems Go Furniture, Inc.	2245 Enterprise St, Suite 100, Escondido, CA 92029	(760) 743-4890	Todd Noble	
	CA Think Office Interiors	1660 Logan Avenue, Suite A, San Diego, CA 92113	(760) 458-5782	David Kiran	
	CA Business Office Outfitters	8807 Clairemont Mesa Blvd, San Diego CA 92123	(858) 751-2744	Jerry Sinclair	
CO	AGA HR MEININGER COMPANY	499 BROADWAY, DENVER, CO 80203	3036983838		
	CO COMPLETE MAILING SOLUTIONS INC	3001 S TEJON STREET, ENGLEWOOD, CO 80110316	8888439937	Christopher Leach	
	CO Contract Furnishings	3115 E 40th Ave, Denver, CO 80205	720-956-1515		
	CO EVERYTHING FOR OFFICES	5601 E STAPLETON DRIVE NORTH, DENVER, CO 80216	3037331300		
	CO JUST OFFICE FURNITURE	6002 BYRD DRIVE, LOVELAND, CO 80038	9704939039		
	CO Officescapes	2506 Zepplin Road, Colorado Springs, CO 80916	719-574-1113	Lee Strapp	lstrapp@officescapes.com
	CO Peak Office Furniture	2500 W 8th Ave, Denver, CO 80204	303-825-8260	Linda DeValois	linda@peakoffice.com
CT	Insalco Corporation	7 Capital Dr, Wallingford CT 06492	203-269-1238	Sandy Collar	
	CT ALVIN & COMPANY, INC	PO BOX 188, WINDSOR, CT 06095	8602438991		
	CT JOHN WATTS ASSOCIATES, INC	121 ROBERTS STREET, #A, EAST HARTFORD, CT 06108	8605281110		
	CT OFFICE RESOURCES, INC	6 CENTRAL ROW, HARTFORD, CT 06103	8602182080		
	CT RED THREAD	300 EAST RIVER DRIVE, EAST HARTFORD, CT 06108	8605289981		
DC	MOI	111 K Street NE 8th Floor Washington, DC 20002	202-469-7620	Michelle Loomis	mloomis@moli.com
	DC MOI	111 K Street NE 8th Floor Washington, DC 20002	202-469-7620	Michelle Loomis	mloomis@moli.com
	DC SKB Procurements, Inc.	1818 N Street NW, #510 Washington, DC 20036	202/332-2434	MELISSA SCHWALM	
	DC Standard Business Furniture	35 Sheridan Street, NW Washington DC 20011	202-829-4820	Ursula Schneider	
DE	A Pomerantz & Company	123 South Broad St St 1260 Phila Pa 19109	215-408-2175	Holly Gack	gack@pomerantz.com
	DE Brennan's Office Interiors	620 A St Wilmington De 19801	302-325-8190	Mark Brennan	mbrennan@BrennansOI.com
	DE CFI	300 N Market St Wilmington De 19801 Suite 201	215-279-9425	Rick Giles	rgiles@cfi-knoll.com
	DE Corporate Interiors	223 Lisa Drive New Castle De 19720	302-356-1010	Fred Leone	Fred.leone@corporate-interiors.com
	DE Delaware School & Office	PO Box 5046 Wilmington De 19808	302-996-0652	Jamie Kegerise	jamie@DOSFurniture.com
	DE EOS	117 J&M Drive New Castle DE 19720	302-326-0660	Keith McNally	kmcnally@eos-tab.com
	DE Staples Business Interiors	100 Springbrooke Blvd Aston Pa 19014	610-245-2538	Scott Schantz	Scott.Schantz@Staples.com
	DE WB Mason	113 Interchange Blvd Newark, De 19711	888-926-2766	Sara Jester	sara.jester@wbmason.com
	DE Workspace Interiors by Office Depot	3100 Frost Rd Bristol Pa 19007	484-459-0037	Sharon Roach	Sharon.Roach@workspaceinteriorsod.com

DE Count

9

FL	ACE OFFICE SUPPLIES #5034	531 TRIUMPH COURT, #5, ORLANDO, FL 32805	4075236440		
FL	ALL SERVICE GROUP, INC	1000-C NW 56TH STREET, FT LAUDERDALE, FL 33309	9544920020		
FL	BLUE HEN, INC	655 WEST FULTON STREET, #11, SANFORD, FL 32771	8882583436		
FI	Budget Office Interiors	3030 Powers Ave. S. 101 Jacksonville, FL 32207	904-733-0182	Sylvia Crosby	svyia@budgetofficeinteriors.com
FL	CFS OFFICE	200 SOUTH AUDREWS AVENUE, #700, FORT LAUDERDALE, FL 333011864	9546846773		
FL	COMMERCIAL DESIGN SERVICES	5805 BARRY ROAD, TAMPA, FL 328917245	8138860580		
FL	EASEL ART SUPPLIES	470 NE 167TH STREET, NORTH MIAMI BEACH, FL 33162	850-224-9476	Shirley Bilbo	sbilbo@eafinc.com
FL	EXECUTIVE OFFICE FURNITURE	1401 S. MONROE ST. TALLAHASSEE, FL 32301	904-731-0063	CHRIS SCULLY	CSULLY@FOUUSA.COM
FI	Florida Office Interiors	8409 BAYMEADOWS RD. JACKSONVILLE, FL 32256	9044213899		
FL	FSI CONSOLIDATED	PO BOX 551630, JACKSONVILLE, FL 322551630	877375435		
FL	IMPORT ADVANTAGE.COM	327 EAST ROYAL PALM ROAD, BOCA RATON, FL 33432	9042924400		
FL	INFOPRO CONCEPTS, INC	10702 HOOD ROAD SOUTH, #1, JACKSONVILLE, FL 32257	850-536-0888	Chris Kearney	ckearney@ifishl.com
FL	INTEGRATED Facilities Systems	629 WEST BREVARD ST. TALLAHASSEE, FL 32304	850-527-5057	Lajoyce Leitz	lleitz@leitzofficeproducts.com
FL	Leitz Office Products	1119 Florida Ave Lynn Haven, FL 32444	5612373300		
FL	MORE DIRECT, INC	4800 T-REX AVENUE, #300, BOCA RATON, FL 33431	352-332-1192	David Salter	dsalter@oec-fl.com
FL	OEC BUSINESS Interiors	1601 nw 80th boulevard gainesville fl 32606	850-241-1750	THOMAS CURRY	TCURRY@OFFICEENVIRONMENTS.COM
FL	Office ENVIRONMENTS	1801 HERMITAGE BOUL. S. 170 TALLAHASSEE, FL 32308	904-398-9761	MEL SCHOCK	MSCHOCK@OESJAX.COM
FL	Office ENVIRONMENTS & SERVICES	1524 SAN MARCO BLVD. JACKSONVILLE, FL 32207	4078478899		
FL	PATTERSON'S OFC #5050	1706 CORNETT PLACE, KISSIMMEE, FL 347422667	904-737-5858	VINCE MCCORMACK	VINCE.MCCORMACK@PERDUOFFICE.COM
FL	Perdue OFFICE INTERIORS	5 WEST FORSYTH ST. S. 100 JACKSONVILLE, FL 32202	352-208-5311	RAY ROGERS	RAYROGERS@RRKROFFICEFURNITURE.COM
FL	RKR and Associates	10620 sw 69th terrace Ocala FL 34476	3054152200		
FL	SYX DISTRIBUTION, INC	7795 WEST FLAGLER STREET, #35, MIAMI, FL 33144	3054152337		
FL	TIGERDIRECT.COM	7795 WEST FLAGLER STREET, #35, MIAMI, FL 33144	904 353-4020	Mark Chappell	mchappell@tosinc.com
FL	Total Office Solutions	4301 emerson st. jacksonville, fl. 32207	800-822-2979	Linda McCLARNEY	WATTLEES@BELLSOUTH.NET
FL	WATTLEES OFFICE SUPPLY	110 s. second st. palatka, fl. 32177	904-858-9918	SARAH BERMUDEZ	SBERNUDEZ@WORKSCAPES.COM
FL	WORKSCAPES	121 WEST FORSYTH ST. S. 100 JACKSONVILLE, FL 32202	954/499-6677		
FL	JC White Architectural	3501 Commerce Parkway, Miramar FL 33025			
27					
GA	ATHENS BLUEPRINT & COPY SHOP	269 W. DOUGHERTY ST. ATHENS, GA 30601	7055480656		
GA	BELINCK, INC. #1064	4350 BALGROUND HWY. CANTON, GA 30114	7707218200		
GA	BUSINESS FURNITURE AMERICA	1073 C HUFF ROAD, ATLANTA, GA 30318	4043559493		
GA	BUSINESS INT BY STAPLES (HD)	300 WESTLAKE PARKWAY, ATLANTA, GA 30336	8009340155		
GA	DIMENSIONAL SYSTEMS INC	11770 HAYNES BRIDGE ROAD, ALPHARETTA, GA 30004	7704425555		
GA	FLINT OFFICE FURNITURE	726 PINE AVE. ALBANY, GA 31701	2294364804		
GA	GEORGIA INSTITUTIONAL FURNISHI	103 GARDNER PARK, PEACHTREE CITY, GA 30269	7704866431		
GA	GRAPHIC SYSTEMS, INC	3145 AVALON RIDGE PLACE, #150, NORCROS, GA 300711582	6785271050		
GA	HI-TECH ENVIRONMENTS	289 CULVER STREET, #A, LAWRENCEVILLE, GA 30045	8887242531		
GA	Mason's	2301 Rowland Ave Savannah, Ga. 31404	912-429-7488	Joe Connors	jconnors@mason-inc.com
GA	NATIONAL FURNITURE LIQUIDATORS	2870 PLANT ATKINSON ROAD, SMYRNA, GA 30080	4048727280		
GA	National Office Systems	120 east 42nd street savannah, ga. 31401	912-238-0539	Heather Lott	heather@natoffsys.com
GA	Office Services	1042 Lynes Ave. Savannah, Ga. 31415	912-232-7500	david culverhouse	david@officeservicesav.com
GA	Ponders	117 North Madison St. Thomasville, Ga. 31792	229-224-9924	Roger Harrell	roger@ponders.com
GA	ROSWELL HOME & OFFICE FURNITUR	11442 ALPHARETTA HWY, ROSWELL, GA 30076	7709984899		
GA	SIX CONTINENTS HOTELS, INC	THREE RAVINIA DRIVE, #100, ATLANTA, GA 303462121	9999999999		
GA	STATUS DESIGN STUDIO, INC	471 PARKSIDE TERRACE, SMYRNA, GA 30082	6789086018	APRILL Burris	april@vipoffice.com
GA	VIP OFFICE SOLUTIONS	109 A CENTRAL AVE. HINESVILLE, GA 31313	912-238-0222	Deborah Jackson	
GA	Franklin McNeal	5950 Shiloh Road East, #1 Alpharetta GA 30005	770-781-9572	Tammy Owen	
GA	Russell Ventures	322 North Point Pkwy, #D, Acworth GA 30102	229-439-7418	Gaye Arthur	gaye.arthur@adventhi.com
GA	Advent Business Interiors Inc	2925 Ledo Road Suite 3, Albany GA 31707	706-737-3014	John Mayo	sales@abinc.net
GA	Agusta Business Interiors Inc	3127-G Danascus Rd, Augusta GA 30909	678-837-3056	Bill Holwerda	bill.holwerda@staples.com
GA	Business Interiors by Staples	6600 Peachtree Dunwoody Rd NE, site 400 Atlanta GA 30328	404-679-8999	Scott Duncan	scott.duncan@coec.com
GA	Carrollton Office Equipment Co. Inc	104 Pine Knoll DR, Carrollton GA 30117	770-834-4436	Tony Nelson	tnelson@ceofga.com
GA	Corporate Environments	1636 Northeast Expressway	478-765-1515	Bruce Johnson	bruce@commercial-furnishings.com
GA	Commercial Furnishing	598 Third Street, Macon GA 31201	770-493-8200	John Pidgeon	john.pidgeon@c-w-c.com
GA	Carthiers Wallace Courtenay LLC	4343 Northeast Expressway, Atlanta GA 30340	706-543-1320	Todd Fowler	tfowler@folcoinc.com
GA	Fowler Office Interiors div Folco Inc.	940 W. Broad St, Athens GA 30601			

FL Count

	GA	Franklin McNeal	5950 Shiloh Road East, #1 Alpharetta GA 30005	770-781-9572	Steve Hurd	steve.hurd@franklinmccneal.com
	GA	Impact Office Interiors	222 Melvether Street, Griffin GA 30224	770-228-0706	Mark William	mmilliam@impactofficeinteriors.com
	GA	Malone Office Environments	1345 13th Ave, Columbus GA 31901	706-322-2513	Sam Buracker	sburacker@maloneoffice.com
	GA	Center Office Systems DBA National OS	120 east 42nd street savannah, ga. 31401	912-238-0539	April Galloway	april@natofsys.com
	GA	McGarity's	870 Grove Street, Gainesville GA 30501	770-536-9852	Will Hudson	whudson@mcgaritys.com
	GA	National Furniture Liquidators LLC	2865 Log Cabin Drive, Smyrna GA 30080	404-872-7280	Rick Robillard	rickrobillard@nflinc.com
	GA	Office Creations	305 Shawnee North Drive Suite 700, Suwanee GA 30024	678-714-7474	Joy Mitchell	accounting@officecreations.com
	GA	State Office Furniture	3562 Tewksbury Dr., Snellville GA 30039	770-597-1518	Tim Moore	timmoore@stateofficefurniture.com
	GA	Creative Office Design Inc.	2146 Roswell Road, Suite 108-857 Marietta GA 30062	770-310-0671	Jann Bremmman	jbrewn2@comcast.net
	GA	Contract Business Interiors Inc	3455 North Desert Dr. Bldg 3 ste103 East Point GA 30344	404-684-0800	Stephen Gamble	stepheeng@contractbusinessinteriors.com
	GA	Milton-Jones Co.	1325-A Oakbrook Dr.	770-649-9006	Trish Coffel	tcoffel@miltonjones.com
GA Count	39					
	HI	Corporate Environments International	841 Bishop St, Suite 1188 Honolulu, HI 96813	808-237-6001		
	HI	Office Pavilion	1600 Kapiolani Blvd. 17th Floor Honolulu, HI 96814	808-599-2411		
HI Count	2					
	IA	ALL MAKES OFFICE INTERIORS	11291 AURORA AVENUE, URBANDALE, IA 50322	515/282-2166		
	IA	ALL MAKES OFFICE INTERIORS	500 E COURT AVE SUITE 150, DES MOINES 50309	515-282-2166	KELLY COENEN	
	IA	KOCH BROTHERS	325 GRAND AVE, DES MOINES, IA 50309	800,944,5624	KEN KAHRS	
	IA	LINCOLN OFFICE	1026 MOUND STREET, DAVENPORT, IA 52803	309/736-0101		
	IA	SAXTON INC DESIGN GROUP	600 3RD STREET SE, #300, CEDAR RAPIDS, IA 524012010	319/365-6967		
	IA	SG OFFICE PLANNING GROUP, IOWA	3804 DOUGLAS AVENUE, DES MOINES, IA 503103651			
	IA	STOREY-KENWORTHY CO #285	309 LOCUST STREET, DES MOINES, IA 50309	515/288-3243	david	
	IA	TALLGRASS BUSINESS RESOURCES	218 2ND STREET, CORALVILLE, IA 52241	800,373,9211	TOM TRIPLETT	
	IA	TRIPLETT COMPANIES	3553 109TH STREET, URBANDALE, IA 50322	515-270-9150		
	IA	WALKER'S OFFICE SPY #5056	109 WEST BROADWAY, FAIRFIELD, IA 52556	6414722131		
	IA	WORKSPACE, INC. #285	309 LOCUST STREET, DES MOINES, IA 50308	515/288-7090		
IA Count	11					
	ID	Sprague Solutions	615 W. Hays St., Boise, ID 83702	208-331-7737		www.spraguesolutions.com
	ID	Business Interiors of Idaho	176 S. Capitol Blvd Boise, ID 83702	(208) 384-5050	Mark Heath	www.businessinteriorsofido.com
	ID	PaperClips A'Mor	8491 W. Elisa Street Boise, ID 83709	208-376-2547	Steve Johnson	www.paperclipsamor.com
	ID	Porters Office Products	1050 N. 2nd Street, Rexburg, ID 83440	208-356-4616	Boyd Cook	www.portersofficeproducts.com
ID Count	4					
	IL	ARTHUR P O'HARA, INC	2801 CENTRE CIRCLE DRIVE, DOWNERS GROVE, IL 60515	6307865454		
	IL	DESKS, INC	225 WEST OHIO STREET, #500, CHICAGO, IL 60654	3123343375		
	IL	Egyptian Business Furniture	129 WEST Main Street, Belleville, IL 62220	618-234-2323	Kevin Baltz	
	IL	FORWARD SPACE, LLC	13820 W BUSINESS CENTER DRIVE, LAKE FOREST, IL 60045	3125635226		
	IL	FORWARD SPACE, LLC	1142 NORTH BRANCH STREET, CHICAGO, IL 60642	3129421100		
	IL	HENRICKSEN & COMPANY, INC	1101 WEST THORNDALE AVENUE Itasca, IL 60143	630,250,9090	Ellen Putnam	e.putnam@henricksen.com
	IL	INTERIORS FOR BUSINESS	409 NORTH RIVER STREET Batavia, IL 60510	630,761,1070	Pat Gosselin	Pgosselin@interiorforbusiness.com
	IL	Lower Facility Planning	1604 Eastport Plaza Dr., Suite 100, Collinsville, IL 62234	618-344-9610	Jane Louer	
	IL	Midwest Office	3700 W Wabash Ave, Springfield, IL 62711	217-753-5555	Steve DeMarco	
	IL	Midwest Office Interiors	10330 ARGONNE WOODS DR, #600 Woodridge, IL 60517	217-753-5555	David Clutts	dclutts@midwestofficeinc.com
	IL	Resource One	321 East Adams, Springfield, IL, 62701	217-753-5742	Cindy Davis	
	IL	STOCKS OFFICE FURNITURE	602 SOUTH COUNTRY FAIR DRIVE, CHAMPAIGN, IL 61821	2173591661		
	IL	WRONA BROS, INC #5030	205 EAST CHICAGO STREET, ELGIN, IL 60120	8477424296		
	IL	Corporate Concepts	205 W. Wacker Drive Suite 2300 Chicago, IL 60606	630,652,4059	Ryan Zerante	rzerante@corpcnc.com
	IL	S. Stein & Co.	1334 N Kostner Ave, Chicago, IL 60651	312 649-7146	Cyd Stein	cstein@ssteincompany.com
	IL	SEAATS	56 W Lake Street Suite 100	312-768-4250		
IL Count	16					
	IN	Business Furnishings	4102 Meghan Beeler Court, South Bend, IN 46628	574,243,3255	Mark Macheca	MMacheca@business-furnishings.net
	IN	Business Furniture	8421 Bearing Drive, Ste 200 East, Indianapolis, IN 46268	317,216,1600	Bill Grace	graceb@businessfurniture.net
	IN	CIRCLE OFC SUPPLIES #3037	2222 PROFIT DRIVE, INDIANAPOLIS, IN 46241	3172487900		
	IN	Commercial Works, Indianapolis	255 South Post Rd., Indianapolis, IN 46219	317,710,0888	Todd Hartman	Thartman@commercial-works.com
	IN	DENTEX SYSTEMS	5360 W 84TH STREET, INDIANAPOLIS, IN 46268	3179252500		
	IN	Educational Spaces	620 E. 18th St., Muncie, IN 47302	765,286,9041	Matt Simmons	matt@edfun.com
	IN	OFFICE SPY COMPANY #3072	471 SPRING STREET, JEFFERSONVILLE, IN 471311148	8122835523		

IN Count	IN	Office Works	12000 Exit 5 Parkway, Fishers, IN 46038	317.577.3510	Dan Morris	dmorris@officeworks.net
	IN	Office 360	7301Woodland Drive Indianapolis, IN 46278	3176321360	Ken Smogor	k.smogor@office360.com
	9					
	KS	BA DESIGNS	4119 SW SOUTHGATE DR, TOPEKA,KS 66609	785-267-8100	BETH ANNE BRANDEN	
	KS	BSA CONCEPTS FOR BUSINESS	8343 MELROSE DRIVE, LENEXA, KS 66214			
	KS	DESIGNED BUSINESS INTERIORS	107 SW 6TH STREET, TOPEKA, KS 66603	785/733-2078		
	KS	FILESAFE, INC	135 SOUTH 5TH STREET, SALINA, KS 67401			
	KS	INTEGRATED FACILITIES GROUP	123 S WASHINGTON, SUITE 200, WICHITA, KS 67202	316/762-1417		
	KS	JOHN A MARSHALL	10930 LACKMAN ROAD, LENEXA, KS 66219	913 599-4700		
KS Count	KS	OFFICE WORKS & HOME FURN, INC	960 SOUTH RANGE, COLBY, KS 67701	785/462-2222		
	KS	SCOTT RICE OFFICE WORKS	14720 WEST 105TH STREET, LENEXA, KS 66215			
	KS	SG TE BERRY & ASSOCIATES, INC	1927 SOUTH WEST STREET, WICHITA, KS 672770606			
	KS	SPACES, INC	14950 WEST 86TH STREET, LENEXA, KS 66215	913/894-8900		
	KS	UNITED OFFICE PROD #1076	601 WEST DENNIS, OLATHE, KS 66061	913/782-4441		
	11					
	KY	CG Concepts	257 E. Short St, Lexington, KY 40507	859.294.9328	David Ware	dware@cgconcepts.net
	KY	ID&A	1700 S. 5th Street, Louisville, KY 40208	502.562.9255	Michael Morris	MMorris@ID-A.com
	KY	Kerr Office Products	117 N. Main Street, Elizabethtown, KY 42701	270.765.6171	Brian Kerr	bkerr@kerrrog.com
KY Count	KY	NATIONAL OFC SUPP #3003	1263 EAST NEW CIRCLE, #180, LEXINGTON, KY 40505	8592785454		
	KY	Office Resources	816 E Broadway, Louisville, KY 40204	502.589.8400	George Bell	Gbell@orisa.com
	KY	Petter Business	627 Broadway St, Paducah, KY 42001	270.443.8461	Rebekah Schnuck	rschnuck@petter-business.com
	KY	REES OFFICE PRODUCTS #3005	116 SOUTH MAPLE STREET, WINCHESTER, KY 40391	8597444785		
	KY	Tom Sexton Furniture	65 Cummings Drive, Suite A, Walton, KY 41094	859.485.7065	Mark Edwards	mark.e@tomsextonfurniture.com
	8					
	LA	CORPORATE BUS SUPP #5094	273 PLAUCHE STREET, NEW ORLEANS, LA 70123	5047343072		
	LA	Frost Barber	9322 Interline Ave, Baton Rouge, LA 70815	2259265000	Richie Schega	rschega@frost-barber.com
	LA	LAKE AREA OFFICE PRODUCTS	2010 ENTERPRISE BLVD, LAKE CHARLES, LA 70606	3374391313		
LA Count	LA	Lake Charles Office Supply	320 7th St. Lake Charles, Louisiana 70601	337-494-6200	Sean Douget	sdouget@lcos-furniture.com
	4					
	MA	WAYFAIR, LLC	100 HUNTINGTON AVENUE, BOSTON, MA 02116	8779293247		
	1					
MA Count	MD	All Source Interiors	2305 Brompton Circe Olney, MD 20332	301-455-6635	Laura Dragos	lauradragos@allsourceinteriors.com
	MD	DYNAMIC MEDICAL CONCEPTS, LLC	2899 JESSUP ROAD, JESSUP, MD 20794	4107990580		
	MD	Edwards & Hill	10810 Guilford Rd Suite 101 Annapolis Junction, MD 20705	301-317-4250	Hans Edwards	hans@edwardshill.com
	MD	METRO OFFICE PRODUCTS, LLC	4692 MILLENNIUM DRIVE, #420, BELCAMP, MD 210171535	8776387641		
	MD	PBI	115 West Street Suite 301 Annapolis, MD 21401	410-280-3974	Patricia Burnham	patricia@pbi-inc.com
	MD	PLAZA ART ROCKVILLE	1776 E. JEFFERSON STREET, ROCKVILLE, MD 20852	3017700500		
	MD	TABS BUSINESS PROD #3095	5350 46TH AVENUE, HYATTSVILLE, MD 20781	2402600661		
	MD	US Business Interiors	8800 Lottsford Rd Largo, MD 20774	301-333-4166	Jeff Stovall	jeffs@usbonline.com
	8					
MD Count	ME	ENVIRONMENTS @ WORK	30 DANFORTH STREET, #105, PORTLAND, ME 04101	207/571-9889		
	ME	RED THREAD	869-873 MAIN STREET, WESTBROOK, ME 04092	207/774-4900		
ME Count	2					
	MI	Airea	3000 Town Center, Suite 80, Southfield, MI 48075	248-426-0100	Dave Kwiior	dkwiior@aireainc.com
MI Count	MI	CHOICE OFC PROD, INC #3060	2125 MARSHALL COURT, SAGINAW, MI 48602	810-423-7600	Greg Ballard	gregb@choiceofc.com
	MI	CUSTER WORKPLACE INTERIORS	5737 EAST CORK STREET, KALAMAZOO, MI 490489668	616-458-6322	Lana Voelker	lvoelker@custerinc.com
	MI	DEW-EL CORPORATION	10841 PAW PAW DRIVE, HOLLAND, MI 49424	6163966554		
	MI	Interior Environments	48700 Grand River Avenue, Novi, MI 48374	248-213-3010	Steve Coiei	scoiei@ieofices.com
	MI	Interior Image / Resource Office Interiors, LLC	28970 Cabot Drive, Suite 200, Novi, MI 48377	248-553-0836	Greg Gordan	greg@interior-image.com
	MI	ISCG	28000 Woodward, Royal Oak, MI 48067	248-399-1600	Joel Miller	jmliller@iscginc.com
	MI	Kentwood	3063 Berton Road SE, Grand Rapids, MI 49512	616-957-2320	Douglas Brown	dbrown@isofficefurniture.com
	MI	Lakeshore Office Furniture	2615 Temple Street, Muskegon, MI 49444	231-733-0604		
	MI	NBS-NAVIGATING BUSINESS SPACE	2595 BELLINGHAM, TROY, MI 48063	2488235400		
MI Count	MI	OFS Office Furniture Solutions	2175 E. West Maple Road, Commerce Twp, MI 48390	248-668-0077	Bruce Bullard	bruce@ofsonline.com
	MI	Marxmoda	1101 WEST HAMMOND ROAD, #200, TRAVERSE CITY, MI 49686	616-540-1713	Joe Marx	joe.marx@marxmoda.com
	MI	Marxmoda	4633 PATTERSON SE, #A, GRAND RAPIDS, MI 49512	616-540-1713	Joe Marx	joe.marx@marxmoda.com

MI Count	13	MN Innovative Office Solutions	151 East Cliff Rd, #40, Burnsville MN 55337	952-808-9900	Becky Goetz	dana.lair@atmospheredi.com
		MN ATMOSPHERE	81 South Ninth Street, Suite 350, MN	612/343-0868	Dana Lair	greg@beckleysinc.com
		MN BECKLEYS	125 Woodlake Drive SE, ROCHESTER	507/282-8659	Greg Schliesman	
		MN FLUID INTERIORS	100 NORTH 6TH STREET, #100A, MINNEAPOLIS, MN 55403	612/7468745	Shawn Wilson	
		MN HENRICKSON	1101 West River Parkway, MP+LS	763/417-3300	Tim Miller	t.miller@henricksen.com
		MN INTERELUM	845 Berkshire Lane North, PLYMOUTH MN		Lori Van Hulzen	lvanhulzen@interlum.com
		MN I-SPACE	811 Glenwood Ave N, MP+LS		Aaron Eggert	aeggert@ispacefurniture.com
		MN NORTHERN BUSINESS PRODUCTS	2326 WEST SUPERIOR STREET, DULUTH, MN 55806			
		MN Prevotiv	2635 University Ave West		John Ewine	jewine@prevotiv.com
		MN STAPLES	1233 West County Road E	218/7260167	Dick Muenich	Richard.Muenich@Staples.com
	10	MO ADMIRAL EXPRESS INC #P018	1122 NORTH ILLINOIS AVENUE, JOPLIN, MO 64801	417/7812343		
		MO Affinity Office Furniture	9430 N. Hwy. VV, Columbia, MO 65202	573-819-9083	Don Corwin	
		MO AGA ARTMART	2355 SOUTH HAWLEY ROAD, ST LOUIS, MO 63144	314/7819999		
MN Count		MO BUSINESS SYSTEMS ASSOC (BSA)	330 SOVEREIGN CT, MANCHESTER, MO 63021	800/5861959		
		MO CAVENERS LIBRARY & #1087	108 NORTH CEDAR STREET, NEVADA, MO 647722363	417/6672345	Stacey Wellen	
		MO CI Select	11840 Westline Industrial Drive, Suite 100, St. Louis, MO 63146	314-909-1990	Christine Hoffman	
		MO Color Art	1325 N Warson Road, St. Louis, MO, 63132	314-432-3000		
		MO CONTRACT FURNISHINGS	3129 MAIN STREET, KANSAS CITY, MO 64111	800-824-1878		
		MO DOTS OFFICE PRODUCTS #4020	1010 EAST 18TH AVENUE, NORTH KANSAS CITY, MO 64116	816/2218292		
		MO ENCOMPAS	1512 GRAND BLVD, KANSAS CITY, MO 64108	816-300-1122		
		MO EXCEL OFFICE SUPPLY #1098	513 SOUTHWEST BOULEVARD, KANSAS CITY, MO 64108	816/4213191		
		MO Facility Corporate Furnishings	11550 Page Service Drive, #100 St. Louis, MO 63146	314-428-4900	Georgina Randazzo	grandazzo@facilitec-stl.com
		MO FOUR STATE OFC PROD #1092	327 SOUTH MCGREGOR, CARTHAGE, MO 64836	417/3589491		
		MO INDOFF, INCORPORATED	11816 LACKLAND ROAD, ST LOUIS, MO 63146	314/9971122		
		MO Inside the Lines	100 E. Texas Ave, Columbia, MO 65202	573-234-0778	Brad Eiken	
		MO Interior Investments	9 Sumner Drive, Suite 100 St. Louis, MO 63143	314-300-5900	Zach Mabery	zmabery@interiorinvestments.com
MO Count		MO Modern Business Interiors	1023 Portwest Dr., St. Charles, MO 63303	636-946-2500		
		MO Office Essentials	1834 Walton Road, St. Louis, MO, 63114	314-432-4666	Chris Fortune	
		MO PNI COMPUTER SUPPLIES #340	10407-A BAUR DRIVE, SAINT LOUIS, MO 631321904	314/9943050	Jennifer Klavertkamp	
		MO POE, Professional Office Environments	222 Millwell Drive, Maryland Heights, MO 63043	314-621-0606		
		MO RANGEL DISTRIBUTING #317	1327 ST LOUIS AVENUE, KANSAS CITY, MO 64101	816/842/7933	Dan Eiken	
		MO Sarnco Business Products	3612 W. Truman Blvd., Jefferson City, MO 65109	573-634-3177		
		MO TIERNNEY OFC PRODUCTS #231	PO BOX 32236, KANSAS CITY, MO 64171	816/5317455	Marcy Handlan	
		MO Working Spaces	11624 Page Service Drive, St. Louis, MO 63146	314-743-5218	Frank Sovich	fsovich@marathonbe.com
		MO Marathon Building Environments	1715 Paris Rd, Columbia, MO 65201	573-875-7115		
	25					
		MS Craft Office Plus	2301 Terry Rd, Jackson MS 39204	601-372-7901	Jimmy Craft	
		MS Southern Business Furnishings	PO Box 821005, Vicksburg MS 39182	601-487-8585	Tina Johnson	
		MS ANDERSON RETAIL, INC	PO BOX 16055, HATTIESBURG, MS 39404	601/5457198		
MS Count		MS BUSINESS FURNITURE SOLUTIONS	885 LIBERTY ROAD, #100, FLOWOOD, MS 39232	601/4200912		
		MS C&C OFFICE SUPPLY COMPANY, INC	257 CALLAVET STREET, BILOXI, MS 39530	228/4320477		
		MS COMMERCIAL BUSINESS INTERIORS	6927 US HIGHWAY 49 NORTH, HATTIESBURG, MS 39402	601/2689998		
		MS DAWKINS OFFICE SUPPLY	221 MAIN STREET, GREENVILLE, MS 38701	662/3325448		
		MS MAGNOLIA STATE SCHOOL PRODUCTS	COMPANY, INC, COLUMBUS, MS 397058888	662/3288888		
		MS MAINSPACE OFFICE SOLUTIONS LLC	184 RAWLS SPRING LOOP ROAD, HATTIESBURG, MS 39402	601/2974848		
		MS OFFICE ENVIRONMENTS	100 EAST CAPITOL STREET, #2, JACKSON, MS 39201	601/3530313		
		MS OFFICE INNOVATIONS	834 WILSON DRIVE, #C2, RIDGELAND, MS 39157	601/6641850		
		MS OFFICE PRODUCTS PLUS	209A PARK COURT, RIDGELAND, MS 39157	601/8982600		
		MS STATIONERS, INC	842 COMMERCE STREET, JACKSON, MS 39201	601/9483622		
		MS SULLIVANS OFFICE SUPPLY, INC	204 MAIN STREET, STARKVILLE, MS 397601007	662/3238135		
	14					
		MT Missoula's Office City	115 W. Broadway Missoula, MT 59807	406/543-7171	Greg Lustigraff	www.missoulasofficecity.com
		MT Reporter Big Sky Office	724 1st Ave. North Billings, MT 59101	406-248-7881		
		MT EMPIRE OFC MACHINES #1062	821 NORTH LAST CHANCE GULCH, HELENA, MT 59601	406/4428890	Frank Cross	

MT	THE EAGLE GROUP NORTHWEST, INC	114 COOPERATIVE WAY, KALISPELL, MT 59901	4067569499		
MT Count	4				
NC	COMMERCIAL INTERIOR RESOURCES	1213 CULBRETH DRIVE, WILMINGTON, NC 28405	9105097729		
NC	CORPORATE INTERIORS & SALES	1329 MORGANTOWN ROAD, FAYETTEVILLE, NC 28305	9104837000		
NC	DIXIE EQUIPMENT CO, INC	6918 KIRNO ROAD, LIBERTY, NC 27298	3366224202		
NC	DUNCAN PARNELL	201 GLENWOOD AVE, RALEIGH, NC 27605	9198334677		
NC	DYNAMIC OFFICE SERVICES, INC	10320 GLOBE ROAD, MORRISVILLE, NC 27560	9198327663		
NC	ERGOSTOREONLINE	17319 MEADOW BOTTOM RD, CHARLOTTE, NC 28277	7045437994		
NC	FORMS & SUPPLY, INC	6410 ORR ROAD, CHARLOTTE, NC 28256	7045988971		
NC	GETITQUICK.COM #1032	6001 CHAPEL HILL ROAD, #110, RALEIGH, NC 27607	0000000000		
NC	HUGHES-RANKIN COMPANY, INC	1705 SOUTH ELM STREET, HIGH POINT, NC 27261	8007992363		
NC	IMAGE SOLUTIONS	921-K MATTHEWS MINT HILL ROAD, MATTHEWS, NC 28106	7048471329		
NC	INSTITUTIONAL INTERIORS, INC	2851 VAN HUBRON DRIVE, #100, RALEIGH, NC 27615	9199815811		
NC	INTERIOR SYSTEMS, INC	6663 HWY 211 EAST, WEST END, NC 27376	9106730633		
NC	KEN SMITH, INC	8661 MOURKE ROAD, CHARLOTTE, NC 282127515	7045361300		
NC	OFFICE ENVIRONMENTS	11407-B GRANITE STREET, CHARLOTTE, NC 28273	7047147200		
NC	SANDHILLS OFFICE SUPPLY	1575 US HWY 1 SOUTH, SOUTHERN PINES, NC 28387	9106926631		
NC	STEPHENS OFFICE SYSTEM, INC	300-308 FOSTER AVENUE, CHARLOTTE, NC 28203	7045257912		
NC	THRIFTY OFFICE FURNITURE	1023 SOUTH MIAMI BOULEVARD, DURHAM, NC 27703	9195988454		
NC	VALUEBIZ	11435 GRANITE STREET, #C, CHARLOTTE, NC 28273	7045221968		
NC Count	18				
ND	Christianson	2828 13TH AVENUE SOUTH			
ND	Hannahers	3803 Main Avenue			
ND	Norby's	11 South Fourth Street			
ND	SOUTHWEST BUS MACH #5067	564 23RD AVENUE EAST, DICKINSON, ND 586017100	7012253213		
ND	Business Essentials	205 E Main Ave, West Fargo, ND 58078	701-282-6570		
ND	Woodmansee Office Supply	114 North 4th, Bismarck ND 58501	701-223-9595		
ND Count	6				
NE	ALL MAKES OFFICE INTERIORS	2558 FARNAM STREET, OMAHA, NE 68131	402.341.2413		
NE	AOI	8801 S 137TH CIRCLE, OMAHA, NE 68138	402.896.5520		
NE	ENCOMPAS	707 SOUTH 15TH STREET, OMAHA, NE 68102	402.991.7471		
NE	OFFICE INTERIORS AND DESIGN	121 CHERRY HILL BLVD, LINCOLN, NE 68510	402.484.7500		
NE	SHEPPARDS BUSINESS INTERIORS	725 S 72ND STREET, OMAHA, NE 68114	402.393.8888		
NE	EAKES	617 W 3RD STREET, GRAND ISLAND, NE 68801	308.382.8026		
NE Count	6				
NH	OFFICE RESOURCES, INC	1000 ELM STREET, MANCHESTER, NH 03101			
NH	RED THREAD	650 ELM STREET, #103, MANCHESTER, NH 031011160			
NH Count	2				
NJ	A Pomerantz & Company	1123 South Broad St St 1260 Phila Pa 19109	215-408-2175		
NJ	AFFORDABLE OFFICE FURNITURE	2375 Route 70 West Cherry Hill NJ 08002	856-488-2100		
NJ	Allied Equipment Co Inc	9E Princess Road Lawrenceville NJ 08648	609-512-7236		
NJ	Allstate Office Interiors	3836 Quakerbridge Rd St 110 Hamilton NJ 08619	732-438-1244		
NJ	ARBEE	1531 S.WASHINGTON AVE PISCATAWAY, NJ 08854			
NJ	ARENSON	90 WOODBRIDGE CTR DRIVE #169 WOODBRIDGE, NJ 07095	732-283-9395		
NJ	BAYSHORE OFFICE INTERIORS	871 HOLMDEL ROAD HOLMDEL NJ 07731	732-332-9021		
NJ	Bella Office Furniture	1047 N Broad St Woodbury NJ 08096	856-845-2234		
NJ	BFI	10 LANDDEX CTR WEST PARSIPPANY NJ 07054	973-795-6402		
NJ	BUSINESS ENVIRONMENTS	7 ENTIN ROAD PARSIPPANY, NJ 07054	973-335-7725		
NJ	CFI	1154 RT 22 MOUNTAINSIDE, NJ 07092	908-664-3301		
NJ	Corporate Interiors	223 Lisa Drive New Castle De 19720	302-356-1010		
NJ	County Business Systems	1574 Reed Rd Pennington NJ 08534	609-935-0180		
NJ	DS&D	291 EVANS WAY SOMERVILLE NJ 08876	908-252-6057		
NJ	GA Bianco & Sons	186 Timberlane Rd Clarkshoro NJ 08020	800-931-0027		
NJ	Impact Office Products	23 B Roland Ave Mount Laurel NJ 08054	609-518-9880		
NJ	Inovative Commerical Interiors	806 Silvia St West Trenton NJ 25313	609-538-8800		
NJ	JC OFFICE CONSULTANTS	1661 US HWY 22 BOUND BROOK NJ 08850	732-667-5151		

NJ	JOHNSON BUSINESS PRODUCTS & INTERIORS					
	MACO			301 GREENWOOD AVE MIDLAND PARK NJ 07432	201-422-6600	SGERSZBERG@JOHNSON-USA.COM
	NICKERSON NJ INC			1000 KENNEDY BLVD UNION CITY, NJ 07087	201-888-0050	REISSMANRICKY@GMAIL.COM
	Office Furniture Systems			92 W FRONT ST KEYPORT NJ 07735	732-721-0094	SKELLER@NICKERSONNJ.COM
	Source One Furniture			5 Gaskill Ave Trenton NJ 08610	609-581-4990	larryofs@yahoo.com
	STAPLES			100 Springdale Rd Cherry Hill NJ 08003	609-744-8889	jesse@sourceonefurniture.com
	Staples Business Interiors			45 CEDAR LANE ENGLEWOOD, NJ 07632		SEAN.MCCABE@STAPLES.COM
	Tri Furniture Design			100 Springbrooke Blvd Aston Pa 19014		Scott.Schantz@Staples.com
	WB Mason			575 Rt 70 2nd Floor Brick NJ 08723	610-245-2538	Mordechi Marc Ort
	WB Mason			350 Commerce Drive Egg Harbor Township NJ 08234	732-364-7439	nick.faragasso@wbmason.com
	WB MASON			151 Heller Place Bellmawr NJ 08031	888-926-2766	bryon.leopold@wbmason.com
	WB MASON			535 SECAUCUS ROAD, SECAUCUS NJ 07094	508-4361613	STEFANIE.LEONARD@WBMASSON.COM
	WB MASON			21 COMMERCE DRIVE GRANBURY NJ 08512	888-926-2766	CRISTINA.HALL@WBMASSON.COM
	Workspace Interiors by Office Depot			3001 Frost Rd Bristol Pa 19007	484-459-0037	Sharon.Roache@workspaceinteriorsod.com
	WS Goff Company Inc			5104 Oakwood Blvd Mays Landing NJ 08330	609-625-5600	barrygoft@wsgoff.com
NJ	CMF Business Supplies			3622 Kennedy Road, South Plainfield NJ 07080	908-753-0800	Robert.Torregrossa
	Lee Distributors			519 State Route 515, Vernon NJ 07462	973-764-9191	Jim Lancelotti
	Linnett & Co. Inc.			885 County Route 33, Freehold NJ 07728	732-462-1800	Gary Linnett
	Cantonsupply			1653 State Route 27, Edison NJ 08817	732-985-8484	Tony Cantalupo
	Focus Interior Products			47 Russo Place, Berkeley Heights, NJ 07922	908-751-1800	Peter Markham
	NJ Office Furniture Depot			957 Route 33 west, Monroe NJ 08831	732-641-2791	Michael Cohn
	Interior Motives Inc			445 Highway 202 S, Flemington NJ 08822	908-806-4461	Evelyn Shallo
	Jlorle's Office Supply			439 South Main Street, Phillipsburg, NJ 08865	908-454-3433	Donna Schaar
NM	Contract Associates			800 20th Street NW, Albuquerque NM 87104	505-881-8070	
	MIDWAY OFFICE SUPPLY #4005			5900 MIDWAY PARK NE, ALBUQUERQUE, NM 87109	50534953414	
	SPARKS OFFICE SUPPLY, INC			301 NORTH CANAL, CARLSBAD, NM 88220	5058853146	
	Parkers Workplace Solutions			Farmington NM	505-325-8852	Preston Smith
	Becks Total Office			Albuquerque, NM	505-883-6471	Sarah Washburn
NM	Workspace, LTD			1645 D Street, Sparks NV 89431	775-626-2212	Steve Purcell
	FUSCH COMMERCIAL INTERIORS			6415 SOUTH TENAYA WAY, #145, LAS VEGAS, NV 89113		
	HENRIKSEN BUTLER NEVADA			241 WEST CHARLESTON, #103, LAS VEGAS, NV 89102		
	OFFICE PLUS			3220 EAST CHARLESTON BLVD, LAS VEGAS, NV 89104		
	RENO BUSINESS INTERIORS, INC			427 RIDGE STREET, #D, RENO, NV 89501		
NV	Evensonbest LLC			641 6th Avenue, 6th Floor, New York NY 10011	212/549-8000	
	POD Group Enterprises			54 Sarah Drive, Farmingdale, NY 11735	631-560-2437	Sai Picano
	Waldners Business Environment			125 Route 110, Farmingdale NY 11735	631/844-9316	Miriam Castillo
	Accent Commercial Furniture			3 Interstate Avenue, Albany NY 12205	518-482-4000	Jeff Sanders
	AGA AI FRIEDMAN & COMPANY			44 WEST 18TH STREET, NEW YORK, NY 10011	2122439000	
	AGA ART GROUP AMERICA (CORP)			44 WEST 18TH STREET, NEW YORK, NY 10011	2122439000	
	AGA HYATT'S GRAPHIC SUPPLY CO			910 MAIN STREET, BUFFALO, NY 14202	7168848900	
	GAYLORD BROS, INC-DIV OF DEMCO			PO BOX 4901, SYRACUSE, NY 132214901	3154575070	
	MERKEL-DONOHUE, INC			106 DESPATCH DRIVE, #2, EAST ROCHESTER, NY 14445	5853257696	
	MILLINGTON LOCKWOOD, INC			3901 GENESEE STREET, #800, BUFFALO, NY 142251310	7166335600	
	ONE WAY FURNITURE, INC			535 BROADHOLLOW ROAD, #A-7, MELVILLE, NY 11747	6316154397	
	SECRET PRICES			2B SHORE PARK ROAD, GREAT NECK, NY 11023	5165106252	
	TALAS #5079			20 WEST 20TH STREET, 5TH FLOOR, NEW YORK CITY, NY 10011	2122190770	
	Lee Distributors			519 State Route 515, Vernon NJ 07462	973-764-91-91	Jim Lancelotti
	Focus Interior Products			47 Russo Place, Berkeley Heights, NJ 07922	908-751-1800	Peter Markham
OH	AGA WILSON ART STORES, INC.			11367 WILLIAMSON RD., CINCINNATI, OH 45241	5134692345	
	American Interiors			302 South Byrne Rd. Bldg. 100, Toledo, OH 43615	419-535-1808	Steve Essig
	American Interiors			1001 Lakeside Ave. E., Suite 150, Cleveland, OH 44114	216.912.1200	Steve Essig
	APG			310 Culvert Street #400, Cincinnati, OH 45202	513.621.9111	Jeff Schultz
	ATLAS BLUEPRINT & SUPPLY			374 WEST SPRING STREET, COLUMBUS, OH 43216	6142245149	
OH	STEVE GERSZBERG					
	RICHARD REISSMAN					
	STEPHANIE KELLER					
	Larry Mosovich					
	Jesse Domeracki					
	SEAN MC CABE					
	Scott Schantz					
	Mordechi Marc Ort					
	Nick Faragasso					
	Bryon Leopold					
	STEFANIE LEONARD					
	CRISTINA HALL					
	Sharon Roach					
	Barry Goff					
	Robert Torregrossa					
OH	Jim Lancelotti					
	Gary Linnett					
	Tony Cantalupo					
	Peter Markham					
	Michael Cohn					
	Evelyn Shallo					
	Donna Schaar					
	leejis@warwick.net					
	nick.faragasso@wbmason.com					
	bryon.leopold@wbmason.com					
	STEFANIE.LEONARD@WBMASSON.COM					
	CRISTINA.HALL@WBMASSON.COM					
	Sharon.Roache@workspaceinteriorsod.com					
	barrygoft@wsgoff.com					
	robertt@cmtf.net					
OH	alcanatalupo@canttonoffice.com					
	peter.markham@focusllc.net					
	sales@njofficefurnituredepot.com					
	evelyn@interiomotives.net					
	dschaar@jlorles.com					
	www.workspaceltd.com					
	preston.smith@parkersws.com					
	swashburn@becktoi.com					
	www.procureONdemand.com					
	www.accentny.com					
	Steve@aminteriors.com					
	Steve@aminteriors.com					
	jschultz@apgof.com					
	leejis@warwick.net					
	peter.markham@focusllc.net					

OH	Commercial Works, Columbus	1299 Bolton Field St., Columbus, OH 43228	614.851.4223	Todd Hartman	Thartman@commercial-works.com
OH	Continental Office	2601 Silver Dr., Columbus, OH 43211	614.262.5010	Lisa Welch	lwelch@continentaloffice.com
OH	Dupler Office	330 W. Spring St., Ste. 150, Columbus, OH 43215	614.227.5640	Brandon Dupler	DuplerB@dupleroffice.com
OH	FAT CATALOG COMM FURN & EQUIP	3736 REGENT AVENUE, CINCINNATI, OH 45212	8667028473		
OH	Friends Office Source	2300 Bright Rd., Findlay, OH 45840	800.427.1704	Sue Sexton	sue@friendsoffice.com
OH	FURNITURE WHOLESALERS, LLC	8870 DARROW ROAD, #F106, TWINSBURG, OH 44087	8777099700		
OH	GWS FF&E LLC	9823 CINCINNATI DAYTON ROAD, WEST CHESTER, OH 45069	8004390734		
OH	KIKS OFC PARTNERS #1079	13676 YORK ROAD - UNIT 1, NORTH ROYALTON, OH 44133	4408484800	Angie Clayton	Ac Clayton@iothinc.com
OH	Loth, Inc.	3574 East Kemper Road, Cincinnati, OH 45241	513.554.4900	Angie Clayton	Ac Clayton@iothinc.com
OH	Loth, Inc.	855 Grandview Avenue, Columbus, OH 43215	614.487.4000	Jim Mullane	JMullane@ohiodesk.com
OH	Ohio Desk	1122 Prospect Avenue, Cleveland, OH 44115	216.623.0600	Jill Phillips	Jill@rsfi.com
OH	RSFI	401 E. Wilson Bridge Rd., Worthington, OH 43085	614.880.9111		
OH	SCHOOL OUTFITTERS	3736 REGENT AVENUE, CINCINNATI, OH 45212	5133866541		
OH	SHIPLEYS OFC SPLY #4009	10 NORTH FOSTER STREET, NORWALK, OH 448570030	4196609872		
OH	THE BRADLEY COMPANY	5164 SINCLAIR RD, COLUMBUS, OH 43229	6148476020	John Quinones	John.Quinones@wbmason.com
OH	WB Mason	12985 Snow Road, Cleveland, OH 44130	888-WB-MASON	Kathie Funk	klfunk@aminteriors.com
OH	American Interiors	302 S. Byrne Road, Toledo OH	419-481-9273	Dave Szomoru	dszomoru@contractsource.com
OH	Contract Source Grp	2 Corporation Center, Broadview Hts. OH	216-351-7575	Darla King	darlaking@kblinc
OH	King Business Int	6155-D Huntley Rd., Columbus OH	614-430-0020	Kevin McKierman	kmckierman@jcedncy.com
OH	RIE-Cincinnati	623 Broadway, Cincinnati, OH	513-641-3700	Jackie Freshour	JFreshour@yourrbs.com
OH	NBS-NAVIGATING BUSINESS SPACE	4 North St. Clair Street, Toledo, OH	419-662-2040	Karen Slawinski	kslawnski@seagatcoop.com
OH	Seagate Office Products	1044 Hamilton Dr., Holland OH	419-861-6161	Brandon Dupler	DuplerB@dupleroffice.com
OH	Dupler Office	330 West Spring Street #150	614-227-5640	Frank Turco	frank.turco@indoff.com
OH	Indoff	640 Lloyd St., #5, Hubbard, OH	330-534-2310	Carolyn Beyersdorf	cbeveysr@gmail.com
OH	Decoration Den Interiors	6910 Airport Highway, Suite 5, Holland OH	419-345-7069	April GuhrIDGE	APRIL.G@TOMSEXTONMSOCIATES.COM
OH	Tom Sexton & Associates	2455 Highland Road, Columbus OH	740-319-8890	Linda Fry	linda@furnituresolutionsfw.com
OH	Furniture Solutions	1329 East Kempler Road, Suite 4104A, Cincinnati OH	513-839-6008	Cindy Banyas	E.CBanyas@Aminteriors.com
OH	American Interiors	302 S Byrne Rd, Toledo OH 43615	419-481-9262	Jeff Brock	jbrock@iothinc.com
OH	Loth, Inc.	3574 East Kempler Rd., Cincinnati OH	513-554-4900		
OH Count	34				
OK	ADMIRAL EXPRESS #P018	4020 WILL ROGERS PARKWAY, #800, OKLAHOMA CITY, OK 73108	4059426060		
OK	ADMIRAL EXPRESS, INC #P018	1823 NORTH YELLOWOOD, BROKEN ARROW, OK 74012	9182494000		
OK	BILL WARREN OFF PROD #223	1233 SOVEREIGN ROW, OKLAHOMA CITY, OK 73108	4059475676		
OK	FENTON OFFICE MART #5051	PO BOX 2257, STILLWATER, OK 74076	4053725555		
OK	INTEC STONE COMPUTER & COPIER	6209 SOUTH 107TH EAST AVENUE, TULSA, OK 741331613	9182548055		
OK Count	5				
OR	OFFICE EXCHANGE	630 GARFIELD, EUGENE, OR 97402		Steve Weber	www.nwofficeinteriors.com
OR	ONW, INC	4342 NE FAILING STREET, PORTLAND, OR 97213		Jeff Iwasaki	www.smithcfi.com
OR	TOTAL OFFICE INTERIORS, INC	1210 13TH STREET SE, SALEM, OR 97308	(503) 785-1515		
OR	Northwest Office Interiors	12400 SE Freeman Way Suite 105 Milwaukie, OR 97222	(503) 226-4151		
OR	SmithCFI	620 NE 19th Ave. Suite 225 Portland, OR 97232			
OR Count	5				
PA	A Pomerantz & Company	123 South Broad St St 1260 Phila Pa 19109	215-408-2112	Holly Gack	gack@pomerantz.com
PA	AAA Business Solutions	500 Glass Rd, Pittsburgh Pa 15205	412-489-1360	Gary Shoemaker	gshoemaker@AdvancedOfficeEnv.com
PA	Advanced Office Environments	160 Quaker Lane Malvern Pa 19355	610-993-3450	Jack Israel	AOFurn@aol.com
PA	AFFORDABLE OFFICE FURNITURE	2375 Route 70 West Cherry Hill NJ 08002	856-488-2100	Carmine Soto	carmine.soto@alphaos.com
PA	Alpha Office Supply	4950 Parkside Ave #500 Philadelphia Pa 19131	215-226-2690	Bill McDonough	wmcDonough@atd.com
PA	ATD Capitol	93 Old York Rd Suite 310	888-283-2378	Maury Millison	mmillison@AutomationAldInc.com
PA	Automation Aids Inc	420 Babylon Rd Suite B Horsham Pa 19044	800-234-2790	Anthony Bellia Jr	akbellia@bellia.net
PA	Bella Office Furniture	1047 N Broad St Woodbury NJ 08096	856-845-2234	Rob Bomberger	rob@benjaminrobertsfd.com
PA	Benjamin Robert's LTD	240 North Prince St Lancaster Pa 17603	717-291-1001	Michael McHale	michael@bmcofficefurniture.com
PA	BMC Office Furniture	320 E Gibson St Scranton Pa 18509	570-444-1295	Mark Brennan	Mbrennan@BrennanSOI.com
PA	Brennan's Office Interiors	1045 Andrew Drive Ste 2 West Chester Pa 19380	610-251-2331	Scott Schantz	Scott.Schantz@Staples.com
PA	Business Interiors by Staples	100 Springbrook Blvd Aston Pa 19014	215-245-2429	Mike Yekenchik	myekenchik@cfi-knoll.com
PA	CFI	2129 Chestnut St Phila, PA 19103	215-279-1420	Beverley Kahler	beverley@cfliiv-knoll.com
PA	CFI Leggh Valley	1042 Hamilton St Allentown, Pa 18101	610-434-7236		

PA	COFCO	2200 North American Street, Phila Pa 19133	856-380-3218	Charlie Embler	cembler@cofcogroup.com
PA	Commonwealth Business Interiors	3447 Derry St Harrisburg Pa 17111	717-648-3061	Elanie Smedly	elbinc@comcast.net
PA	Continental Office	322 North Shore Drive, 3rd Floor, Pittsburgh, PA 15212	412.464.2500	Michael Sharp	msharp@continentaloffice.com
PA	Corporate Environments Group	605 E Broad St Bethlehem Pa 19014	610974-7990	Justin Smith	jsmith@c-eg-pa.com
PA	Corporate Interiors	223 Lisa Drive New Castle De 19720	610-994-1302	Neil Marshall	Nmarshall@corporate-interiors.com
PA	County Business Systems	1574 Reed Rd Pennington NJ 08534	609-935-0177	Joe Lennon Jr	jiennonj@cbs-nj.co m
PA	Creative Business Interiors	210 Division St Kingston Pa 18704	570-288-7211	David Davis	ddavis@epix.net
PA	Cubicle By Design	4030 Skyron Dr Unit C Doylestown Pa 18902	866-417-2823	Lewis Pestrak	lewis@cubiclebydesign.com
PA	Easley & Rivers	207 Townsend Dr., Monroeville, PA 15146	412.795.4482	Jim Amorose	jima@easleyandrivers.com
PA	Educational Furniture Solutions	563 N Tropper Rd Norristown Pa 19136	610-630-3995	Kevin Christman	kevin@efs-llc.com
PA	Egronlund Inc	1604 Liberty Ct North Wales Pa 19454	215-361-9076	Ethel Gronlund	ethel@eg-office.com
PA	Etcholtz Company	PO Box 69 New Oxford Pa 17350	717-624-4891	Alan Stock	astock@etcholtzcompany.com
PA	Emerald Business Supply	4807 Ashburner St Philadelphia Pa 19136	215-333-1900	Joe O'Connell	joecoc@bcsupplies.com
PA	Environmental Interiors	5010 Lingestown Rd Harrisburg Ppa 17112	717-652-6060	Kathleen Schean	kscwhan@ei-ofusa.com
PA	Ethosource Office Furniture	180 Grace Blvd Morgantown PA 19543	610-286-1766	Byron Kauffman	byron@ethosource.com
PA	Formcraft Interiors	712 henderson Blvd Folcroft Pa 19302	610-532-4600	Bryce Ewing	bruce.ewing@formcraft.net
PA	Franklin Interiors	2740 Smallman St., Ste. 600, Pittsburgh, PA 15222-4720	412.261.2525	Todd Irwin	twirwin@franklininteriors.com
PA	Herre Consulting LLC	PO Box 62263 Harrisburg Pa 17106	717-943-7034	Andy Herre	andyh1427@comcast.net
PA	Indoff Capital Region	6340 Derry St Harrisburg Pa 17111	717-558-9485	George Roksandic	george.roksandic@indoff.com
PA	Indoff Central Pa	PO Box 17 Mount Joy Pa 17552	717-648-5779	Linda Till	linda.till@indoff.com
PA	Interior Furniture Resources	7035 Johnstown Rd Harrisburg Pa 17112-2617	717-657-3000	Jared Fleegal	jfleegal@ifr-furniture.com
PA	Interior Workplace Solutions	6765 Ambassador Drive Allentown Pa 18106	610-361-0733	David Torrence	Dtorrence@interiorworkplace.com
PA	ISG	700 Enterprise Rd Horsham Pa 19044	215-699-1700	Joe DeFusco	J.defusco@isgoff.com
PA	JP Jay Associates	1313 Roth Ave Allentown Pa 18102	610-435-9666	Jay Malis	jpm@jplay.com
PA	Kershner Office Furniture	600 Clark Ave King of Prussia Pa 19406	610-768-0200	Mitchell Bernan	mitche@kershnersoffice.com
PA	Lizell	308 &463 Montgomerystville Pa 19446	215-855-1725	Mike Walsh	mikewalsh@lizell.com
PA	Mt. Lebanon Office Equipment	1817 Banksville Rd, Pittsburgh, PA 15216	412.344.4300	Rosemary Dronoy	rdronoy@mtleboffice.com
PA	Newtown Office Supply	31 Friends Lane Newtown Pa 18940	215-860-1171	Jim Caracci	jcaracci@newtownofficeupply.com
PA	Nittany Office Equipment	1207 Atherton St State College Pa 16801	814-238-0568	Paul Kerr	paul@nittanyoffice.com
PA	O'Brien Business Systems	739 E Elm St Conshohocken Pa 19428	800-825-3405	Lorraine Reed	lorrainer@obriensys.com
PA	Office Basics	22 Creek Circle Boothwyn Pa 19061	800-541-5855	Steve Johnson	sjohnson@officebasics.com
PA	OFFICE CHAIRS UNLIMITED	133 POST OAK DRIVE, BEAVER FALLS, PA 15010	8004107494	Christine Repa	crepa@oeonline.com
PA	OFFICE Environments Inc	1500 Grundy Lane Bristol Pa 19007	267-553-1000		
PA	OFFICE FURNITURE CONCEPTS, INC	104 BRIAN WAY, PHOENIXVILLE, PA 19460	6109333036		
PA	Office Furniture Plus	500 Pine St Holmes Pa 19043	610-497-19043	Frank Farmer Jr	frank@officefurnitureplus.com
PA	Office Furniture Specialties Inc	8220 State Route 405 Milton Pa 17847	570-742-8210	Jack Knelly	jknelly@verizon.net
PA	Office Service Company	1009 Tuckerton Court Reading Pa 19605	610-926-9851	Tiffany Boltz	tboltz@officeservicecompany.com
PA	Offix Systems	924 Marcon Blvd Suite 102 Allentown, Pa 18109	610-231-2000	Ed Schuler	edschuler@offixsystems.com
PA	One Point	101 Poplar St Scranton Pa 18509	570-207-55101	Bill McDonald	bmcdonald@opoffice.com
PA	Pemco	5335 Progress Blvd., Bethel Park, PA 15102	412-837-7601	Michelle Silvestre	
PA	PHILLIPS OFFICE SOLUTIONS	501 FULLING MILL ROAD, MIDDLETON, PA 17057	7179485828		
PA	PHILLIPS SUPPLY COMPANY	BEADE STREET, PO BOX 30, PLYMOUTH, PA 18651	570779575	Paul Barr	pbarr@premierofficesolutions.com
PA	Premier Office Solutions	601 Davisville Road Willow Grove Pa 19090	215-734-2300	John Horn	jhorn@prntstatat.com
PA	Print O Stat Inc	1011 West Market St York Pa 17404	717-854-7821	Justin Pullman	justin@pulaninteriors.com
PA	Pulman Interiors	1143 Capouse Ave Scranton Pa 18509	570-341-5600	Megan Cozze	mcozze@pullydot.com
PA	Quality Office Furnishings	2669 South Queen St York Pa 17402	717-741-4894	Al Richter	sales@richteronline.com
PA	Richter Office	757 Route 113 Souderston Pa 18964	215-723-3900	Jesse Domeracki	jesse@sourceonfurniture.com
PA	Source One Furniture	100 Springdale Rd Cherry Hill NJ 08003	856-428-6902	Mark Gross	Mgross@spectrumsworkplace.com
PA	Spectrum	1003 West 9th Ave King of Prussia Pa 19406	610-233-4685	TJ Stone	tstone@stoneofficeinc.com
PA	Stone Office Inc	321-327 Pear St Scranton Pa 18505	610-515-0103	Nancy Regan	nregan@stotzfatzinger.com
PA	Stotz & Fatzinger	PO Box 549 Easton Pa 18042	5703271500		
PA	SUPPLY SOURCE, INC	415 WEST THIRD STREET, WILLAMSPORT, PA 17701	717-938-5200	Lynlee Sheeler	lscheeler@systemsplusoffice.com
PA	Systems Plus Office Service	102 W. Franklin St Steelton Pa 17113	610-664-7990	Jan Ellis	jane@todayssystems.com
PA	Today's Systems	142 Montgomery Ave Bala Cynwyd Pa 19004	814-942-3250	Lori Rainey	
PA	Top to Bottom Interiors	5500 6th Street, Altoona, PA 16602	412.771.0760	Damon Cardamone	damon@tri-stateoffice.com
PA	Tri State Office Furniture	1 Sexton Road, Pittsburgh, PA 15136			

PA Count	PA	Versie Total Office Solutions	4950 Parkside Ave #500 Philadelphia Pa 19131 Suite 502	215-849-3215	Dorothy Alexander	Dalexander@vtosi.com
	PA	WB Mason	1751 Lincoln Hwy, North Versailles, PA 15132	888-926-2766	Kate Herrera	kate.herrera@wbmason.com
	PA	WB Mason	1819 JFK Blvd Philadelphia Pa 19103	888-926-2766	Kim Kearney	kim.kearney@wbmason.com
	PA	WB Mason	113 Interchange Blvd Newark De 19711	888-926-2766	Sara Jester	sara.jester@wbmason.com
	PA	WB Mason	754 Roble Rd Suite 180 Allentown, Pa 18109	888-926-2766	Ben Yoder	ben.yoder@wbmason.com
	PA	WB Mason	3215 Espresso Way York Pa 17406	888-926-2766	Kyle Guyre	kyle.guyre@wbmason.com
	PA	Workpace Environments	151 Heller Place Belmawr NJ 08031	888-926-2766	Bryon Leopold	bryon.leopold@wbmason.com
	PA	Workspace	37 East Germantown Pike Suite 103 Plymouth Meeting Pa 19462	610-834-9877	Jessica Furman	Jfurman@WorkpaceEnvironments.com
	PA	Workspace Interiors by Office Depot	261 North Third St Phila Pa 19106	215-733-9770	Jim Blessing	jimb@workspacecell.com
	PA	Wrigley's Business Products	3001 Frost Rd Bristol Pa 19007	484-459-0037	Sharon Roach	Sharon.Roach@workspaceinteriorsod.com
RI Count	RI	OFFICEFURNITUREZONE.COM	10908 N. Reading Ave Boyertown Pa 19512	610-367-0421	Bret Wrigley	bwrigley@wrigleysos.com
	RI	SEATINGZONE.COM	12 Veterans Square Ste 3 Media Pa 19063	484-444-2409	Tara Diemno	facilitiesolutions@xotive.com
	RI	SITCORRECT.COM	124 East Broad St, Tamaqua PA 18252	570-668-1540	Mark Semasek	
	PA	Transamerican Office Furniture	1800 North 12th St, Reading PA 19604	610-939-1201		
	PA	Interior Motives Inc	445 Highway 202 S, Flemington NJ 08822	908-806-4461	Evelyn Shallo	evelyn@interiomotives.net
	PA	Jlorie's Office Supply	439 South Main Street, Phillipsburg, NJ 08865	908-454-3433	Donna Schaae	dtschaae@jlories.com
	86					
	RI	CAPITOL STATIONERY #1068	1286 CRANSTON STREET, CRANSTON, RI 02920	4019435333		
	RI	OFFICEFURNITUREZONE.COM	36 BRANCH AVENUE, PROVIDENCE, RI 02904	4012760000		
	RI	SEATINGZONE.COM	36 BRANCH AVENUE, PROVIDENCE, RI 02904	4012760000		
SC Count	SC	AMERICAN PEN & PANEL	36 BRANCH AVENUE, PROVIDENCE, RI 02904	4012760000		
	SC	CORPORATE CONCEPTS, INC	36 BRANCH AVENUE, PROVIDENCE, RI 02904	4012760000		
	SC	DUNCAN PARNELL	36 BRANCH AVENUE, PROVIDENCE, RI 02904	4012760000		
	SC	HERALD OFFICE SUPPLY, INC	36 BRANCH AVENUE, PROVIDENCE, RI 02904	4012760130		
	SC	LORICK OFFICE PRODUCTS CO, INC	PO BOX 36276, ROCK HILL, SC 29732	8033240544		
	SC	MCBRIDE OFFICE SUPP #3039	2412 MAIN STREET, COLUMBIA, SC 29201	8037582900		
	SC	MCWATERS, INC	3150 WEST MONTAGUE, NO. CHARLESTON, SC 29419	8437476033		
	SC	MILLERS OF COLUMBIA, INC	106 EAST ROOSEVELT STREET, DILLOM, SC 29536	8437745155		
	SC	PALMETTO OFFICE SUPPLY	910 WASHINGTON STREET, COLUMBIA, SC 29201	8032525380		
	SC	JM Grace	832 WADE HAMPTON BOULEVARD, GREENVILLE, SC 29609	8032711720		
SD Count	SD	BROWN & SAENGER	1104 SHOP ROAD, COLUMBIA, SC 292022306	8032568303		
	SD	Canfields	2905 TWO NOTCH ROAD, COLUMBIA, SC 292404690	8032541656		
	SD	CENTRAL BUSINESS SUPPLY	1380 RUSSELL, S.E., ORANGEBURG, SC 291160678	8035342331		
	SD	Evergreen Office Products	1325 St Andrews Rd, Columbia SC 29210	803-798-7777	Albert Etcheberger	
	SD	Interstate	711 WEST RUSSELL STREET, SIOUX FALLS, SD 57118	6053361960		
	SD	Peeps	402 West 9th Street	(605) 274-8106	Mike Grove	mike.grove@canfieldco.com
	SD	Western Stationers	416 3RD STREET, BROOKINGS, SD 57006	6056926363		
	SD	Brown & Saenger	811 St. Joseph Street	(605) 343-8265	Bill Newhouse	
	SD	Central Business	220 South Main Ave.	(800) 888-2173	Joel Vockrodt	gary.gaspar@t-o-p.com
	SD		807 S Broadway	(605) 886-6488	Joel Vockrodt	joel.vockrodt@officepeeps.com
TN Count	TN	A-Z OFFICE RESOURCE	714 Saint Joseph Street	(605) 342-3310	Bob Letner	
	TN	METRO OFFICE PROD #1032	711 West Russell St, Sioux Falls SD 57118	605-336-1960	Melissa	
	TN	OFFICE MART	416 3rd St, Brookings SD 57006	605-692-6363	Kent Liebel	
	TN	PLAZA ART - NASHVILLE	9 BUSINESS WAY, GRAY, TN 37615	4232620308		
	TN	Once CBI LLC/DBA CBI	111 WESTWOOD PLACE, #200, BRENTWOOD, TN 37027	7705148811		
	5		215 SOUTH JEFFERSON AVENUE, COOKEVILLE, TN 38501	9315281369		
	TX	Charter Furniture (OFUSA)	633 MIDDLETON STREET, NASHVILLE, TN 37203	6152543368	Dean Vance	dean.vance@cbi-in.com
	TX	Cornerstone Interiors Inc.	701 Cherry Street, Chattanooga TN 37402	865-321-4900		
	TX	Corporate Interiors	15101 Midway Rd, Addison, TX 75001	972-385-1911	Rob Gannon	Rgannon@furniturebycharter.com
	TX	Corporate Source, Ltd.	PO Box 2107 Frisco, Texas 75034	469-384-9700	Bobby Reese	info@cornerstone-interiors.com
TX Count	TX	Greenwood Office Outfitters	3491 Hickory Grove Ln, Frisco, TX 75033	214-705-7879	Mark Williamson	mark@corporate-interiors.net
	TX	JKC Designs, Inc.	1505 Oak Lawn Ave. Ste. #100, Dallas, TX 75207	214-468-0468	Kimberly Tourangeau	Ktourangeau@tospartners.com
	TX	Office Interiors Group	2951 Suffolk Drive, Suite 640, 76133-1156	877-884-9104	Kathy Roff	kroff@greenwoodoffice.com
			202 W. Louisiana Street Suite 101, McKinney, Texas 75069	972-542-7225	Jan Christensen	jan@jkcdesigns.com
			2025A Midway Road, Carrollton, TX 75006	972-388-7848	Gary Pearson	

TX	Office Resource Group	1735 W Crosby Rd, Carrollton, TX 75006	(214) 823-3375	Ross Lowe	ross@orgdesk.com
TX	Preferred Office Products	1701 W. Walnut Hill Lane, Irving, TX 75038	214.358.1200	Brad Davis	Bradd@popepress.com
TX	Rockford Business Interiors	211 East Riverchide Dr, Austin TX 78767	512-442-0703	Tammy Reed	
TX	Station Design	1725 E. Southlake Blvd, Suite 290, Southlake, TX 76092	(817) 424-1414	Jom Station	jom@stationdesigngroup.com
TX	180 Office Solutions	2011B Lamar, Round Rock, TX 78664	512-992-0392	Wyatt Russell	
TX	9 TO 5 OFFICE PRODUCT CENTER, INC.	13960 TRINITY BLVD,DALLAS, TX 75261	817-255-8610	JEFFREY L. COOK	JCOOK@SOSTEXAS.COM
TX	A & W OFFICE SUPPLY, INC.	222 South Staples,CORPUS CHRISTI, TX 78401	361-883-6784	WES WITTNER	WWITTNER@SBCGLOBAL.NET
TX	ABLES-LAND INC.	420 SOUTH FANNIN,TYLER, TX 75711	903-593-8407 x228	DONNA VESSELS	DONNA@ABLESLAND.COM
TX	ACE ENTERPRISES	11604 MURCHINSON STREET,MANOR, TX 78653	512-250-8173 x4	AMY ARNOLD	ALABIZNESS@AOL.COM
TX	ACP DIRECT	PO BOX 703168, DALLAS, TX 75370	9722484600		
TX	ARMSTRONG OFFICE CONCEPTS, LLC.	3205 DWYER LAKE FLOWER MOUND, TX 75022	972-355-6648	JULIE ARMSTRONG	juliea@armstrongofficeconcepts.com
TX	Austin Business Furniture	9300 United Drive, #3, Austin, TX 78758	512-833-6400	Jay Femal	
TX	BAKER OFFICE PRODUCTS, INC.	1301 13TH STREET,LUBBOCK, TX 794081920	806-763-2520	MARIANNE MOORE	MMOORE@BAKEROFFICEPRODUCTS.COM
TX	BARNHILL OFFICE	SYSTEMS & INTERIOR, ABILENE, TX 796041933	3256723982		
TX	BKM Total Office of TX	9755 Clifford Drive Suite 100	21490277200	Mike Paris	mparis@bkmtexas.com
TX	Broussard Group	3559 Belgium Lane, San Antonio, TX 78219	210-224-6220	Brett Broussard	
TX	BUFFALO BUSINESS PRODUCTS	1236 SOUTHRIDGE COURT,HURST, TX 76053	512-832-6400	JAY FEMAL	JFEMAL@ABFURN.COM
TX	BUILT FOR DREAMS	3416 JOLIET AVENUE,LUBBOCK, TX 79413	806-412-4800	JOSEY GUEVARA	JGUEVARA@BUILTFORDREAMS.COM
TX	BUSINESS ESSENTIALS#3049	PO BOX 37, GRAPEVINE, TX 76099	8173281617		
TX	Business Interiors	1111 Valley View Ln, Irving, TX 75061	(800) 568-9281		
TX	BUSINESS INTERIORS - ELPASO	28 CONCORD, #C,EL PASO, TX 79906	915-591-9393	CHRISTY LECUUGA	CHRISTY.LECUUGA@BUSINESSINTERIORS-EP.COM
TX	BUSINESS INTERIORS BY STAPLES - AUSTIN, STAP	6600 HOLLISTER,HOUSTON, TX 77040	713-934-6302	PAM OLIVER	PAM.OLIVER@STAPLES.COM
TX	BUSINESS INTERIORS BY STAPLES - CORPUS CHRIS	6400 HOLLISTER,HOUSTON, TX 77040	713-934-6302	PAM OLIVER	PAM.OLIVER@STAPLES.COM
TX	BUSINESS INTERIORS BY STAPLES - DALLAS	1111 VALLEY VIEW LN,DALLAS, TX 75391	817-858-3359	GABY HERNANDEZ	GHERNANDEZ@BUSINESSINTERIORS.COM
TX	BUSINESS INTERIORS BY STAPLES - HOUSTON, ST	6400 HOLLISTER,HOUSTON, TX 77040	713-934-6302	PAM OLIVER	PAM.OLIVER@STAPLES.COM
TX	BUSINESS INTERIORS BY STAPLES - SAN ANTONIO	6400 HOLLISTER,HOUSTON, TX 77040	713-934-6302	PAM OLIVER	PAM.OLIVER@STAPLES.COM
TX	Business Interiors of Texas	223 N. Chaparral, Corpus Christi, TX 78401	361-881-8801	Janet Maxwell	
TX	Carroll's Office Furniture	5615 S.Rice Ave, Houston, TX 77081	713-667-6668	Frank Carroll	frank@carrolls.com
TX	Cielo Office Products	1408 E. Jasmine Avenue, Suite A, McAllen, TX 78501	956-688-6001	David Barrera	
TX	COASTAL OFFICE PRODUCTS, INC.	1514 NORTH BEN JORDAN, #B,VICTORIA, TX 77901	361-578-5392	LINDA COOPER	LINDA@COASTALTX.COM
TX	CONTRACT RESOURCE GROUP	7108 OLD KATY ROAD, #150, HOUSTON, TX 77024	7138030100		
TX	CONTRACTA OFFICE FURNISHINGS	2777 STEMMONS FREEWAY, #199,DALLAS, TX 75207	214-631-1330 x115	RICHARD BERG	RICKB@CONTRACTA.COM
TX	CRG Office	7108 Old Katy Road, Suite 150	713-803-0100	Jamie Ward	jward@crgoffice.com
TX	CSI Enterprises	11103 San Pedro Avenue, Suite 212 San Antonio, TX 78216	210-288-5096	Ricardo Cardenas	
TX	DALLAS DESK, INC.	15207 MIDWAY RD.,ADDISON, TX 75001	972-788-1802	RUSS WALDROP	RUSSW@DALLASDESK.COM
TX	DC Interiors	6896A Alamo Down Parkway, San Antonio, TX 78238	210-521-9900	Darlene Casias	
TX	Dehner & Associates	8020 Katy Freeway, Houston, TX 77024	713-782-1300	Pam Teel	
TX	DESIGN ASSOCIATES INTERNATIONAL, INC.	11615 FOREST CENTRAL DRIVE, 101,DALLAS, TX 75243	214-720-6083	MIKE BARNES	MBARNES@DAIINC.COM
TX	DEWITT POTH & SON	102 WEST STREET, YOAKUM, TX 77995	3612933791		
TX	DICK OFFICE SUPPLY	PO BOX 2256,MCALLEN, TX 78502	972-619-7400	JEFF BLUE	JEFF@INTERIORRESOURCESDFW.COM
TX	EDUCATOR'S DEPOT, INC.	17424 W. GRAND PARKWAY SOUTH, #206,SUGAR LAND, TX 77479	866-736-2012	ALAN CLARKE	CUSTOMERSERVICE@EDDEPOTINC.COM
TX	EL PASO AUTOMATED OFFICE & INDUSTRIAL SVST	11045 ARGAL COURT,EL PASO, TX 79935	915-590-1992	DAVID VEGA	AUTOMATEDSVST@AOL.COM
TX	ENSEMBLE OFFICE ESSENTIALS LLC	1827 TROUP HWY,TYLER, TX 75701	903-268-5853	BRYAN LOVETT	BLOVETT@ENSEMBLEIJD.COM
TX	ERGONOMIC OFFICE FURNITURE SOLUTIONS	600 NORTH HIGHWAY 3,LEAGUE CITY, TX 77573	281-316-2288	JOHN JAMARIK	THEERGOMAN@AOL.COM
TX	Espacios	791 McPherson Road, Suite 106, Laredo, TX 78045	956-791-7183	Raul Salinas	
TX	FACILITIES CONNECTION	240 E. SUNSET DRIVE,EL PASO, TX 79922	915-834-7107	None	PHBRANCH@FACILITIESCONNECTION.COM
TX	FACILITY INTERIORS, INC. - PLANO	6200 TENNISON PARKWAY, #150,PLANO, TX 75024	713-585-7884	CHERYL STOWERS	CHERYL@FMGI.COM
TX	FIRMINI'S OFFICE CITY	2217 NORTH STATE LINE AVENUE,TEXARKANA, TX 75501	903-793-5596	CHUCK FIRMIN	CFIRMIN@FIRMINS.COM
TX	FMG	6100 West Plano Parkway Suite 1400, Plano, TX	214-556-4700		
TX	FMG	6801 Portwest, Houston, TX 77024	713-963-0678	Angela Pena	
TX	FURNITURE FOR BUSINESS	12012 TECHNOLOGY BLVD, #201,AUSTIN, TX 78727	512-833-9000 x306	MIDGE FLETCHER	MIDGE@FURNITUREFORBUSINESS.COM
TX	FURNITURE MARKETING GROUP, INC.	6200 TENNISON PARKWAY, #150,PLANO, TX 75024	713-585-7884	CHERYL STOWERS	CHERYL@FMGI.COM
TX	G L Seaman Co.	4201 International Pkwy, Carrollton, TX 75007	(214) 764-6400	Butch Shook	
TX	Gateway Printing & Office Supply	14803 Bulverde Road, San Antonio, TX 78247	210-650-3995	DEBBIE ADAMS	DADAMS@GENERAL-OFFICESUPPLY.COM
TX	GENERAL OFFICE SUPPLY INC.	1020 WEST 8TH,AMARILLO, TX 79101	806-373-2877		
TX	GLOBAL I.T. SOLUTIONS	3850 GLADERIDGE, STE A,HOUSTON, TX 77068	281-631-0763	ARTEKA JOHNSON	ARTEKA@SBCGLOBAL.NET

TX	GOMEZ FLOOR COVERING, INC.	3816 BINZ ENGLEMAN, #B-125, SAN ANTONIO, TX 78219	210-651-5002	STEVE WHITENER	SWHITENER@GOMEZFC.COM
TX	HBI OFFICE SOLUTIONS, INC.	308 HIGHWAY 75 NORTH, HUNTSVILLE, TX 77320	936-295-5708	LYNNE REVNOLDS	LYNNE@HBI-INC.CON
TX	INTELLIGENT INTERIORS, INC.	15401 ADDISON ROAD, ADDISON, TX 75001	972-716-9974	KRAIG WELLSHEAR	ICORDERS@INTELLIGENTINTERIORS.NET
TX	INTERIOR RESOURCES	1403 SLOCUM ST., DALLAS, TX 75207	956-533-2057	DALE WINTER	DBWMASTER@DELIGHT@OFUSARGV.COM
TX	J. TYLER SERVICES, INC.	5920 MILWEE, HOUSTON, TX 77092	713-468-2166	Jennifer	LONGBOTHAM@JTYLER.COM
TX	JIMENEZ CONTRACT SERVICES, LTD	1246 SILBER ROAD, HOUSTON, TX 77055	7136616407		
TX	MANNING'S SCHOOL SUPPLY	4144 DOWNEN RD., BEAUMONT, TX 77706	409-899-1122	CORINNE CREASON	CORINNEC@MANNINGSUPPLY.COM
TX	MARNOY INTERESTS, LTD. DBA OFFICE PAVILION	10030 BENT OAK DRIVE, HOUSTON, TX 77040	713-595-0543	MOLLIE ELLERKAMP	MOTALVARO@OPHOUSTON.COM
TX	MARTIN'S OFFICE SPly #1045	822 WEST PEARL STREET, GRANBURY, TX 76048	8175947374		
TX	McCoy	6869 Old Katy Road, Houston, TX 77024	713-862-4600		
TX	MCCOY ROCKFORD, INC.: dba ROCKFORD BUSINE	211 EAST RIVERSIDE DRIVE, AUSTIN, TX 78704	512-416-4317	JOHN RADEMACHER	JRADEMACHER@ROCKFORD-TEXAS.COM
TX	MCPC INC.	21555 DRAKE ROAD, STRONGSVILLE, OH 44149	440-268-4394	MATTHEW CURTIS	MATTHEW.CURTIS@MCPC.COM
TX	Nelson Interiors	1914 Grandstand Drive, San Antonio, TX 78238	210-684-2624	Emily Howard	
TX	NELSON INTERIORS, LLC	5417 BANDARRA RD, STE 601, SAN ANTONIO, TX 78238	210-684-2624	ROBBIE J. NELSON	ROBBIE@NELSONINTERIORS.COM
TX	NOLANS OFFICE PRODUCTS, INC.	16120 COLLEGE OAK, #105, SAN ANTONIO, TX 78249	210-653-7770	MARK A. NOLAN	MARK@NOLANSONLINE.COM
TX	Office Edge	2314 Rutland Drive, Suite 225, Austin, TX 78758	512-835-1891	Danny Lowe	
TX	OFFICE FURNITURE INNOVATIONS LLC	7026 OLD KATY ROAD, #264, HOUSTON, TX 77024	713-868-2634	MELINDA HAMMOND	JEDISON@OFILLC.COM
TX	OFFICE FURNITURE INTERIORS, INC.	1901 SHIPMAN DRIVE, SAN ANTONIO, TX 78219	210-444-1376	JEFF ZAGORIN	JZAGORIN@OFFICEFURNITUREINTERIORS.COM
TX	OFFICE FURNITURE THAT WORKS	2508 SPRINGHILL, GRAPEVINE, TX 76051	817-688-7403	RUSS WALDROP	RAWALDROP@HOTMAIL.COM
TX	OFFICE PRODUCTS WHSE #3014	135 SOUTH MAIN STREET, IRVING, TX 75060	9724381100		
TX	Office Resource Center	10751 Sentinel, San Antonio, TX 78217	210-650-5002	Craig Veltri	
TX	Office Source LTD	1133 Broadway, San Antonio, TX 78215	210-212-7742	Kay Harig	
TX	OFFICEWISE FURNITURE AND SUPPLY - AMARILLO	1200 S. TAYLOR, AMARILLO, TX 79101	806-766-8888	TOMMY SANSONM	TSANSONM@OFFICEWISECO.COM
TX	OFFICEWISE FURNITURE AND SUPPLY - LUBBOCK	1212 AVENUE J, LUBBOCK, TX 79401	806-766-8888	TOMMY SANSONM	TSANSONM@OFFICEWISECO.COM
TX	OM WORKSPACE AUSTIN	10801 N. MOPAC, BLDG 2, AUSTIN, TX 78759	512-349-0715	ROB BECKER	ROBBECKER@OMWORKSPACE.COM
TX	P & L OFFICE SUPPLY #3061	321 BUTTERNUT, ABILENE, TX 79602	3256736250		
TX	PDME, INC #3056	1120 TORO GRANDE BLVD, #2-208, CEDAR PARK, TX 78613	5123357173		
TX	Perry Office Plus	1401 N. 3rd, Temple, TX 76501	254-778-4755	TOM LOWE	POS@PLANDOFFICESUPPLY.COM
TX	PLANO OFFICE SUPPLY	705 AVENUE K, PLANO, TX 75074	972-424-8561	Heidi Busmail	donaslojmet16@outlook.com
TX	RHTX, LLC	4434 Centergate Street, San Antonio, TX 78217	210-308-5577	DAVE HORSLEY	DHORSLEY@RIOGRANDEBPSI.COM
TX	RIO GRANDE/BPSI	1616 BASSETT AVENUE, EL PASO, TX 79901	915-544-8710 x25		
TX	Royer & Schurts	200 Bailey Avenue, Ste 300 Fort Worth, Texas 76107	817-332-5424	ANTHONY ANZALDUA	AANZALDUA@SAFEGUARDUNIVERSAL.COM
TX	SAFEGUARD UNIVERSAL	2741 SWANTNER, CORPUS CHRISTI, TX 78404	361-884-8640	MARIE CARTER	MCARTER@SALIGHTHOUSE.ORG
TX	SAN ANTONIO LIGHTHOUSE FOR THE BLIND	2305 ROOSEVELT AVE., SAN ANTONIO, TX 78210	513-529-5898	Diana Keller	
TX	Shelton Keller	6301-9 E. Stassney Lane, #100, Austin, TX 78744	512-481-1500	LEROY JONES	LEROY@SMARKETINGTX.COM
TX	SMARKETING BUSINESS SYSTEM, INC.	2525 WEST BELLFORT, HOUSTON, TX 77054	9722501970		
TX	SOUTHWEST SOLUTIONS GROUP, INC	4335 EXCEL PARKWAY #300, ADDISON, TX 75001	281-254-2851	TAMMY DONNELLY	TDONNELLY@TAB.COM
TX	TAB PRODUCTS CO, LLC	100 CONGRESS, #2105, AUSTIN, TX 78701	512-407-8447	LORETTA GRAY	LORETTA@TECHCENTERDESIGN.COM
TX	TECHCENTER DESIGN, INC.	13110 HWY 290 WEST, #100, AUSTIN, TX 78709	972-490-0456	RON PARR	RPTXASFURNITURE@SBCGLOBAL.NET
TX	TEXAS FURNITURE SOURCE, INC.	14560 MIDWAY ROAD, FARMERS BRANCH, TX 75244	210-647-8800	Tammy Poe	
TX	Texas Wilson	6812 Fairgrounds Parkway, San Antonio, TX 78238	8327671509		
TX	THE CORNER OFFICE, LLC	1113 VINE STREET, #150, HOUSTON, TX 77002	713-527-0708	JERE LUCK	JERE@THELUCKCOMPANY.COM
TX	THE LUCK COMPANY	PO BOX 7768, HOUSTON, TX 77270	713-629-5599	Rachel Kennedy	
TX	The OFIS	7110 Old Katy Rd., #200, Houston, TX 77024	4098863636		
TX	THE ORANGE STATIONER #3009	701 DIVISION AVENUE, ORANGE, TX 77630	214-720-0345	MARY SPENCER	m Spencer@spencer-furniture.com
TX	THE SPENCER COMPANY	2121 NORTH AKARD STREET, #100, DALLAS, TX 75201	214-741-3331 x107	MIKE THOMAS	MIKE@THOMASFURNITURE.COM
TX	THOMAS CONTRACT FURNITURE, INC.	1170 QUAKER STREET, DALLAS, TX 75356	9037352663		
TX	TOPP OFFICE SUPPLY #3089	440 NORTH EASTMAN ROAD, #E, LONGVIEW, TX 75606	817-633-3030	CINDY LOVE	CHRIS@TURNKEYPROJECTSERVICES.COM
TX	TURNKEY PROJECT SERVICES	3200 HIGH RIVER ROAD, #120, FORT WORTH, TX 76155	9724343355		
TX	VANDERBURG DRAFTING SUPPLY	2373 VALLEY VIEW LANE AT I-35, DALLAS, TX 75234	713-871-8686	GAYLE SMITH	GAYLE@VANGUARDENVIRONMENTS.COM
TX	VANGUARD ENVIRONMENTS, INC.	7026 OLD KATY ROAD, #260, HOUSTON, TX 77024	281/453-0101	JD Pedigo	
TX	Velocity Business Products	335 PENNBRIGHT DRIVE, #130, Houston, TX 77090	512-763-8800	Tara Brown	
TX	V-Quest Office Machines and Supplies, LTD.	4159 E Hwy 29 Suite A, Georgetown, TX 78626	2145564900		
TX	WAVE	6200 TENNYSON PARKWAY, PLANO, TX 75024	214-267-8888	ROBERT DESHONG	WEBID2@AOL.COM
TX	WE BID FURNITURE	1750 Empire Central, Suite A, DALLAS, TX 75235			
TX	WELLS & KIMICH, INC	5530 BRYSTONE DRIVE, HOUSTON, TX 77041	7138569900		

	TX	WILSON OFFICE INTERIORS	1444 OAK LAWN AVENUE DALLAS, TX 75207	972-389-8820	JAMIE BARRETT	jbarrett@wrgtexas.com
	TX	WILSON OFFICE SUPPLY	820 EIGHTH STREET, WICHITA FALLS, TX 76301	940-773-4174	ION GORDON	OFUSA@WF.NET
	TX	WILSON PROJECT MANAGEMENT	1444 OAK LAWN AVENUE, DALLAS, TX 75207	817-771-9306	BROOKE BLOMSTROM	BLOMSTROMBB@WILSON-PM.COM
	TX	WILTON'S OFFICEWORKS	181 NO. EARL RUDDER FREEWAY, BRYAN, TX 77802	979-268-0062	JEFF MONROE	JMONROE@WILTONS.COM
	TX	Writings Office Interiors	2017 Avenue B, Suite 300, San Antonio, TX 78215	210-270-0100	Mark Wittig	
	TX	WORKPLACE RESOURCE - AUSTIN	1717 W. 6TH ST., STE. 190, AUSTIN, TX 78703	210-226-5141	VIRGINIA VISSER	VIRGINIA_VISSER@WORKPLACERESOURCECTX.COM
	TX	WORKPLACE RESOURCE - SAN ANTONIO	4400 NE LOOP 410, #130, SAN ANTONIO, TX 78218	210-226-5141	VIRGINIA VISSER	VIRGINIA_VISSER@WORKPLACERESOURCECTX.COM
	TX	Workplace Solutions	2651 N Harwood Street, #300 Dallas, TX 75201	214-741-9667		
	TX	WORKSPACE RESOURCE	11133 I-45 SOUTH, #330, CONROE, TX 77302	936-756-1512	KAREN MACFARLAND	KMACFARLAND@WORKSPACE-RESOURCE.COM
	TX	Workspace Solutions	3660 Thousand Oaks #220, San Antonio, TX 78247	210-366-4414	Bill Schiller	
	TX	WORKSPACE SOLUTIONS, INC.	1901 SHIPMAN DRIVE, SUITE A, SAN ANTONIO, TX 78219	210-366-4414	MIKE SCHILLER	MIKE@TXWORKSPACESOLUTIONS.COM
	TX	WRG	2639 E Rosemeade Pkwy, Carrollton, TX 75007	(972) 446-9100		
	TX	Staples Business Advantage	6400 HOLLISTER, HOUSTON, TX 77040	513-878-7565	Mike Flick	Mike.Flick@staples.com
	TX	Heights Office Products	9901 Broadway Suite 114, San Antonio TX 78217	210-822-9671	Ed Zuzula	ezuzula@heightsofficeproducts.com
	TX	Barnett Furniture Solutions	8546 Broadway suite 111 san antonio texas 78217	210-854-4277	Evan Barnett	evan@bfsix.com
	TX	A Bargas & Associates	10622 Gulfdale san antonio texas 78216	210-344-2821	Almon Bargas	cbargas@abargasco.com
	TX	Indeco Sales	805 E. 4th Avenue Delton Texas 76513	254-791-6905	Kevin Goldston	kevin.goldston@indecosales.com
	TX	Longhorn Office Products	2210 Denton drive austin texas 78758	512-672-4567	Mike Winkler	mwinkler@longhornop.com
	TX	Bullchase	1420 Cypress Creek Road suite 200-310 cedar park tx 78613	512-558-2855	Marianne Galea	marianne@bullchase.com
	TX	Collaborative Office Furniture	8 Greenway Plaza, Suite 200, Houston, TX 77046	281-831-5485	John Ofield	jofield@collaborative-office.com
	TX	Letourneau-Keller	5819 Milwee, Houston, TX 77092	713-681-0033 X224	Anthony Martinez	anthonyam@letourneaukeller.com
	TX	Pioneer Contract	8090 Kempwood Drive, Houston, TX 77055-1003	713-464-8200	Frank Fort	frank@pioneercontract.com
	TX	Key Davis and Associates	2216 Wheeler Ave, Houston, TX 77004	713-541-5468	Danette Davis	danette@keydavisassoc.com
	TX	Facility Solutions Plus	16810 Barker Springs Road, Suite 219	713-497-4495	Jack McIntyre	jmcintyre@facilitysolutionsplus.com
	TX	NMG	2301 Caroline, Houston, TX 77004	281-240-1007	Crystal Lowe	clowe@nmg-us.com
	TX	Capital Furniture	5155 Blalock, Houston, TX 77041	713-690-8325	Rob Jordan	rjordan@capitalfurniture.com
	TX	A Bargas Co.	10622 Gulfdale , San Antonio, Tx 78216	210-344-2821	Jay Wright	
TX Count	146					
	USA	Office Depot	6600 N Military Trail, Boca Raton, FL 33496	877-353-9100 x4221	David McGinnis	david.mcginis@officedepot.com
USA Count	1					
	UT	GSA PRINT DEPOT, INC	356 NORTH 750 WEST, #212, AMERICAN FORK, UT 840031679	6612508263		
	UT	Inside Out	479 South 700 East, Salt Lake City, UT 84102	801-973-2009	Shane Phippen	shane@insideoututah.com
	UT	INTERIORS WEST, LLC	254 EAST 100 SOUTH, SALT LAKE CITY, UT 84111	8019334949		
	UT	Layton Office	1101 E Cambridge Circle #3, Layton, UT 84040	801-773-2512	Jeff Williams	jeff@laytonofficesupply.com
	UT	NATIONWIDE DRAFTING & OFFICE	SUPPLY, INC, PARK CITY, UT 84060	4356497565		
	UT	SPACESAVER INTERMOUNTAIN, LLC	249 SOUTH 400 EAST, SALT LAKE CITY, UT 84111	8013635882		
	UT	Western Interior Services	160 West 2100 South, Salt Lake City, UT 84115	801-973-8255	Steve Rich	steve@westerninterior.com
	UT	CCG Howells	358 S. Rio Grande Salt Lake City, UT 84101	801-359-6622	Bob Kmetzsch	www.ccghowells.com
	UT	Edutek Corp	79 W. 4500 S. Murray, UT 84107	801-747-0050	Todd Fairbourne	www.edutekcorp.com
	UT	Interior Solutions	522 S. 400 W. Salt Lake City, UT 84101	801-531-7538	Jason Woodbury	www.interiorsolutions.net
UT Count	10					
	VA	Advanced Office Concepts	419 S. Lynnhaven Rd, Suite 106 VA Beach, VA 23452	757-463-6400	Mickey Mullaney	mick@aak-inc.com
	VA	Barrows Inc	1302 Rockland Ave Roanoke, VA 24012	540-777-2167	Patty Justice	pattyj@barrowsinc.com
	VA	DELTA GRAPHIC, INC	12532 BRANDERS BRIDGE ROAD, CHESTER, VA 23831	8047486448		
	VA	ENGINEERSUPPLY.COM, LLC	21430 TIMBERLAKE ROAD, #349, LYNCHBURG, VA 24502	8005918907		
	VA	Harris Office	520 Kimball Ave NE Roanoke, VA 24012	540-344-5449	Doug Hyre	dhyre@harrisofficefurniture.com
	VA	NEW DAY OFFICE PRODUCTS &	FURNISHINGS, INC, SUFFOLK, VA 23435	7573980718		
	VA	Redistrict	66 Canal Center Plaza Alexandria, VA 22314	703-276-8901	Gary Donley	gary@re-district.com
	VA	Systems Furniture Gallery	4425 Brookfield Corporate Dr Chantilly, VA 20105	703-631-3375	Geoff Griffin	Geoffg@systems-furniture.com
VA Count	8					
	VT	EXTERUS BUSINESS FURNITURE	4750 SHELBURNE ROAD, #10, SHELBURNE, VT 05482			
	VT	OFFICE ENVIRONMENTS, INC	5 GREEN TREE DRIVE, SOUTH BURLINGTON, VT 05403			
VT Count	2					
	WA	Apex Facility Resources, Inc.	20219 87th Ave. South, Kent, WA 98031	206-686-3357		www.apexfacility.com
	WA	BRUTTMAN'S, INC. #363	2501 N COLUMBIA CIR BOULEVARD, KENNEWICK, WA 993360044	5097530300		
	WA	CATALYST ACTIVATION	10848 E. MARGINAL WAY Seattle, WA 98168	206-762-8818	TODD Cunninghamham	tcunningham@binw.com

	WA	COMMERCIAL OFFICE INTERIORS	2601 4TH AVENUE, #700, SEATTLE, WA 981211253	2064487333		
	WA	COMPLETE OFFICE, LLC	11521 E MARGINAL WAY S, #100, SEATTLE, WA 98168	2066280059		
	WA	HARRIS OFFICE EQUIP	605 NORTH 1ST STREET, YAKIMA, WA 98901	5092482980		
	WA	OPEN SQUARE	5601 6TH AVE S SEATTLE WA 98108	206-766-8000	Todd Fairweather	TFairweather@bankandoffice.com
	WA	QUALITY DISCOUNT #X029	PO BOX 64520, UNIVERSITY PLACE, WA 98464	2555647721	CANDY GAUL	candy@re-juiced.com
	WA	RE-JUICED STUDIO	18521 - 76th Ave W, Ste 104 Edmonds, WA 98026	425-673-2670	RUDY MCKINNEY	rmckinney@systemssource.com
	WA	SYSTEM SOURCE	130 ANDOVER PARK E STE 301	206-285-2208	MATT ARNOLD	matt@workpointe.com
	WA	WORKPOINTE	9877 40th AVE S SEATTLE WA 98118	206-763-4030	Ken Brutzman	www.brutzmans.com
	WA	Brutzman's	2600 N. Columbia Ctr. Blvd. #100 Richland, WA 99352	(509) 735-0300		www.brutzmans.com
	WA	The Creative Office	721 Legion Way SE Olympia, WA 98501	(360) 754-1732	Lowell Gordon	www.creativeof.com
WA Count	13					
	WI	BEYOND THE OFFICE DOOR, LLC	913 YOUNG STREET, WAUSAU, WI 54403	7158034041		
	WI	BSI	W222 N630 Cheaney Road, Waukesha, WI 53186	(262) 955-6400		
	WI	CJ and Associates	16915 W Victor Rd, New Berlin, WI 53151	(262) 786-1772		
	WI	Corporate Design Interiors	1711 Paramount Ct Waukesha WI 53186	2625211010		
	WI	Creative Business Interiors	1535 S 101st St, Milwaukee, WI 53214	(414) 545-8500		
	WI	EVERYTHING2GO.COM, LLC	250 EAST WISCONSIN AVENUE, MILWAUKEE, WI 53202	4147651100		
	WI	INDUSTRIES FOR THE BLIND, INC	445 SOUTH CURTIS ROAD, WEST ALLIS, WI 532141016	4147783040		
	WI	MASTER GRAPHICS	810 W. BADGER, MADISON, WI 537259508	6082564884		
	WI	RACE, INC #1009	1351 PLANEVIEW DRIVE, #1, OSHKOSH, WI 54904	9202363420		
	WI	Staples	11528 W Rogers St, West Allis, WI 53227	(414) 375-6241		
	WI	Emmons Business Interiors	5225 Joerns Dr, Stevens Point WI 54481	715-345-8933	Penny Grimm	
WI Count	11					
	WV	Champion Industries	P.O. Box 2968, Huntington, WV 25728-2968	304.528.2791	Kelli Bragg	kbragg@champion-industries.com
	WV	Contemporary Galleries	1210 Smith St, Charleston, WV 25301	304.344.1231	Paul Santer	paulconga@aim.com
	WV	Omega Commercial Interiors	510 HARTMAN RUN RD. MORGANTOWN, WV 26505	304.581.6701	Peggy Lovio	plovio@omegacomintl.com
WV Count	3					
	WY	WYOMING OFC PRD & #4017	PO BOX 1201, CASPER, WY 82602	3074727367		
	WY	Wyoming Stationery	328 West Yellowstone, Casper WY 82601	307-234-1511		
WY Count	2					
Grand Count	761					

Key Contract Personnel

Executive Support

Sharad Mathur, VP of Sales and Innovation, 763-536-6743

sharadmathur@safcoproducts.com

Marketing

Carrie Eidem, Senior Marketing Manager, 763-536-6754

carrieeidem@safcoproducts.com

11+ Years of Marketing Experience

Sales

Yvonne Moore, State and Local Contracts Manager, 763-536-6788

yvonnemoore@safcoproducts.com

11+ Years of Contract Experience

Sales Support

Mary Weisen, State Contract Customer Care Rep, 763-536-6797

maryweisen@safcoproducts.com

30 years of Customer Service Experience

Financial Reporting

Yvonne Moore, State and Local Contracts Manager, 763-536-6788

yvonnemoore@safcoproducts.com

11+ Years of Contract Experience

Accounts Payable

LDI Corporate AP Department, 763 536-6637

A_P@libertydiversified.com

Combined 30+ years of experience

Contract Management

Yvonne Moore, State and Local Contracts Manager, 763-536-6788

yvonnemoore@safcoproducts.com

11+ Years of Contract Experience



Key Employee Qualifications and Experience

State / Local Contract Sales Manager

- Register online annually for contract bid notification
- Make decisions on every bid to determine risk and reward
- Add and delete dealers per contract limitations and requirements
- Add and delete product from active contracts
- Submit request for price increases on all active contracts following a commercial increase
- Contract renewals and extensions
- Annual electronic update for certification of insurance requests
- Conference calls when necessary for information or disputes
- Navigate the web, looking for new contract opportunities
- Determine market strategy for underperforming contracts
- Prepare bids and negotiate contract terms on discount, freight, commission, accessorial charges, return charges, warranty extensions, and any terms unlike commercial terms and conditions
- Evaluate tier discounting using cost analysis
- Track sales and losses for continuous improvement
- Training on processes for internal staff
- Minority Report card
- Provide product for competitive bid quote directly for end user
- Update and maintain electronic excel price lists with contract specific information
- Manage pricing plans in JDE
- Create a sheet to communicate terms and conditions for each contract to use in the field
- Complete electronic vendor registration forms
- Report sales for admin fee (vendor portal) through provided web or email
- Submit check request by deadline

State Sales Support, Admin, Customer Service

- Provide detailed support to the field and external dealers
- Prioritize and respond to emails
- Warranty
- Edit orders
- Calculate and pay commissions
- Returns when necessary/credits when necessary
- Set up new accounts and update old accounts when necessary
- Follow up with special non-dock end users
- Resolve pending discrepancies
- Download sales, create excel spreadsheet
- Provide quotes using contract pricing
- Help manage large projects
- Enter Orders using contract terms sheets
- Submit requests for new account set up
- Acknowledge all end user orders to dealer of record

Senior Marketing Manager

- Penetrate market channels effectively to meet objectives via knowledge and strategic planning and deployment
- Transform keen understanding of all communication mediums into plan that drives revenue optimization by channel, consumer segment, and vertical
- Transfer industry expertise into sound go-to-market strategies & executional plan
- Lead for Strategic Initiatives
- Development of the comprehensive marketing strategy as well as specific plans for all channels served; contract, ecommerce, other (mega/wholesale)
- Develop and manage strong partnership with sales leadership; travel into field at minimum 1x/quarter.
- Assess, understand, and communicate future market shifts - be the expert for the organization
- Leadership of market team pillar; 5-year market plan, strategy work, & overall growth plan as well as oversight of the execution of the same
- Bachelor's degree minimum.
- 10+ years of experience within a Marketing Manager role
- Leadership experience to include project management

Team Competencies/Talents/Personal Attributes (Note: Take from LDI Values in Practice Leading Self/Others/Business & Function):

- Care - Strong aptitude for cross functional awareness, alignment and agreement
 - Innovation - Ability to identify and articulate the unseen opportunities for growth
 - Trust - Natural giver of trust; inherent recipient of confidence
 - Excellence - Instinctively driven to be the best in every aspect possible
- Position Summary:

Top 10 Omnia customers for the previous year from Oct 2018-Oct 2019

Agency	Annual Sales	Contact Person	Phone Number
WASHINGTON AND LEE UNIVERSITY - STC Total	\$ 692,062.30	Truman Payne	540-458-8361
BEXAR COUNTY AUDITOR - AP - STC Total	\$ 74,776.92	Jorge Alvarado	210-335-1897
City of Portland Total	\$ 65,076.63	George Carhart	207-874-8682
City of Brecksville Total	\$ 56,614.03	Rick Riehle	513-617-5333
Mining Land and Water Total	\$ 53,629.64	Timothy Stratton	907-269-0998
El Paso Community College Total	\$ 46,678.09	Cassandra Guevara	(915) 831-6305
UNT System Business Service Center Total	\$ 41,279.62	Monica Madrid	940-369-5500
KANSAS CITY KANSAS PUBLIC SCHOOLS Total	\$ 39,273.73	Doug Clements	913-7824441
Virginia Polytechnic Institute Total	\$ 25,905.51	Angela Jones	540-231-4333
City of Richardson Total	\$ 24,823.04	Ali Nobles	972-744-4130

Include entity name: Washington and Lee University
Contact name and title: Truman Payne, Facilities Planner
Contact phone 540-458-8361
Contact email: tpayne@wlu.edu
City, State: Lexington, VA
Years serviced: Multiple Systems purchased 8+ years to recently purchased and installed system in June 2019.
Description of services: Mobile 1000 Storage system for books, volumes, archives
Annual volume: \$692,062 in 2019

Include entity name: Texas State Technical College
Contact name and title: Adan Alvarez, Senior Project Manager
Contact phone: 540-458-8361
Contact email: adan.alvarez@harlingen.tstc.edu
City, state: Edinburg, TX
Years serviced: 5
Description of services: 4 phases of projects over 5 years E5, Training Tables, Caseloads, Seating, Storage
Annual volume: \$367,962 for 2018 and 28,184 for 2019

Include entity name: Bronx District Attorney's Office
Contact name and title: Peter Kennedy, Assistant DA.
Contact phone: 718-838-7269
Contact email: Kennedyp@bronxda.ny.gov
City, State: Bronx, NY City, NY
Years serviced: 1 year
Description of services: TechWorks/Technical Workbenching Furniture and 4-Post Shelving
Annual Sales: 76,278 in 2018

Include entity name: University of SC at Upstate
Contact name and title: Freda Davison, Dean of the Library
Contact phone 864-503-5610
Contact email: fdavison@uscupstate.edu
City, State: Spartanburg, SC
Years serviced: 2
Description of services: Mobile 1000 Storage system for books, volumes, archives
Annual Sales: \$197,460 in 2018 and \$134,295 in 2019

Include entity name: Concordia Seminary, Library
Contact name and title: Eric Stancliff, Assistant Director of Library Services
Contact phone 314-505-7033
Contact email: stancliffe@csl.edu
City, State: St. Louis, MO
Years serviced: Multiple M1000 and 4-post shelving systems purchased in 2017 and installed in 2018.
Description of services: Mobile 1000 Storage system for books, volumes, archives
Annual Sales: \$73,501 in 2018

Include entity name: City of Philadelphia Department of Records
Contact name and title: Joshua Blay, Registrar and Collections Manager
Contact phone: 215-685-9404
Contact email: joshua.blay@phila.gov
City, state: Philadelphia, PA
Years serviced: 1
Description of services: Flat Files
Annual volume: \$117,000 in 2018

Include entity name: LA County Superior Court
Contact name and title: Hovig Bodozian, Project Manager
Contact phone: 626-471-7686
Contact email: HBodozian@lacourt.org
City, state: Los Angeles, CA
Years serviced: 3
Description of services: Casegoods, Seating, Height Adjustable Tables
Annual volume: \$250,000 in 2018 and \$100,000 in 2019

Include entity name: Bexar County Auditor
Contact name and title: Jonathan Nanes, Bexar County Juvenile Probation
Contact phone: 210-335-1846
Contact email: jnanes@bexar.org
City, state: San Antonio, TX
Years serviced: 3
Description of services: Seating, Lounge, Casegoods, and Mailroom
Annual volume: \$35,121 in 2018 and \$74,776 in 2019

Include entity name: Kern County Aging and Adult Services
Contact name and title: Michele Timmerman Program Coordinator
Contact phone 661.868.1054
Contact email: timmermanm@kerncounty.com
City, State: Bakersfield, CA
Years serviced: 1
Description of services: Mobile 1000 Filing System installed in July 2019
Annual Sales: \$30,079 in 2019

Include entity name: Department of Child Safety
Contact name and title: Gary Coley, Real Estate Manager
Contact phone: 602.255.2784
Contact email: Gary.Coley@AZDCS.GOV
City, state: Phoenix, AZ
Years serviced: 5
Description of services: Meeting and Training, Mailroom, and Filing and Storage
Annual volume: 126,633 in 2019

EXHIBIT B
ADMINISTRATION AGREEMENT, EXAMPLE

ADMINISTRATION AGREEMENT

THIS ADMINISTRATION AGREEMENT (this "Agreement") is made this ____ day of _____ 20____, between National Intergovernmental Purchasing Alliance Company, a Delaware corporation d/b/a OMNIA Partners, Public Sector ("OMNIA Partners, Public Sector"), and _____ ("Supplier").

RECITALS

WHEREAS, the _____ (the "Principal Procurement Agency") has entered into a Master Agreement effective _____, Agreement No _____, by and between the Principal Procurement Agency and Supplier, (as may be amended from time to time in accordance with the terms thereof, the "Master Agreement"), as attached hereto as Exhibit A and incorporated herein by reference as though fully set forth herein, for the purchase of _____ (the "Product");

WHEREAS, said Master Agreement provides that any or all public agencies, including state and local governmental entities, public and private primary, secondary and higher education entities, non-profit entities, and agencies for the public benefit (collectively, "Public Agencies"), that register (either via registration on the OMNIA Partners, Public Sector website or execution of a Master Intergovernmental Cooperative Purchasing Agreement, attached hereto as Exhibit B) (each, hereinafter referred to as a "Participating Public Agency") may purchase Product at prices stated in the Master Agreement;

WHEREAS, Participating Public Agencies may access the Master Agreement which is offered through OMNIA Partners, Public Sector to Public Agencies;

WHEREAS, OMNIA Partners, Public Sector serves as the contract administrator of the Master Agreement on behalf of Principal Procurement Agency;

WHEREAS, Principal Procurement Agency desires OMNIA Partners, Public Sector to proceed with administration of the Master Agreement; and

WHEREAS, OMNIA Partners, Public Sector and Supplier desire to enter into this Agreement to make available the Master Agreement to Participating Public Agencies and to set forth certain terms and conditions governing the relationship between OMNIA Partners, Public Sector and Supplier.

NOW, THEREFORE, in consideration of the payments to be made hereunder and the mutual covenants contained in this Agreement, OMNIA Partners, Public Sector and Supplier hereby agree as follows:

DEFINITIONS

1. Capitalized terms used in this Agreement and not otherwise defined herein shall have the meanings given to them in the Master Agreement.

TERMS AND CONDITIONS

2. The Master Agreement and the terms and conditions contained therein shall apply to this Agreement except as expressly changed or modified by this Agreement. Supplier acknowledges and agrees that the covenants and agreements of Supplier set forth in the solicitation and Supplier's response thereto resulting in the Master Agreement are incorporated herein and are an integral part hereof.

3. OMNIA Partners, Public Sector shall be afforded all of the rights, privileges and indemnifications afforded to Principal Procurement Agency by or from Supplier under the Master Agreement, and such rights, privileges and indemnifications shall accrue and apply with equal effect to OMNIA Partners, Public Sector, its agents, employees, directors, and representatives under this Agreement including, but not limited to, Supplier's obligation to obtain appropriate insurance.

4. OMNIA Partners, Public Sector shall perform all of its duties, responsibilities and obligations as contract administrator of the Master Agreement on behalf of Principal Procurement Agency as set forth herein, and Supplier hereby acknowledges and agrees that all duties, responsibilities and obligations will be undertaken by OMNIA Partners, Public Sector solely in its capacity as the contract administrator under the Master Agreement.

5. With respect to any purchases by Principal Procurement Agency or any Participating Public Agency pursuant to the Master Agreement, OMNIA Partners, Public Sector shall not be: (i) construed as a dealer, re-marketer, representative, partner or agent of any type of the Supplier, Principal Procurement Agency or any Participating Public Agency; (ii) obligated, liable or responsible for any order for Product made by Principal Procurement Agency or any Participating Public Agency or any employee thereof under the Master Agreement or for any payment required to be made with respect to such order for Product; and (iii) obligated, liable or responsible for any failure by Principal Procurement Agency or any Participating Public Agency to comply with procedures or requirements of applicable law or the Master Agreement or to obtain the due authorization and approval necessary to purchase under the Master Agreement. OMNIA Partners, Public Sector makes no representation or guaranty with respect to any minimum purchases by Principal Procurement Agency or any Participating Public Agency or any employee thereof under this Agreement or the Master Agreement.

6. OMNIA Partners, Public Sector shall not be responsible for Supplier's performance under the Master Agreement, and Supplier shall hold OMNIA Partners, Public Sector harmless from any liability that may arise from the acts or omissions of Supplier in connection with the Master Agreement.

7. WITHOUT LIMITING THE GENERALITY OF THE FOREGOING, OMNIA PARTNERS, PUBLIC SECTOR EXPRESSLY DISCLAIMS ALL EXPRESS OR IMPLIED REPRESENTATIONS AND WARRANTIES REGARDING OMNIA PARTNERS, PUBLIC SECTOR'S PERFORMANCE AS A CONTRACT ADMINISTRATOR OF THE MASTER AGREEMENT. OMNIA PARTNERS, PUBLIC SECTOR SHALL NOT BE LIABLE IN ANY WAY FOR ANY SPECIAL, INCIDENTAL, INDIRECT, CONSEQUENTIAL, EXEMPLARY, PUNITIVE, OR RELIANCE DAMAGES, EVEN IF OMNIA PARTNERS, PUBLIC SECTOR IS ADVISED OF THE POSSIBILITY OF SUCH DAMAGES.

TERM OF AGREEMENT; TERMINATION

8. This Agreement shall be in effect so long as the Master Agreement remains in effect, provided, however, that the provisions of Sections 3 – 8 and 12 – 23, hereof and the

indemnifications afforded by the Supplier to OMNIA Partners, Public Sector in the Master Agreement, to the extent such provisions survive any expiration or termination of the Master Agreement, shall survive the expiration or termination of this Agreement.

9. Supplier's failure to maintain its covenants and commitments contained in this Agreement or any action of the Supplier which gives rise to a right by Principal Procurement Agency to terminate the Master Agreement shall constitute a material breach of this Agreement. If such breach is not cured within thirty (30) days of written notice to Supplier, in addition to any and all remedies available at law or equity, OMNIA Partners, Public Sector shall have the right to terminate this Agreement, at OMNIA Partners, Public Sector's sole discretion. Notwithstanding anything contained herein to the contrary, this Agreement shall terminate on the date of the termination or expiration of the Master Agreement.

NATIONAL PROMOTION

10. OMNIA Partners, Public Sector and Supplier shall publicize and promote the availability of the Master Agreement's products and services to Public Agencies and such agencies' employees. Supplier shall require each Public Agency to register its participation in the OMNIA Partners, Public Sector program by either registering on the OMNIA Partners, Public Sector website (www.omniapartners.com/publicsector), or executing a Master Intergovernmental Cooperative Purchasing Agreement prior to processing the Participating Public Agency's first sales order. Upon request, Supplier shall make available to interested Public Agencies a copy of the Master Agreement and such price lists or quotes as may be necessary for such Public Agencies to evaluate potential purchases.

11. Supplier shall provide such marketing and administrative support as set forth in the solicitation resulting in the Master Agreement, including assisting in development of marketing materials as reasonably requested by Principal Procurement Agency and OMNIA Partners, Public Sector. Supplier shall be responsible for obtaining permission or license of use and payment of any license fees for all content and images Supplier provides to OMNIA Partners, Public Sector or posts on the OMNIA Partners, Public Sector website. Supplier shall indemnify, defend and hold harmless OMNIA Partners, Public Sector for use of all such content and images including copyright infringement claims. Supplier and OMNIA Partners, Public Sector each hereby grant to the other party a limited, revocable, non-transferable, non-sublicensable right to use such party's logo (each, the "Logo") solely for use in marketing the Master Agreement. Each party shall provide the other party with the standard terms of use of such party's Logo, and such party shall comply with such terms in all material respects. Both parties shall obtain approval from the other party prior to use of such party's Logo. Notwithstanding the foregoing, the parties understand and agree that except as provided herein neither party shall have any right, title or interest in the other party's Logo. Upon termination of this Agreement, each party shall immediately cease use of the other party's Logo.

ADMINISTRATIVE FEE, REPORTING & PAYMENT

12. An "Administrative Fee" shall be defined and due to OMNIA Partners, Public Sector from Supplier in the amount of three percent (3%) ("Administrative Fee Percentage") multiplied by the total purchase amount paid to Supplier, less refunds, credits on returns, rebates and discounts, for the sale of products and/or services to Principal Procurement Agency and Participating Public Agencies pursuant to the Master Agreement (as amended from time to time and including any renewal thereof) ("Contract Sales"). From time to time the parties may mutually agree in writing to a lower Administrative Fee Percentage for a specifically identified Participating Public Agency's Contract Sales.

13. Supplier shall provide OMNIA Partners, Public Sector with an electronic accounting report monthly, in the format prescribed by OMNIA Partners, Public Sector, summarizing all Contract Sales for each calendar month. The Contract Sales reporting format is provided as Exhibit C ("Contract Sales Report"), attached hereto and incorporated herein by reference. Contract Sales Reports for each calendar month shall be provided by Supplier to OMNIA Partners, Public Sector by the 10 day of the following month. Failure to provide a Contract Sales Report within the time and manner specified herein shall constitute a material breach of this Agreement and if not cured within thirty (30) days of written notice to Supplier shall be deemed a cause for termination of the Master Agreement, at Principal Procurement Agency's sole discretion, and/or this Agreement, at OMNIA Partners, Public Sector's sole discretion.

14. Administrative Fee payments are to be paid by Supplier to OMNIA Partners, Public Sector at the frequency and on the due date stated in Section 13, above, for Supplier's submission of corresponding Contract Sales Reports. Administrative Fee payments are to be made via Automated Clearing House (ACH) to the OMNIA Partners, Public Sector designated financial institution identified in Exhibit D. Failure to provide a payment of the Administrative Fee within the time and manner specified herein shall constitute a material breach of this Agreement and if not cured within thirty (30) days of written notice to Supplier shall be deemed a cause for termination of the Master Agreement, at Principal Procurement Agency's sole discretion, and/or this Agreement, at OMNIA Partners, Public Sector's sole discretion. All Administrative Fees not paid when due shall bear interest at a rate equal to the lesser of one and one-half percent (1 1/2%) per month or the maximum rate permitted by law until paid in full.

15. Supplier shall maintain an accounting of all purchases made by Participating Public Agencies under the Master Agreement. OMNIA Partners, Public Sector, or its designee, in OMNIA Partners, Public Sector's sole discretion, reserves the right to compare Participating Public Agency records with Contract Sales Reports submitted by Supplier for a period of four (4) years from the date OMNIA Partners, Public Sector receives such report. In addition, OMNIA Partners, Public Sector may engage a third party to conduct an independent audit of Supplier's monthly reports. In the event of such an audit, Supplier shall provide all materials reasonably requested relating to such audit by OMNIA Partners, Public Sector at the location designated by OMNIA Partners, Public Sector. In the event an underreporting of Contract Sales and a resulting underpayment of Administrative Fees is revealed, OMNIA Partners, Public Sector will notify the Supplier in writing. Supplier will have thirty (30) days from the date of such notice to resolve the discrepancy to OMNIA Partners, Public Sector's reasonable satisfaction, including payment of any Administrative Fees due and owing, together with interest thereon in accordance with Section 13, and reimbursement of OMNIA Partners, Public Sector's costs and expenses related to such audit.

GENERAL PROVISIONS

16. This Agreement, the Master Agreement and the exhibits referenced herein supersede any and all other agreements, either oral or in writing, between the parties hereto with respect to the subject matter hereto and no other agreement, statement, or promise relating to the subject matter of this Agreement which is not contained or incorporated herein shall be valid or binding. In the event of any conflict between the provisions of this Agreement and the Master Agreement, as between OMNIA Partners, Public Sector and Supplier, the provisions of this Agreement shall prevail.

17. If any action at law or in equity is brought to enforce or interpret the provisions of this Agreement or to recover any Administrative Fee and accrued interest, the prevailing party shall be entitled to reasonable attorney's fees and costs in addition to any other relief to which it may be entitled.

18. This Agreement and OMNIA Partners, Public Sector's rights and obligations hereunder may be assigned at OMNIA Partners, Public Sector's sole discretion to an affiliate of OMNIA Partners, Public Sector, any purchaser of any or all or substantially all of the assets of

OMNIA Partners, Public Sector, or the successor entity as a result of a merger, reorganization, consolidation, conversion or change of control, whether by operation of law or otherwise. Supplier may not assign its obligations hereunder without the prior written consent of OMNIA Partners, Public Sector.

19. All written communications given hereunder shall be delivered by first-class mail, postage prepaid, or overnight delivery on receipt to the addresses as set forth below.

A. OMNIA Partners, Public Sector:

OMNIA Partners, Public Sector
Attn: President
840 Crescent Centre Drive
Suite 600
Franklin, TN 37067

B. Supplier:

20. If any provision of this Agreement shall be deemed to be, or shall in fact be, illegal, inoperative or unenforceable, the same shall not affect any other provision or provisions herein contained or render the same invalid, inoperative or unenforceable to any extent whatever, and this Agreement will be construed by limiting or invalidating such provision to the minimum extent necessary to make such provision valid, legal and enforceable.

21. This Agreement may not be amended, changed, modified, or altered without the prior written consent of the parties hereto, and no provision of this Agreement may be discharged or waived, except by a writing signed by the parties. A waiver of any particular provision will not be deemed a waiver of any other provision, nor will a waiver given on one occasion be deemed to apply to any other occasion.

22. This Agreement shall inure to the benefit of and shall be binding upon OMNIA Partners, Public Sector, the Supplier and any respective successor and assign thereto; subject, however, to the limitations contained herein.

23. This Agreement will be construed under and governed by the laws of the State of Delaware, excluding its conflicts of law provisions and any action arising out of or related to this Agreement shall be commenced solely and exclusively in the state or federal courts in Williamson County Tennessee.

24. This Agreement may be executed in counterparts, each of which is an original but all of which, together, shall constitute but one and the same instrument. The exchange of copies of this Agreement and of signature pages by facsimile, or by .pdf or similar electronic transmission, will constitute effective execution and delivery of this Agreement as to the parties and may be used in lieu of the original Agreement for all purposes. Signatures of the parties transmitted by facsimile, or by .pdf or similar electronic transmission, will be deemed to be their original signatures for any purpose whatsoever.

[INSERT SUPPLIER ENTITY NAME]

**NATIONAL
INTERGOVERNMENTAL
PURCHASING ALLIANCE
COMPANY, A DELAWARE
CORPORATION D/B/A OMNIA
PARTNERS, PUBLIC SECTOR**

Signature

Name

Title

Date

Signature

Sarah Vavra

Name

Sr. Vice President, Public Sector

Contracting

Title

Date

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.

DEFINITIONS

Contract means a legal instrument by which a non-Federal entity purchases property or services needed to carry out the project or program under a Federal award. The term as used in this part does not include a legal instrument, even if the non-Federal entity considers it a contract, when the substance of the transaction meets the definition of a Federal award or subaward

Contractor means an entity that receives a contract as defined in Contract.

Cooperative agreement means a legal instrument of financial assistance between a Federal awarding agency or pass-through entity and a non-Federal entity that, consistent with 31 U.S.C. 6302-6305:

- (a) Is used to enter into a relationship the principal purpose of which is to transfer anything of value from the Federal awarding agency or pass-through entity to the non-Federal entity to carry out a public purpose authorized by a law of the United States (see 31 U.S.C. 6101(3)); and not to acquire property or services for the Federal government or pass-through entity's direct benefit or use;
- (b) Is distinguished from a grant in that it provides for substantial involvement between the Federal awarding agency or pass-through entity and the non-Federal entity in carrying out the activity contemplated by the Federal award.
- (c) The term does not include:
 - (1) A cooperative research and development agreement as defined in 15 U.S.C. 3710a; or
 - (2) An agreement that provides only:
 - (i) Direct United States Government cash assistance to an individual;
 - (ii) A subsidy;
 - (iii) A loan;
 - (iv) A loan guarantee; or
 - (v) Insurance.

Federal awarding agency means the Federal agency that provides a Federal award directly to a non-Federal entity

Federal award has the meaning, depending on the context, in either paragraph (a) or (b) of this section:

- (a)(1) The Federal financial assistance that a non-Federal entity receives directly from a Federal awarding agency or indirectly from a pass-through entity, as described in § 200.101 Applicability; or
- (2) The cost-reimbursement contract under the Federal Acquisition Regulations that a non-Federal entity receives directly from a Federal awarding agency or indirectly from a pass-through entity, as described in § 200.101 Applicability.
- (b) The instrument setting forth the terms and conditions. The instrument is the grant agreement, cooperative agreement, other agreement for assistance covered in paragraph (b) of § 200.40 Federal financial assistance, or the cost-reimbursement contract awarded under the Federal Acquisition Regulations.
- (c) Federal award does not include other contracts that a Federal agency uses to buy goods or services from a contractor or a contract to operate Federal government owned, contractor operated facilities (GOCOs).
- (d) See also definitions of Federal financial assistance, grant agreement, and cooperative agreement.

Non-Federal entity means a state, local government, Indian tribe, institution of higher education (IHE), or nonprofit organization that carries out a Federal award as a recipient or subrecipient.

Nonprofit organization means any corporation, trust, association, cooperative, or other organization, not including IHEs, that:

- (a) Is operated primarily for scientific, educational, service, charitable, or similar purposes in the public interest;
- (b) Is not organized primarily for profit; and

(c) Uses net proceeds to maintain, improve, or expand the operations of the organization.

Obligations means, when used in connection with a non-Federal entity's utilization of funds under a Federal award, orders placed for property and services, contracts and subawards made, and similar transactions during a given period that require payment by the non-Federal entity during the same or a future period.

Pass-through entity means a non-Federal entity that provides a subaward to a subrecipient to carry out part of a Federal program.

Recipient means a non-Federal entity that receives a Federal award directly from a Federal awarding agency to carry out an activity under a Federal program. The term recipient does not include subrecipients.

Simplified acquisition threshold means the dollar amount below which a non-Federal entity may purchase property or services using small purchase methods. Non-Federal entities adopt small purchase procedures in order to expedite the purchase of items costing less than the simplified acquisition threshold. The simplified acquisition threshold is set by the Federal Acquisition Regulation at 48 CFR Subpart 2.1 (Definitions) and in accordance with 41 U.S.C. 1908. As of the publication of this part, the simplified acquisition threshold is \$150,000, but this threshold is periodically adjusted for inflation. (Also see definition of § 200.67 Micro-purchase.)

Subaward means an award provided by a pass-through entity to a subrecipient for the subrecipient to carry out part of a Federal award received by the pass-through entity. It does not include payments to a contractor or payments to an individual that is a beneficiary of a Federal program. A subaward may be provided through any form of legal agreement, including an agreement that the pass-through entity considers a contract.

Subrecipient means a non-Federal entity that receives a subaward from a pass-through entity to carry out part of a Federal program; but does not include an individual that is a beneficiary of such program. A subrecipient may also be a recipient of other Federal awards directly from a Federal awarding agency.

Termination means the ending of a Federal award, in whole or in part at any time prior to the planned end of period of performance.

The following certifications and provisions may be required and apply when 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 as detailed in the terms of the contract.

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

(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 Executive Office of the President Office of Management and Budget (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. If at any time during the term of an award the offeror or its principals becomes debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation by any federal department or agency, the offeror will notify the Participating 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.

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 JB 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 JB Initials of Authorized Representative of offeror

CERTIFICATION OF COMPLIANCE WITH BUY AMERICA PROVISIONS

To the extent offeror is notified that purchases are made with Federal Highway Administration, Federal Railroad Administration, or Federal Transit Administration funds, offeror certifies that it will supply only those products that 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. Offeror supplies a broad product offering which includes specific Buy America Act compliant products.

Does offeror agree? YES JB 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 documents, papers, or other records of offeror that are 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 JB 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 JB 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: Safco Products Co.

Address, City, State, and Zip Code: _____

Phone Number: _____ Fax Number: _____

Printed Name and Title of Authorized Representative: Ronda Bayer, Vice President, General Counsel & Secretary

Email Address: rondabayer@libertydiversified.com

Signature of Authorized Representative: Ronda Bayer Date: 12/6/19

EXHIBIT G
NEW JERSEY BUSINESS COMPLIANCE

NEW JERSEY BUSINESS COMPLIANCE

Suppliers intending to do business in the State of New Jersey must comply with policies and procedures required under New Jersey statutes. All offerors submitting proposals must complete the following forms specific to the State of New Jersey. Completed forms should be submitted with the offeror's response to the RFP. Failure to complete the New Jersey packet will impact OMNIA Partners, Public Sector's ability to promote the Master Agreement in the State of New Jersey.

- DOC #1 Ownership Disclosure Form
- DOC #2 Non-Collusion Affidavit
- DOC #3 Affirmative Action Affidavit
- DOC #4 Political Contribution Disclosure Form
- DOC #5 Stockholder Disclosure Certification
- DOC #6 Certification of Non-Involvement in Prohibited Activities in Iran
- DOC #7 New Jersey Business Registration Certificate

New Jersey suppliers are required to comply with the following New Jersey statutes when applicable:

- all anti-discrimination laws, including those contained in N.J.S.A. 10:2-1 through N.J.S.A. 10:2-14, N.J.S.A. 10:5-1, and N.J.S.A. 10:5-31 through 10:5-38;
- Prevailing Wage Act, N.J.S.A. 34:11-56.26, for all contracts within the contemplation of the Act;
- Public Works Contractor Registration Act, N.J.S.A. 34:11-56.26; and
- Bid and Performance Security, as required by the applicable municipal or state statutes.

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: Safco Products Co
Street: 9300 W Research Center Rd
City, State, Zip Code: New Hope, NJ 55428

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 Rick Stanley, an authorized representative of Safco Products Co, 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
Liberty Diversified	5600 N Hwy 169 Minneapolis, MN	55428 100%
LOI is a family owned business		

I further certify that the statements and information contained herein, are complete and correct to the best of my knowledge and belief.

Date

Rick Stanley President

Authorized Signature and Title

NON-COLLUSION AFFIDAVIT

Company Name: Safco Products CoStreet: 9300 W Research Center RdCity, State, Zip Code: New Hope, MN 55428State of MNCounty of HennepinI, Rick Stanley of
the City of New Hope
Name Cityin the County of Hennepin, State of
MN

of full age, being duly sworn according to law on my oath depose and say that:

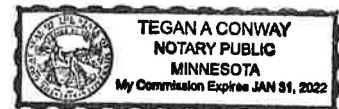
I am the President of the firm of
Safco Products Co.
Title Company Name

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

Safco Products Co.
Company NameRick Stanley President, Safco Products
Authorized Signature & Title

Subscribed and sworn before me

this 5 day of December, 2019Tegan Conway
Notary Public of Minnesota
My commission expires Jan 31, 2022

SEAL

AFFIRMATIVE ACTION AFFIDAVIT
(P.L. 1975, C.127)

Company Name: Safco Products Co
Street: 9300 W Research Center Rd
City, State, Zip Code: New Hope, MN 55428

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) X

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.

12/5/19

Date

Paul Stoly, Safco Products

Authorized Signature and Title

**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.

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).

A handwritten signature in blue ink, reading "Rank Stulzy", is positioned above a horizontal line.

Signature of Procurement Agent

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 41-0911459		2. TYPE OF BUSINESS <input type="checkbox"/> 1. MFG <input type="checkbox"/> 2. SERVICE <input checked="" type="checkbox"/> 3. WHOLESALE <input type="checkbox"/> 4. RETAIL <input type="checkbox"/> 5. OTHER		3. TOTAL NO. EMPLOYEES IN THE ENTIRE COMPANY 300	
4. COMPANY NAME Safo Products Co.					
5. STREET 5600 N. Highway 169		CITY Minneapolis	COUNTY Hennepin	STATE MN	ZIP CODE 55428
6. NAME OF PARENT OR AFFILIATED COMPANY (IF NONE, SO INDICATE) Liberty Diversified			CITY Minneapolis	STATE MN	ZIP CODE 55428
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 0					
9. TOTAL NUMBER OF EMPLOYEES AT ESTABLISHMENT WHICH HAS BEEN AWARDED THE CONTRACT 120					10. PUBLIC AGENCY AWARDED CONTRACT
Region 4 ESC		CITY Houston	COUNTY Harris	STATE TX	ZIP CODE 77092
Official Use Only		DATE RECEIVED	INAUG. DATE	ASSIGNED CERTIFICATION NUMBER	

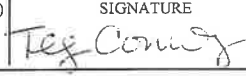
SECTION B - EMPLOYMENT DATA

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	27	11	16	0	0	0	1	10	0	1	0	0	15
Professionals	9	4	5	0	0	0	0	4	0	0	0	0	5
Technicians	1	1	0	0	0	0	0	1	0	0	0	0	0
Sales Workers	14	8	6	0	0	0	0	8	0	0	0	0	6
Office & Clerical	68	22	46	1	0	0	0	21	6	0	0	2	38
Craftworkers (Skilled)	0	0	0	0	0	0	0	0	0	0	0	0	0
Operatives (Semi-skilled)	1	1	0	1	0	0	0	0	0	0	0	0	0
Laborers (Unskilled)	0	0	0	0	0	0	0	0	0	0	0	0	0
Service Workers	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL	120	47	73	2	0	0	1	44	6	1	0	2	64
Total employment From previous Report (if any)	81	31	50	1	0	0	0	30	2	1	0	3	44
Temporary & Part-Time Employees	The data below shall NOT be included in the figures for the appropriate categories above.												
	0	3	2	0	0	0	0	3	0	0	0	0	2

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 checked="" type="checkbox"/>	15. IF NO, DATE LAST REPORT SUBMITTED MO. DAY YEAR 11 15 2016
13. DATES OF PAYROLL PERIOD USED From: 11/18/2019 To: 11/29/2019			

SECTION C - SIGNATURE AND IDENTIFICATION

16. NAME OF PERSON COMPLETING FORM (Print or Type) Tegan Conway		SIGNATURE 	TITLE Paralegal	DATE MO DAY YEAR 12 6 19
17. ADDRESS NO. & STREET 5600 N. Highway 169	CITY Minneapolis	COUNTY Hennepin	STATE MN	ZIP CODE 55428
PHONE (AREA CODE, NO., EXTENSION) 763 - 536 - 6619				

Contractor Affidavit under O.C.G.A. § 13-10-91(b)(1)

The undersigned contractor ("Contractor") executes this Affidavit to comply with O.C.G.A. § 13-10-91 related to any contract to which Contractor is a party that is subject to O.C.G.A. § 13-10-91 and hereby verifies its compliance with O.C.G.A. § 13-10-91, attesting as follows:

- a) The Contractor has registered with, is authorized to use and uses the federal work authorization program commonly known as E-Verify, or any subsequent replacement program;
- b) The Contractor will continue to use the federal work authorization program throughout the contract period, including any renewal or extension thereof;
- c) The Contractor will notify the public employer in the event the Contractor ceases to utilize the federal work authorization program during the contract period, including renewals or extensions thereof;
- d) The Contractor understands that ceasing to utilize the federal work authorization program constitutes a material breach of Contract;
- e) The Contractor will contract for the performance of services in satisfaction of such contract only with subcontractors who present an affidavit to the Contractor with the information required by O.C.G.A. § 13-10-91(a), (b), and (c);
- f) The Contractor acknowledges and agrees that this Affidavit shall be incorporated into any contract(s) subject to the provisions of O.C.G.A. § 13-10-91 for the project listed below to which Contractor is a party after the date hereof without further action or consent by Contractor; and
- g) Contractor acknowledges its responsibility to submit copies of any affidavits, drivers' licenses, and identification cards required pursuant to O.C.G.A. § 13-10-91 to the public employer within five business days of receipt.

194994
Federal Work Authorization User Identification Number

3/4/2009
Date of Authorization

Safro Products Co.
Name of Contractor

Region 4 ESC
Name of Project

Region 4 ESC
Name of Public Employer

I hereby declare under penalty of perjury that the foregoing is true and correct.

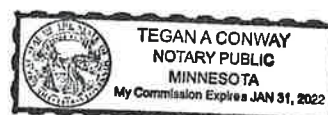
Executed on Dec 6, 2019 in New Hope (city), MN (state).

Rick Stanley
Signature of Authorized Officer or Agent

Rick Stanley, President
Printed Name and Title of Authorized Officer or Agent

SUBSCRIBED AND SWORN BEFORE ME
ON THIS THE 6 DAY OF Dec, 2019.

Tegan Conway
NOTARY PUBLIC
My Commission Expires: 11/31/22



E-VERIFY AND PRIVATE EMPLOYER AFFIDAVIT

Pursuant To O.C.G.A. § 36-60-6(d)

By executing this affidavit, the undersigned private employer verifies one of the following with respect to its application for an occupational tax certificate, alcohol license, or other document required to operate a business as referenced in O.C.G.A. § 36-60-6(d):

Business Name: _____

SECTION 1 (Choose ONE of the following)

- (A) ☐ On January 1 of the below-signed year, the individual, firm, or corporation employed **ten (10) or less employees.** (Proceed to Section 3)
- (B) ☐ On January 1 of the below-signed year, the individual, firm, or corporation employed **more than ten (10) employees** and has registered with the E-Verify program. (Proceed to Section 2)

SECTION 2

The employer has registered with and utilizes the Federal Work Authorization program commonly known as E-Verify, in accordance with the applicable provisions and deadlines established in O.C.G.A. §36-60-6. The undersigned private employer also attests that its E-Verify number and date of authorization are as follows:

E-Verify Number: 194994

Date of Authorization: 3/4/2009 (Proceed to Section 3)

SECTION 3

I hereby declare under penalty of perjury that the foregoing is true and correct.

Executed on December 6, 2019 in New Hope (city), MN (state)

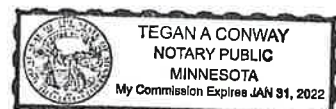
Printed Name of Authorized Officer or Agent: Rich Stanley

Title of Authorized Officer or Agent: President

Signature of Authorized Officer or Agent: Rich Stanley

SUBSCRIBED AND SWORN BEFORE ME
ON THIS THE 6 DAY OF December, 2019

Tegan Conway
NOTARY PUBLIC
My Commission Expires: 1/31/22



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.

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.**

* 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."

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.**

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.

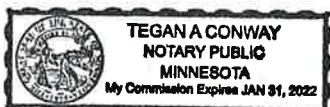
OR

☐ 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: <u>Liberty Diversified International</u>	Name:
Home Address: <u>5600 N Hwy 169</u> <u>Minneapolis, MN 55428</u>	Home Address:
Name:	Name:
Home Address:	Home Address:
Name:	Name:
Home Address:	Home Address:

<u>Teg Conway</u> Subscribed and sworn before me this <u>5</u> day of <u>December, 2019</u> (Notary Public) My Commission expires: <u>1/31/22</u>	<u>Paul St. G.</u> (Affiant) _____ (Print name & title of affiant) _____ (Corporate Seal)
---	--



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.

**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):

Rick Stanley

Signature:

Rick Stanley

Title:

President

Date:

12/5/19

**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:

SAFCO PRODUCTS COMPANY

Trade Name:**Address:**5600 NORTH HIGHWAY 169
NEW HOPE, MN 55420**Certificate Number:**

0851201

Effective Date:

May 11, 1998

Date of Issuance:

December 06, 2019

For Office Use Only:

20191206175711599

EXHIBIT H

ADVERTISING COMPLIANCE REQUIREMENT

Pursuant to certain state notice provisions, including but not limited to Oregon Revised Statutes Chapter 279A.220, the following public agencies and political subdivisions of the referenced public agencies are eligible to register with OMNIA Partners, Public Sector and access the Master Agreement contract award made pursuant to this solicitation, and are hereby given notice of the foregoing request for proposals for purposes of complying with the procedural requirements of said statutes:

Nationwide:

State of Alabama	State of Hawaii	State of Massachusetts	State of New Mexico	State of South Dakota
State of Alaska	State of Idaho	State of Michigan	State of New York	State of Tennessee
State of Arizona	State of Illinois	State of Minnesota	State of North Carolina	State of Texas
State of Arkansas	State of Indiana	State of Mississippi	State of North Dakota	State of Utah
State of California	State of Iowa	State of Missouri	State of Ohio	State of Vermont
State of Colorado	State of Kansas	State of Montana	State of Oklahoma	State of Virginia
State of Connecticut	State of Kentucky	State of Nebraska	State of Oregon	State of Washington
State of Delaware	State of Louisiana	State of Nevada	State of Pennsylvania	State of West Virginia
State of Florida	State of Maine	State of New Hampshire	State of Rhode Island	State of Wisconsin
State of Georgia	State of Maryland	State of New Jersey	State of South Carolina	State of Wyoming
District of Columbia				

Lists of political subdivisions and local governments in the above referenced states / districts may be found at http://www.usa.gov/Agencies/State_and_Territories.shtml and <https://www.usa.gov/local-governments>.

Certain Public Agencies and Political Subdivisions:

c) Qualification and Experience (20 Points)

i. Provide a brief history of the Offeror, including year it was established and corporate office location.

Safco® Products has over 50 years of experience as a leading, mid-market manufacturer of office furniture, ancillary products and K12 educational solutions. In 1966, Safco began as a manufacturer of corrugated products for the office, but production soon evolved to include steel files, carts, trash receptacles and industrial seating. Over the years, we have continued to expand our catalog. Through thoughtful design, development and acquisition, Safco now offers an extensive product line that reaches all the way across the workplace from the front office to the warehouse.

In 2016, we acquired Focal Upright™ and the Mayline® Company, The Focal product line expanded our footprint of active working solutions allowing us to create a collection around movement-based workplace solutions. The Safco Active Collection consists of a variety of desks, seating and ancillary products designed to help keep workers more active throughout their workday.

The Mayline acquisition provided Safco the opportunity to broaden our manufacturing capabilities and custom product assortment. Casegoods, high density storage, mailroom furniture and TechWorks® Workstations have enabled Safco to provide a more comprehensive selection of products to our customers.

Learn by Safco® was launched in 2019 as a way to better serve customers in the K12 education marketplace. Our focus on the education market allows us to intentionally enhance our products based on today's learning environments. Flexible seating, mobility and multifunctional products are designed to enhance every educational environment from the classroom to the principal's office - and everywhere in between.

Safco continues to grow and diversify our product line to meet the changing needs of work and education spaces. Our vast assortment of seating, tables, organizational and storage products, trash and recycling receptacles, and custom options allow Safco products to be part of every workspace solution.

Safco is privately held, part of the Liberty Diversified International (LDI) family of companies.

LOI is a family owned company with over 100 years of experience in corrugated paper and packaging, and office solutions.

ii. Describe Offeror's reputation in the marketplace.

Safco has been in business for over 55 years, is financially stable, and has a significant presence in the contract furniture market, business products market, office furniture catalogs, and ecommerce space. We have an excellent reputation and are proud of our business relationships with several major commercial customers such as Toyota, Boeing, Amazon, Comcast, Google, Home Depot, and Dick's Sporting Goods. We also have a significant presence in the government market with a GSA contract servicing the military and the FBI, and over 20 current and active state contracts. In 2019, we received the Independent Stationers Contract award for Top 5 Manufacturer and the Ergo Expo Attendees Choice Award.

iii. Describe Offeror's reputation of products and services in the marketplace.

Safco is known for our durable, high quality manufactured products, which include many produced for niche categories like high-density storage, meeting and training, shipping and mailroom, and technical workbenches. Our experience in these areas makes us a valuable partner in creating collaborative and space-saving designs. Safco's case goods are easy to assemble and configure, and our line of quick ship products provides fast, convenient solutions. As a full line provider with a wide selection of products, Safco can be a single source solution for all furniture needs. We offer products for every workspace from individual/private offices to open plan environments – including benching applications – to collaborative spaces that promote conversation and brainstorming. Our customers appreciate the custom and configurable options within our product lines as well, which offer them the opportunity to tailor aspects of our products to suit the specific needs of their space, and customers can also take advantage of our space planning services. Using surveys and client-supplied floor plans, our team of space planning experts provide workspace and storage solution designs that can incorporate anything from our full catalog of products, from large office suites all the way down to small desktop accessories. Plus, our design renderings will show just how Safco products fit into the space, adding colors and textures so customers can see what their new environment will look like. Our customer service is routinely named among the best in the industry, and our strong commitment to our customers' satisfaction is evident. In 2016 and 2019, we received the Ideal Award for Best Overall Value. In 2018, we received the Ideal Award for Most Innovative Product.

iv. Describe the experience and qualification of key employees.

Attached to Tab 4

v. Describe Offeror's experience working with the government sector.

Safco has been awarded a GSA contract since 2011 and is currently managing over 20 active state contract awards as well.

vi. Describe past litigation, bankruptcy, reorganization, state investigations of entity or current officers and directors.

Safco is involved in litigation from time to time that arises in the ordinary course of business. Safco has not filed or been involved in any bankruptcy during its more than fifty years in business.

vii. Provide a minimum of 10 customer references relating to the products and services within this RFP. Include entity name, contact name and title, contact phone and email, city, state, years serviced, description of services and annual volume.

Attached to Tab 4

viii. Provide any additional information relevant to this section.

Safco has no additional information to provide.



Key Employee Qualifications and Experience

State / Local Contract Sales Manager

- Register online annually for contract bid notification
- Make decisions on every bid to determine risk and reward
- Add and delete dealers per contract limitations and requirements
- Add and delete product from active contracts
- Submit request for price increases on all active contracts following a commercial increase
- Contract renewals and extensions
- Annual electronic update for certification of insurance requests
- Conference calls when necessary for information or disputes
- Navigate the web, looking for new contract opportunities
- Determine market strategy for underperforming contracts
- Prepare bids and negotiate contract terms on discount, freight, commission, accessorial charges, return charges, warranty extensions, and any terms unlike commercial terms and conditions
- Evaluate tier discounting using cost analysis
- Track sales and losses for continuous improvement
- Training on processes for internal staff
- Minority Report card
- Provide product for competitive bid quote directly for end user
- Update and maintain electronic excel price lists with contract specific information
- Manage pricing plans in JDE
- Create a sheet to communicate terms and conditions for each contract to use in the field
- Complete electronic vendor registration forms
- Report sales for admin fee (vendor portal) through provided web or email
- Submit check request by deadline

State Sales Support, Admin, Customer Service

- Provide detailed support to the field and external dealers
- Prioritize and respond to emails
- Warranty
- Edit orders
- Calculate and pay commissions
- Returns when necessary/credits when necessary
- Set up new accounts and update old accounts when necessary
- Follow up with special non-dock end users
- Resolve pending discrepancies
- Download sales, create excel spreadsheet
- Provide quotes using contract pricing
- Help manage large projects
- Enter Orders using contract terms sheets
- Submit requests for new account set up
- Acknowledge all end user orders to dealer of record

Senior Marketing Manager

- Penetrate market channels effectively to meet objectives via knowledge and strategic planning and deployment
- Transform keen understanding of all communication mediums into plan that drives revenue optimization by channel, consumer segment, and vertical
- Transfer industry expertise into sound go-to-market strategies & executional plan
- Lead for Strategic Initiatives
- Development of the comprehensive marketing strategy as well as specific plans for all channels served; contract, ecommerce, other (mega/wholesale)
- Develop and manage strong partnership with sales leadership; travel into field at minimum 1x/quarter.
- Assess, understand, and communicate future market shifts - be the expert for the organization
- Leadership of market team pillar; 5-year market plan, strategy work, & overall growth plan as well as oversight of the execution of the same
- Bachelor's degree minimum.
- 10+ years of experience within a Marketing Manager role
- Leadership experience to include project management

Team Competencies/Talents/Personal Attributes (Note: Take from LDI Values in Practice Leading Self/Others/Business & Function):

- Care - Strong aptitude for cross functional awareness, alignment and agreement
 - Innovation - Ability to identify and articulate the unseen opportunities for growth
 - Trust - Natural giver of trust; inherent recipient of confidence
 - Excellence - Instinctively driven to be the best in every aspect possible
- Position Summary:

Include entity name: Washington and Lee University
Contact name and title: Truman Payne, Facilities Planner
Contact phone 540-458-8361
Contact email: tpayne@wlu.edu
City, State: Lexington, VA
Years serviced: Multiple Systems purchased 8+ years to recently purchased and installed system in June 2019.
Description of services: Mobile 1000 Storage system for books, volumes, archives
Annual volume: \$692,062 in 2019

Include entity name: Texas State Technical College
Contact name and title: Adan Alvarez, Senior Project Manager
Contact phone: 540-458-8361
Contact email: adan.alvarez@harlingen.tstc.edu
City, state: Edinburg, TX
Years serviced: 5
Description of services: 4 phases of projects over 5 years E5, Training Tables, Casegoods, Seating, Storage
Annual volume: \$367,962 for 2018 and 28,184 for 2019

Include entity name: Bronx District Attorney's Office
Contact name and title: Peter Kennedy, Assistant DA.
Contact phone: 718-838-7269
Contact email: Kennedyp@bronxda.ny.gov
City, State: Bronx, NY City, NY
Years serviced: 1 year
Description of services: TechWorks/Technical Workbenching Furniture and 4-Post Shelving
Annual Sales: 76,278 in 2018

Include entity name: University of SC at Upstate
Contact name and title: Freda Davison, Dean of the Library
Contact phone 864-503-5610
Contact email: fdavison@uscupstate.edu
City, State: Spartanburg, SC
Years serviced: 2
Description of services: Mobile 1000 Storage system for books, volumes, archives
Annual Sales: \$197,460 in 2018 and \$134,295 in 2019

Include entity name: Concordia Seminary, Library
Contact name and title: Eric Stancliff, Assistant Director of Library Services
Contact phone 314-505-7033
Contact email: stancliffe@csl.edu
City, State: St. Louis, MO
Years serviced: Multiple M1000 and 4-post shelving systems purchased in 2017 and installed in 2018.
Description of services: Mobile 1000 Storage system for books, volumes, archives
Annual Sales: \$73,501 in 2018

Include entity name: City of Philadelphia Department of Records
Contact name and title: Joshua Blay, Registrar and Collections Manager

Contact phone: 215-685-9404
Contact email: joshua.blay@phila.gov
City, state: Philadelphia, PA
Years serviced: 1
Description of services: Flat Files
Annual volume: \$117,000 in 2018

Include entity name: LA County Superior Court
Contact name and title: Hovig Bodozian, Project Manager
Contact phone: 626-471-7686
Contact email: HBodozian@lacourt.org
City, state: Los Angeles, CA
Years serviced: 3
Description of services: Casegoods, Seating, Height Adjustable Tables
Annual volume: \$250,000 in 2018 and \$100,000 in 2019

Include entity name: Bexar County Auditor
Contact name and title: Jonathan Nanes, Bexar County Juvenile Probation
Contact phone: 210-335-1846
Contact email: jnanes@bexar.org
City, state: San Antonio, TX
Years serviced: 3
Description of services: Seating, Lounge, Casegoods, and Mailroom
Annual volume: \$35,121 in 2018 and \$74,776 in 2019

Include entity name: Kern County Aging and Adult Services
Contact name and title: Michele Timmerman Program Coordinator
Contact phone 661.868.1054
Contact email: timmermanm@kerncounty.com
City, State: Bakersfield, CA
Years serviced: 1
Description of services: Mobile 1000 Filing System installed in July 2019
Annual Sales: \$30,079 in 2019

Include entity name: Department of Child Safety
Contact name and title: Gary Coley, Real Estate Manager
Contact phone: 602.255.2784
Contact email: Gary.Coley@AZDCS.GOV
City, state: Phoenix, AZ
Years serviced: 5
Description of services: Meeting and Training, Mailroom, and Filing and Storage
Annual volume: 126,633 in 2019



Value Add

Balance of Line product: These categories are ancillary categories that fit in the related products category, and add value to Safco's customers.

Ergonomic and Active Products: Our line of ergonomic and active products allows users to keep moving and comfortable throughout their workday. With a variety of options, every worker can have a more relaxing and active way to work.

Waste Receptacles: Our extensive line of waste and recycling receptacles can help keep any work environment clean. Safco has indoor/outdoor trash cans, under-desk wastebaskets, large- capacity trash and recycling centers, customizable options, and more to fit every waste need.

Facilities: Safco has the products to help you do the heavy lifting. Our line of hand trucks, platform trucks and dollies can easily move large and heavy items across the work environment.

Safco is a sole source solution:

Safco is known for our durable, high quality manufactured products, which include many produced for niche categories like high-density storage, meeting and training, shipping and mailroom, and technical workbenches. Our experience in these areas makes us a valuable partner in creating collaborative and space-saving designs. Safco's case goods are easy to assemble and configure, and our line of quick ship products provides fast, convenient solutions. As a full line provider with a wide selection of products, Safco can be a single source solution for all furniture needs. We offer products for every workspace from individual/private offices to open plan environments – including benching applications – to collaborative spaces that promote conversation and brainstorming. Our customers appreciate the custom and configurable options within our product lines as well, which offer them the opportunity to tailor aspects of our products to suit the specific needs of their space, and customers can also take advantage of our space planning services.

Space Planning Services:

Safco offers Space Planning. Our team of space planning experts provide workspace and storage solution designs that include our entire product offering, right down to every last mesh organizer. We offer individual/private office and open plan spaces including benching applications, as well as collaborative space ideal, for conversation and brainstorming. Our online or printable surveys and our "how to" guides will direct dealer and users to provide the necessary details, allowing our space planners to create tailored solutions. Our design renderings showcase how Safco products will fit into their space and bring in color and textures so they can see what the planned space will look like.

Cutting Edge Manufacturing Facility:

Safco has made technological advances through the use of our new, state of the art manufacturing facility. Our cutting edge machines include a new automated panel bender, new automated laser cutter, and new powder coat paint process.

Past Experience:

Safco is not new to public sector business, as we previously held the Omnia_NIPA contract. I was the contract manager that bid that contract for legacy Mayline, before Safco purchased the assets of Mayline. My position requirement was to grow contract sales, but I needed a solution for states with no state contract options, to fill in the gaps for states with limited product categories on their contract, and a contract that would satisfy the "3 bid" rule, as an alternative to formal bidding. It had to be a competitively bid contract that allowed education, non-profit, municipalities, and state agencies to purchase quality product at a competitive price. We found it with Omnia_NIPA and reassigned the contract to Safco during the acquisition 3 years ago. We started out slow, but every year since then, we have seen growth in this contract, making it our largest national cooperative purchasing contract, with annual sales reaching \$1.6 million. The future is bright. We have several projects on the horizon, and many dealers that have standardized on the previous Omnia_NIPA contract, look forward to continuing the relationships that are already in place. Safco looks forward to increasing our market share through company dedication, and variety of eye catching marketing materials.



Marketing Plan:

Safco will promote the use of this contract for the public sector and within our K12 education initiative. We will host a webinar for our national sales team and rep groups. Presentation materials such as slides and talking points will be distributed to further enhance their training. Emails with updated terms and conditions will be distributed among the authorized dealer network.

Safco will create a co-branded press release sent for publication to: Business of Furniture, Workplace Furniture, OPI, Educational Dealer and Independent Dealer Magazines. It will also be published on the Safco website. We advertise monthly in these publications as well.

Safco will create an internal Omnia website, linked to the Omnia Partners landing page and keep it updated with approved authorized dealers, product additions and price increases.

Safco will co-brand existing brochures and marketing materials to support the Master Agreement. These will be distributed via our rep groups, email and dealer database, and at trade shows. They will be linked via the OMNIA Partners landing page on the website.

Safco is committed to continuing to attend trade shows, or providing the samples and marketing materials so one of our authorized dealers can represent our product and contract at the shows. We have already reserved a booth at the NIGP Annual Forum in the Omnia section. This will be our third consecutive year participating. Safco will adequately staff all trade show booths and provide emails and banners to support the forum, and co-branded marketing materials.

Marketing Tools:

Safco® Products will create a variety of marketing tools to support this contract.

Our activities include, but are not limited to:

Dedicated overview landing page with:

- o Logo
- o Link to Omnia website
- o Summary of contract and services offered
- o Due Diligence Documents: copy of solicitation, copy of contract and any amendments, marketing materials

Devoted product page

Co-branded Press Release PDF

Digital/printed flyer focused on the contract opportunities

Co-branded brochures, sell sheets and other flyers (digital and print) to participate in a variety of trade shows

Webinars to our sales force

PPT slide(s) describing the contract opportunities

Presentation at our annual Principal's meeting

At this time we are creating a PIM (product information management) system for easy retrieval of product data, creating a modern platform for our company website, and adding a rep portal, due to be completed in Jan 2020. This is added value to the customer because information on our website will be easy to navigate.

ACKNOWLEDGMENT AND ACCEPTANCE
OF REGION 4 ESC's OPEN RECORDS POLICY

OPEN RECORDS POLICY

All proposals, information and documents submitted are subject to the Public Information Act requirements governed by the State of Texas once a Contract(s) is executed. If an Offeror believes its response, or parts of its response, may be exempted from disclosure, the Offeror must specify page-by-page and line-by-line the parts of the response, which it believes, are exempt and include detailed reasons to substantiate the exemption. Price is not confidential and will not be withheld. Any unmarked information will be considered public information and released, if requested under the Public Information Act.

The determination of whether information is confidential and not subject to disclosure is the duty of the Office of Attorney General (OAG). Region 4 ESC must provide the OAG sufficient information to render an opinion and therefore, vague and general claims to confidentiality by the Offeror are not acceptable. Region 4 ESC must comply with the opinions of the OAG. Region 4 ESC assumes no responsibility for asserting legal arguments on behalf of any Offeror. Offeror is advised to consult with their legal counsel concerning disclosure issues resulting from this procurement process and to take precautions to safeguard trade secrets and other proprietary information.

Signature below certifies complete acceptance of Region 4 ESC's Open Records Policy, except as noted below (additional pages may be attached, if necessary).

Check one of the following responses to the Acknowledgment and Acceptance of Region 4 ESC's Open Records Policy below:

- ☒ We acknowledge Region 4 ESC's Open Records Policy and declare that no information submitted with this proposal, or any part of our proposal, is exempt from disclosure under the Public Information Act.
- ☐ We declare the following information to be a trade secret or proprietary and exempt from disclosure under the Public Information Act.

(Note: Offeror must specify page-by-page and line-by-line the parts of the response, which it believes, are exempt. In addition, Offeror must include detailed reasons to substantiate the exemption(s). Price is not confidential and will not be withheld. All information believed to be a trade secret or proprietary must be listed. It is further understood that failure to identify such information, in strict accordance with the instructions, will result in that information being considered public information and released, if requested under the Public Information Act.)

Date

12/5/19

Auth. Sign. President Sefu Products
Authorized Signature & Title

ANTITRUST CERTIFICATION STATEMENTS
(Tex. Government Code § 2155.005)
Attorney General Form

I affirm under penalty of perjury of the laws of the State of Texas that:

1. I am duly authorized to execute this Contract on my own behalf or on behalf of the company, corporation, firm, partnership or individual (Company) listed below;
2. In connection with this proposal, neither I nor any representative of the Company has violated any provision of the Texas Free Enterprise and Antitrust Act, Tex. Bus. & Comm. Code Chapter 15;
3. In connection with this proposal, neither I nor any representative of the Company has violated any federal antitrust law; and
4. Neither I nor any representative of the Company has directly or indirectly communicated any of the contents of this proposal to a competitor of the Company or any other company, corporation, firm, partnership or individual engaged in the same line of business as the Company.

Company

SafcoProductsCo.

Contact

Rick Stanley

Signature

Rick Stanley

Printed Name

President

Position with Company

Address

9300 W Research

Center Rd

New Hope, MN 55428

**Official
Authorizing
Proposal**

Signature

Printed Name

Position with Company

Phone

763-536-6700

Fax

N/A

Implementation of House Bill 1295

Certificate of Interested Parties (Form 1295):

In 2015, the Texas Legislature adopted House Bill 1295, which added section 2252.908 of the Government Code. The law states that a governmental entity or state agency may not enter into certain contracts with a business entity unless the business entity submits a disclosure of interested parties to the governmental entity or state agency at the time the business entity submits the signed contract to the governmental entity or state agency. The law applies only to a contract of a governmental entity or state agency that either (1) requires an action or vote by the governing body of the entity or agency before the contract may be signed or (2) has a value of at least \$1 million. The disclosure requirement applies to a contract entered into on or after January 1, 2016.

The Texas Ethics Commission was required to adopt rules necessary to implement that law, prescribe the disclosure of interested parties form, and post a copy of the form on the commission's website. The commission adopted the Certificate of Interested Parties form (Form 1295) on October 5, 2015. The commission also adopted new rules (Chapter 46) on November 30, 2015, to implement the law. The commission does not have any additional authority to enforce or interpret House Bill 1295.

Filing Process:

Starting on January 1, 2016, the commission made available on its website a new filing application that must be used to file Form 1295. A business entity must use the application to enter the required information on Form 1295 and print a copy of the completed form, which will include a certification of filing that will contain a unique certification number. An authorized agent of the business entity must sign the printed copy of the form. The completed Form 1295 with the certification of filing must be filed with the governmental body or state agency with which the business entity is entering into the contract.

The governmental entity or state agency must notify the commission, using the commission's filing application, of the receipt of the filed Form 1295 with the certification of filing not later than the 30th day after the date the contract binds all parties to the contract. This process is known as acknowledging the certificate. The commission will post the acknowledged Form 1295 to its website within seven business days after receiving notice from the governmental entity or state agency. The posted acknowledged form does not contain the declaration of signature information provided by the business.

A certificate will stay in the pending state until it is acknowledged by the governmental agency. Only acknowledged certificates are posted to the commission's website.

Electronic Filing Application:

https://www.ethics.state.tx.us/whatsnew/elf_info_form1295.htm

Frequently Asked Questions:

https://www.ethics.state.tx.us/resources/FAQs/FAQ_Form1295.php

Changes to Form 1295: <https://www.ethics.state.tx.us/data/filinginfo/1295Changes.pdf>

CERTIFICATE OF INTERESTED PARTIES

FORM 1295

1 of 1

Complete Nos. 1 - 4 and 6 if there are interested parties.
Complete Nos. 1, 2, 3, 5, and 6 if there are no interested parties.

OFFICE USE ONLY CERTIFICATION OF FILING

1 Name of business entity filing form, and the city, state and country of the business entity's place of business.

Safco Products Co.
Minneapolis, MN United States

Certificate Number:
2019-567556

Date Filed:
12/06/2019

2 Name of governmental entity or state agency that is a party to the contract for which the form is being filed.

Region 4 ESC

Date Acknowledged:

3 Provide the identification number used by the governmental entity or state agency to track or identify the contract, and provide a description of the services, goods, or other property to be provided under the contract.

19-18
Furniture, installation and related services

4	Name of Interested Party	City, State, Country (place of business)	Nature of interest (check applicable)	
			Controlling	Intermediary
	Homan, Matthew	Minneapolis, MN United States	X	
	Lenzen, David	Minneapolis, MN United States	X	
	Fiterman, Michael	Minneapolis, MN United States	X	
	Liberty Diversified International, Inc.	Minneapolis, MN United States	X	

5 Check only if there is NO Interested Party.

☐

6 UNSWORN DECLARATION

My name is _____, and my date of birth is _____.

My address is _____, _____, _____, _____, _____.
(street) (city) (state) (zip code) (country)

I declare under penalty of perjury that the foregoing is true and correct.

Executed in _____ County, State of _____, on the _____ day of _____, 20____.
(month) (year)

Signature of authorized agent of contracting business entity
(Declarant)

Texas Government Code 2270 Verification Form

House Bill 89 (85R Legislative Session), which adds Chapter 2270 to the Texas Government Code, provides that a governmental entity may not enter into a contract with a company without verification that the contracting vendor does not and will not boycott Israel during the term of the contract.

Furthermore, Senate Bill 252 (85R Legislative Session), which amends Chapter 2252 of the Texas Government Code to add Subchapter F, prohibits contracting with a company engaged in business with Iran, Sudan or a foreign terrorist organization identified on a list prepared by the Texas Comptroller.

I, Rick Stanley, as an authorized representative of

Safco Products Co., a contractor engaged by

Insert Name of Company

Region 4 Education Service Center, 7145 West Tidwell Road, Houston, TX 77092, verify by this writing that the above-named company affirms that it (1) does not boycott Israel; and (2) will not boycott Israel during the term of this contract, or any contract with the above-named Texas governmental entity in the future.

Also, our company is not listed on and we do not do business with companies that are on the Texas Comptroller of Public Accounts list of Designated Foreign Terrorists Organizations found at <https://comptroller.texas.gov/purchasing/docs/foreign-terrorist.pdf>.

I further affirm that if our company's position on this issue is reversed and this affirmation is no longer valid, that the above-named Texas governmental entity will be notified in writing within one (1) business day and we understand that our company's failure to affirm and comply with the requirements of Texas Government Code 2270 et seq. shall be grounds for immediate contract termination without penalty to the above-named Texas governmental entity.

I swear and affirm that the above is true and correct.

Rick Stanley
Signature of Named Authorized Company Representative

12/5/19
Date

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 any 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 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.

3. The undersigned 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.

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 imposed 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.

The Contractor, Safco Products Co., certifies or affirms the truthfulness and accuracy of each statement of its certification and disclosure, if any. In addition, the Contractor understands and agrees that the provisions of 31 U.S.C. § 3801 et seq., apply to this certification and disclosure, if any.

Rick Stanley

Signature of Contractor's Authorized Official

Rick Stanley, President

Name and Title of Contractor's Authorized Official

12/5/19

Date"

Offeror agrees to comply with all terms and conditions outlined in the Special Conditions section of this solicitation.

Offeror's Name: Safco Products Co.

Address, City, State, and Zip Code: 9300 W Research Center Rd
New Hope, MN 55428

Phone Number: 763-536-6700 Fax Number: N/A

Printed Name and Title of Authorized Representative: Rick Stanley, President

Email Address: rick.stanley@safcoproducts.com

Signature 12/5/19 of Authorized Representative: Rick Stanley Date:

QUESTIONNAIRE

Please provide responses to the following questions that address your company's operations, organization, structure and processes for providing products and services.

1. Diversity Programs

- Do you currently have a diversity program or any diversity partners that you do business with? ☐ Yes ☒ No
(If the answer is yes, attach a statement detailing the structure of your program, along with a list of your diversity alliances and a copy of their certifications.)

2. Diverse Vendor Certification Participation

Region 4 ESC encourages the use of under-utilized businesses (HUB), minority and women business enterprises (MWBE), and small and/or disadvantaged business enterprises (SBE) both as prime and subcontractors. Offerors shall indicate below whether or not they and/or any of their subcontractors (and if so which) hold certification in any of the classified areas and include proof of such certification with their response.

a. Minority Women Business Enterprise

Respondent certifies that this firm is an MWBE

☐ Yes ☒ No

List certifying agency: _____

b. Small Business Enterprise (SBE) or Disadvantaged Business Enterprise (DBE)

Respondent certifies that this firm is a SBE or DBE

☐ Yes ☒ No

List certifying agency: _____

c. Historically Underutilized Businesses (HUB)

Respondent certifies that this firm is a HUB

☐ Yes ☒ No

List certifying agency: _____

d. Historically Underutilized Business Zone Enterprise (HUBZone)

Respondent certifies that this firm is a HUBZone

☐ Yes ☒ No

List certifying agency: _____

e. Other

Respondent certifies that this firm is a recognized diversity certificate holder

☐ Yes ☒ No

List certifying agency: _____

3. Has Offeror made and is Offeror committed to continuing to take all affirmative steps set forth in 2 CFR 200.321 as it relates to the scope of work outlined in this solicitation? ☒ Yes ☐ No

RECEIPT OF ADDENDUM NO. 1 ACKNOWLEDGEMENT

Offeror shall acknowledge this addendum by signing below and include in their proposal response.

Company Name Safus Products Co
Contact Person Rick Stanley
Signature Rick Stanley
Date 12/5/19

Crystal Wallace
Region 4 Education Service Center
Business Operations Specialist