Division of Finance and Business Operations

Request for Proposal

and Specifications for

State Hall Renovation

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Wayne State University
Procurement & Strategic Sourcing

January 17, 2023
January 17, 2023

Dear Vendors:

**IMPORTANT – PLEASE NOTE:** Bid notices will be sent only to those Vendors registered to receive them via our Bid Opportunities Listserv service. To register, visit [http://go.wayne.edu/bids](http://go.wayne.edu/bids), and click on the “Join our Listserv” link at the top of the page. Instructions are at the top of the page, and the BIDS-FURNITURE@LISTS.WAYNE.EDU Listserv service is under “Furniture Bid Opportunities”.

Wayne State University invites you to participate in its Request for Proposal process to provide State Hall Renovation, for the Design & Construction Services, per the specifications contained herein the Request for Proposal. This service is expected to commence on July 24, 2023.

We have a bid information package complete with the Request for Proposal and complete specifications available for downloading from the University Purchasing Web Site at [http://go.wayne.edu/bids](http://go.wayne.edu/bids) (include capitalization and underscores) as of January 17, 2023. When visiting the Web Site, click on the “Furniture” link in green. Copies of the RFP will not be available at the pre-proposal meeting. If you are interested in participating in this process, please complete the WSU online registration form, to indicate your attendance at our Optional Pre-proposal meeting and your intent to submit a proposal for the services listed. The link for the registration form will be posted with the proposal details at [http://go.wayne.edu/bids](http://go.wayne.edu/bids)

To participate, it is Optional that you and/or responsible representatives of your organization attend our pre-proposal conference. For this RFP, the University offers the following Pre-Proposal Options: Virtual. The meeting will be held on January 24, 2023, 11:00 am (Eastern - Detroit Time).

Vendors who would like to participate in the pre-proposal meeting via a TEAMS Video Conference or Conference Call, may do so via the information below:

**Microsoft Teams Meeting**  
On-line or via Conference Call  
[Click here to join the meeting](#)  
Optionally - Dial in at +1 313-261-5339  
Conference ID: 408 986 132#

When Pre-proposal Meetings are Optional, a “Secret Word” will be provided at the conclusion of the meeting. In our scorecard process, nominal points will be awarded for attendance. This information will not appear in the minutes or subsequent clarifications.

We hope to see you at the Optional pre-proposal meeting. Please bring a copy of this Request for Proposal for your reference during the meeting. Should you have any questions or concerns about this invitation, please contact me at (313) 577–3720, or email: rfpteam2@wayne.edu. Thank you for your interest in doing business with Wayne State University.

Sincerely,

Valerie Kreher  
Senior Buyer

Enclosure
RFP: State Hall Renovation
for the Design & Construction Services

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I. INTRODUCTION

A. Wayne State University, founded in 1868, is committed to preparing its students to excel in a fast-paced and interconnected global society. It combines the academic excellence of a major research university with the practical experiences of an institution whose history, location and diversity make it a microcosm of the world students will enter when they graduate. The University holds the Highest Carnegie Foundation classification for research activity. It has 13 colleges and schools and offers more than 350 academic programs including bachelor’s, master’s and doctoral degrees; post-baccalaureate, graduate and specialist certificates; and three professional programs (http://wayne.edu/about/facts/).

B. Procurement & Strategic Sourcing is soliciting proposals from qualified professional organizations, hereafter referred to as VENDOR(s), who specialize in providing State Hall Renovation of superior quality, at competitive pricing, as described in the Statement of Work section of the Request for Proposal (RFP). Project must commence on or before July 24, 2023 and be completed by August 18, 2023.

This RFP outlines basic requirements as specified in the Scope of Work section of the RFP (Section III). Proposals submitted are to be in accordance with the outline and specifications contained in and are to remain in effect a minimum of 120 days from the date of submission and may be subject to further extensions as negotiated.

C. The UNIVERSITY reserves the right to accept, reject, modify, and/or negotiate any and all proposals received in conjunction with the RFP. It reserves the right to waive any defect or informality in the Proposals on the basis of what it considers to be in its best interests. Any proposal may be rejected which the UNIVERSITY determines to be incomplete, conditional, obscure, or has irregularities of any kind. The UNIVERSITY reserves the right to award to the firm, or firms, which in its sole judgment, will best serve its long-term interest.

This RFP in no manner obligates the UNIVERSITY to the eventual purchase of any products or services described, implied, or which may be proposed, until confirmed by written agreement, and may be terminated by the UNIVERSITY without penalty or obligation at any time prior to the signing of an Agreement or Purchase Order.

D. Expenses for developing and presenting proposals shall be the entire responsibility of the VENDOR and shall not be chargeable to the UNIVERSITY. All supporting documentation and manuals submitted with this proposal will become the property of the UNIVERSITY.

E. All questions concerning this Request for Proposal are to be directed to Valerie Kreher, Senior Buyer, Email; rfpteam2@wayne.edu. The deadline for questions is January 27, 2023, 12:00 noon. Under no circumstances may a VENDOR contact other individuals at the UNIVERSITY, or its consultants to discuss any aspect of this RFP, unless expressly authorized by Procurement & Strategic Sourcing to do so.

II. INFORMATION FOR VENDOR

A. General

This RFP contains requests for information. VENDORS, however, in responding to this RFP, are encouraged to provide any additional information they believe relevant. VENDORS are encouraged to examine all sections of this RFP carefully, in that the degree of interrelationship between sections is high.

B. Calendar of Events

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Questions due to Procurement & Strategic Sourcing
VENDORS
January 27, 2023 - 12 Noon

Delivery of Proposals are by electronic submission on February 6, 2023. The link for bid submission will be posted with the bid details at http://go.wayne.edu/bids.

VENDORS
February 6, 2023 by 2:00 p.m.

Evaluation of Proposals (clarifications & negotiations)
Procurement / ET
Week of End of February

Announcement of Selected VENDOR
Procurement
Week of March 2023

Readiness for Service/Contract Commencement
VENDORS
Week of July 24, 2023

Project Completion
VENDORS/ET
August 18, 2023

The UNIVERSITY will make every effort to adhere to the above schedule. It is subject however, to time extensions at the University’s discretion.

C. Optional Pre-Proposal Meeting

You may attend a Optional Pre-Proposal Meeting on as a condition for submitting a proposal. For this RFP, the University offers the following Pre-Proposal Options: Virtual

Pre-registration for the meeting is to be made on or before Noon on January 23, 2023. Please use our online registration form to confirm your attendance. The link for the registration form will be posted with the proposal details at http://go.wayne.edu/bids. The meeting will be held on January 24, 2023, 11:00 am (Eastern - Detroit Time).

Vendors who would like to participate in the pre-proposal meeting via a TEAMS Video Conference or Conference Call, may do so via the information below:

Microsoft Teams Meeting
On-line or via Conference Call
Click here to join the meeting
Optionally - Dial in at +1 313-261-5339 Conference ID: 408 986 132#

During this meeting, we will answer any questions you may have to clarify any ambiguities in this Request for Proposal. Answers to questions that cannot be answered during this meeting will be put into an Addendum and emailed to all VENDORS and posted to the University website as soon as they are obtained. Each proposal submitted shall list all addenda, by numbers, which have been received prior to the time scheduled for receipt of proposal.

When Pre-proposal Meetings are Optional, a “Secret Word” will be provided at the conclusion of the meeting. In our scorecard process, nominal points will be awarded for attendance. This information will not appear in the minutes or subsequent clarifications.

Minutes for the Pre-proposal Meeting will be distributed and published on the website as an Addendum. Vendors are responsible for the information in this and all other Addenda, and must acknowledge each addendum in Schedule D.

D. Examination of the Request for Proposal

Before submitting proposals, each VENDOR will be held to have examined the UNIVERSITY requirements outlined in the Scope of Work and Technical Information sections and satisfied itself as to the existing conditions under which it will be obligated to perform in accordance with specifications of this RFP.
No claim for additional compensation will be allowed due to unfamiliarity with the specifications and/or existing conditions. It shall be understood that the VENDOR has full knowledge of all of the existing conditions and accepts them "as is."

E. Delivery of Proposals

Proposals with supporting documentation shall be submitted by electronic submission. The link for bid submission will be posted with the bid details at http://go.wayne.edu/bids beginning January 17, 2023.

The electronic submission should be limited to no more than one of each of the following file types: 1 Word Document and/or 1 Excel Workbook and/or 1 PDF document, with a total file size less than 20 megabytes. ZIP Files containing separate sections of a proposal are not acceptable, drop box submissions are not accepted either. If your submission was sent correctly, you will receive an auto-reply message acknowledging receipt of your Proposal.

***
The specific format for responses is detailed in Section II F (below). Proposals and Schedule C, Cost Schedule must be signed, and the authority of the individual signing must be stated thereon. All responses are to be submitted by electronic submission on forms furnished with the Bidding documents:

ATTN.: Valerie Kreher, Senior Buyer
Wayne State University
RFP: State Hall Renovation

The link for bid submission will be posted with the bid details at http://go.wayne.edu/bids beginning January 17, 2023.

Deadline for receipt of proposals by Procurement & Strategic Sourcing is, February 6, 2023 by 2:00 p.m. (local time). Proposals received after that time will not be accepted. No details of the proposal will be divulged at the time of opening.

F. Proposal Format

Proposals are limited to 25 pages total, one sided, and eleven (11) point font. (This is inclusive of all required documents and schedules and any optional material included at the discretion of the respondent, but tab sheets and the cover pages do not count in the overall document count.)

Proposals are to be submitted in notebook form with appropriate indices. Each proposal should provide a straightforward concise description of the VENDOR’S service, approach and ability to meet the UNIVERSITY’S needs as stated in this RFP. Schedules and Exhibits listed below must be included in your proposal:

University Provided Schedules (provided in this package)
Schedule A - Proposal Certification, Non-Collusion Affidavit, VENDOR Acknowledgements
Schedule B - Insurance Requirements
Schedule C - Cost Schedule, Summary of Quoted Rates
Schedule D - Summary Questionnaire

Vendor Created Exhibits (to be Submitted with Vendor Proposal)
Exhibit 1 - Exceptions/Restrictions, if any exist (Section II G)
Exhibit 2 - Profile / Experience / References (Section II H)
Exhibit 3 - VENDOR Service Plan (Section III)

Care should be exercised in preparation of the proposals since it is the UNIVERSITY’S intent to have the final contract documentation to consist of a University Strategic Source Agreement (Appendix 5) that incorporates the RFP, VENDOR Proposal, any letters of clarification, and will require the issuance of a Purchase Order for invoicing purposes.

Unnecessarily elaborate brochures or other presentations beyond those sufficient to present a complete and effective quotation are not desired.

G. Proposal Evaluation
1. Proposals will be evaluated, and award will be based on the VENDOR'S ability to offer the best value (quality, past performance and price), and on anticipated quality of service. Items considered include but are not limited to:

- Ability to meet all mandatory requirements and specifications of this RFP.
- Cost of Services; Compensation and Fees; (Schedule C).
- Financial Strength of the VENDOR.
- Proposal Documentation / Presentation.
- VENDOR'S Experience (Exhibit 2).
- VENDOR Profiles/References; (Exhibit 2).
- VENDOR Service Plan; (Exhibit 3).

NOTE: Evaluation Criteria are in alphabetical order and are not stated in order of preference.

VENDOR proposals will be evaluated by a team consisting of members of the UNIVERSITY'S Purchasing and Design & Construction Services. A preliminary screening will be used to identify competitive VENDORS who have met the mandatory requirements. Procurement & Strategic Sourcing may subsequently request selected VENDORS to attend an interview or make a presentation at a set time and date, to clarify information provided in the proposals. Final consideration, evaluation, and recommendation may be made at this point. However, the UNIVERSITY reserves the right to take additional time for reference review, site visits and/or proposal negotiations.

2. To qualify for evaluation, a VENDOR'S proposal must be responsive, must have been submitted on time and must materially satisfy all mandatory requirements identified throughout the RFP, in the judgment of the UNIVERSITY. Any deviation from requirements indicated herein must be stated in the proposal specifically under the category "Restricted Services", and clearly identified as Exhibit 1. Otherwise, it will be considered that proposals are in strict compliance with all requirements. Check the box indicating "None" for Restricted Services on the Proposal Certification Schedule A. In those cases where mandatory requirements are stated, material failure to meet those requirements may result in disqualification of the VENDOR'S response.

3. If there are portions of any proposal the UNIVERSITY finds unacceptable or otherwise in need of clarification or revision, the UNIVERSITY reserves the right to clarify or negotiate with any or all VENDORS. Should the outcome of evaluations result in a recommendation, any resulting contract will be subject to the approval of the UNIVERSITY'S General Counsel and must be approved and signed by the appropriate UNIVERSITY representative.

4. After notification of acceptance of proposal and the signing of a resulting agreement and/or Purchase Order, the successful VENDOR will be expected to establish and be in a position to commence work or services on or before July 24, 2023.

H. VENDOR Profile, Experience, References, and Lost Accounts

1. VENDOR Profile should include:

VENDOR is required to provide organizational data that demonstrates the size, scope and capability of the Company to handle the UNIVERSITY'S specific requirements specified in this RFP. Explain any company relationships that could be construed to be a conflict of interest in doing business with the UNIVERSITY now or in the future.

Upon University request, VENDOR must agree to provide publicly distributed annual reports and/or independently audited financial statements including its statement of financial position, statement of operations, and statement of cash flows for at least the past three years. Vendor must further agree to permit the UNIVERSITY, upon request, to audit VENDOR's books, but only as it relates to the Wayne State University account, including invoicing, operational, and technology controls (when applicable). The University is limited to 1 request per calendar year of this agreement.

If / when requested, failure to agree to this will result in disqualification of your bid (see Schedule D).
Financial Information will be treated as confidential and not added to the publicly permanent RFP file. Requested Financials must be sent to:

ATTN.: Kenneth Doherty, Associate Vice President
Procurement & Strategic Sourcing
Wayne State University
RFP: State Hall Renovation
Procurement & Strategic Sourcing
5700 Cass Avenue, 4th Floor - Suite 4200 AAB
Detroit, MI 48202

VENDORS must include a self-addressed envelope marked "Confidential" with their financial statement. Statements will be returned upon completion of any University review.

2. Experience

**VENDORS are to state in their proposals their qualifications to meet the RFP specifications in terms of past and current consulting experience with the same or similar requirements.** This information should be provided in the VENDOR’S Exhibit 2 of their proposal. **VENDORS are to focus on experiences with organizations having needs similar to that of the UNIVERSITY.**

3. References

Upon request, **VENDOR must agree to provide a minimum of three (3) qualified references.** Requests for references will come from **Valerie Kreher, Senior Buyer**, and will be treated as confidential and not added to the publicly permanent RFP file.

References are to be from organizations that have successfully utilized the products and services. The references supplied should include the name and address of the organization, and the contact's name(s), titles, e-mail, and the telephone numbers.

**Failure to provide references (if requested) will result in disqualification of your bid.**

4. Lost Accounts and Legal Actions

Upon request, **VENDOR must agree to provide a list of significant accounts that the VENDOR has lost during the past three (3) years.** "Significant" for this purpose shall be construed to mean accounts representing billings by the VENDOR in the range of $25,000.00 or more each year. **A lost account can be defined when the vendor has been terminated on a job because of performance or default.** Contact names and telephone numbers of affected Companies must be provided.

Indicate any significant past or pending lawsuits or malpractice claims against the VENDOR.

I. **VENDOR Service Plan**

Vendors should include a complete description of the products and services offered in their Proposal. The Service Plan should include, but not be limit to:

1. A summary of the products or services to be provided.
2. When applicable, a timeline showing how the Vendor plans to deliver products and/or services to fulfill any contract issued as a result of this RFP.
3. Key staff members at the Vendors organization that will be assigned to the University account or will otherwise be part of an implementation team.
4. Any resource requirements on the part of the University necessary in order for the Vendor to meet its obligations under an agreement resulting from this RFP.
5. Any hardware, software, or other technology the University must have in order to use the Vendors products or services.
6. Any alternative ideas or proposals that should be considered by the University in addition to the base proposal.

III. **SCOPE OF WORK AND PROJECT REQUIREMENTS**
The UNIVERSITY is seeking proposals for furniture for State Hall, 5143 Cass Ave, Detroit MI.

The detailed specifications for the renovation are included in this Request for Proposal package (on the website). Alternate product will be accepted.

Drawings and specifications are available on the web site. VENDORS are encouraged to carefully review the specifications and must provide pricing on paper and electronically using Microsoft's Excel or Lotus 1-2-3. If VENDORS products exceed the number of components indicated by the item or line number, VENDOR must list components with decimal subscript of that base item number. For example, if line item A1 calls for a product that VENDOR can provide via multiple components, VENDOR must provide each component as A1.1, A1.2, A1.3 etc.

The UNIVERSITY reserves the right to adjust the quantities required for this project as best meets its needs. If awarded this project, the VENDOR will work with the Design Consultant on any required changes to the colors and finishes if an “equal to” substitution is approved and awarded. The furniture as specified indicates the final selection of colors and finishes as approved by FP&M.

If a quick ship program is available for the type of furniture that is specified in Appendix 3, VENDORS are encouraged to provide a second Price Summary, Cost Schedule C., referred to as "Quick Ship Alternative Proposal".

General Notes:

i. Vendor responsible for all delivery, uncrating, assembly, installation and removal of all packaging material. (On-site refuge container will be provided for debris)
ii. Delivery to be scheduled with WSU Project Manager between 6:00 am and 4:00pm.
iii. State of Michigan tax is not required.
iv. WSU may award contract to one vendor for all items.

B. Instructions to VENDORS

1. Should a VENDOR find discrepancies in, or omissions from the specifications, plans, drawings, details, instructions and bid proposal form, or should he/she be in doubt as to the meaning, he/she should notify, at once, the University Purchasing Department.

   Valerie Kreher,
   E-Mail address: rfpteam2@wayne.edu

   Written responses will be sent to all appropriate VENDORS.

2. All information issued prior to the close of the bidding period shall be included in returned bid proposals and acknowledged on the Bid Proposal form.

3. It is the VENDOR’S responsibility to note any detail or specification that, in his/her opinion, is not practical or functional.

   VENDOR shall install all furniture using their own installation crew or note name of installation company, and include appropriate experience and reference information for same.

C. Pricing

1. The VENDOR selected to provide and/or install the furniture specified in this document shall guarantee all unit prices for twelve (12) months from date of the vendor’s proposal.
2. Prices are to be entered on Schedule C, listing separately the estimated freight charges and installation costs by groupings as indicated. In all cases VENDOR must observe the established Schedule C.

D. Production Schedule

1. Each VENDOR shall provide with its proposal a schedule showing time required to (a) produce shop drawings, if applicable, (b) complete production runs, (c) complete delivery and installation, if applicable.

2. The VENDOR shall work with the Manufacturer and its representative to establish delivery schedules.

3. The VENDOR shall monitor and expedite fabrication of all furniture items. Every effort shall be made to assure that schedules will be met and that specifications are being followed accurately.

4. The UNIVERSITY shall require periodic reports from the VENDOR on the status of all orders.

E. Delivery

1. VENDOR shall guarantee delivery between 7:30 A.M. and 4:00 P.M. Delivery will be at the following location:

   Wayne State University  
   5143 Cass Ave  
   Detroit, MI 48202

2. The VENDOR shall check to ensure that all items delivered are in accordance with the specifications and shall be responsible for notifying the Manufacturer in the event of any discrepancies.

3. DAMAGED OR DEFECTIVE FURNITURE SHALL BE REPLACED AND/OR REPAIRED AT NO COST TO THE UNIVERSITY.

4. Freight charges are to be estimated and included on Schedule C. This cost will be adjusted up or down according to actual submitted freight bills.

F. Installation

1. Installer must remove all packaging and waste material from the site. Installer is to provide a dumpster and/or haul waste materials from the site. No dumpster will be available on site.

G. Damage to Furniture

1. The VENDOR is responsible for all damages and losses until the installation has been completed and accepted by the Design Consultant and UNIVERSITY. Damage attributed to the installer shall be corrected by the Installer. The UNIVERSITY will judge the damage. An additional furniture Punchlist shall be submitted to the VENDOR after installation if any items need to be adjusted or replaced.

H. Future Orders
1. There shall be no minimum order requirements for any items specified in this specification for two (2) years from delivery date.

2. Each Manufacturer shall guarantee the availability of specified product for two (2) years from delivery date.

3. The UNIVERSITY requires price protection for additional furniture for this or other UNIVERSITY purchases for a 12 month period from the date of the purchase order (See Schedule C).

I. Finishes

1. The Design Consultant shall coordinate any color and finish changes if required after award of order.

2. All furniture items should be specified with finishes as indicated, unless noted otherwise in the Detailed Specifications.

3. See specification for additional information.

J. Submittals (for Successful VENDOR)

A. Maintenance

1. Printed maintenance and cleaning instructions as approved by each furniture manufacturer - four (4) copies must be issued to the UNIVERSITY.

B. Samples

1. Chair samples may be requested for the department to evaluate prior to awarding the bid.

2. Site visits may be requested of the top qualifying bidders. Site visits must be within the local/ southeast Michigan area or a mock-up can be provided as an alternative.

K. Order Deletions

1. UNIVERSITY reserves the right to deduct twenty percent (20%) from the original specification quantities without any effect on the unit prices submitted.

L. Warranties

A. The Manufacturer shall provide the UNIVERSITY with written documentation which guarantees all items against defects in materials, manufacture and workmanship, for a period of ten (10) years from the day of final settlement with UNIVERSITY for the item. Final settlement shall not relieve the Manufacturer from liability for such defects, and upon notification from UNIVERSITY, the Manufacturer shall, by repair, replacement, or otherwise, place the item in a condition satisfactory to the UNIVERSITY in every respect. Usual wear and tear and results of accidents not chargeable to the Manufacturer are exempted from the requirements of this guarantee. Everything required to fulfill this guarantee shall be done without additional cost to the UNIVERSITY. The products or workmanship of any Subcontractor are to be covered in the primary Manufacturer's guarantee.

B. The following shall be considered defects, without being limited thereto:

1. Permanent etching, staining, and other deterioration of finishes.

2. Operational failures, binding, and the like, in finish and cabinet hardware.
3. Deformation, warpage, opening up of joints, telegraphing of cores, delamination of veneers, or other finishing materials, failures in fastening and anchorage, sagging of panels.

4. Discoloration, fading and staining of finishes.

M. General Notes (Deleted)

N. Responsibility

DESIGN CONSULTANT RESPONSIBILITIES

A. The Design Consultant and FP&M shall be the interpreter of all work covered in this bid document.

B. The Design Consultant and FP&M shall visit the project periodicaly to observe the work. After installation, final review of all furniture will be made and the designer shall work with the UNIVERSITY in establishing a punch list of necessary corrections to furniture.

C. Approval of all materials, finishes colors, and details shall be made by the Design Consultant and the UNIVERSITY.

D. The UNIVERSITY and the Design Consultant shall reserve the authority to stop work on a given segment of work or item to ensure the proper interpretation and execution of the requirements of this specification.

E. All questions/concerns with regard to product and installation shall be directed to the Design Consultant. (Once an award has been made.)

VENDOR RESPONSIBILITIES

A. Delivery and installation shall be done in one phase. The VENDOR shall work with the Design Consultant, the Owners Representative and the General Contractor to set-up an acceptable delivery schedule. Vendor must notify design consultant, the Owners Representative and the General Contractor of any lead-time problems as soon as they are known.

B. The VENDOR shall oversee and administer the receipt and storage of furniture and shall include in the bid pricing any additional charges for this service, if required, based on the schedule outline in item A, above.

C. FINISH SPECIFICATIONS

Each Manufacturer shall submit two (2) finish samples of finishes for paint, plastic laminate, metal, edge and trim samples which are representative of the production runs to be used for this project as specified and for “equal to” substitutions for review. Finish samples shall be furnished to Design Consultant and FP&M. These samples will be as specified in this specification for design, color, quality, and appearance.

D. Schedule C is an incomplete specification. VENDOR must use the complete specification sheet in Appendix 3.

E. The VENDOR takes full responsibility that all components (glides, brackets, trim, hardware, etc.) are included in the proposal so that at completion of installation all products will be fully functional and aesthetically complete.

INSTALLER/ VENDOR RESPONSIBILITIES
**NOTE:** It is assumed that the VENDOR possesses its' own in-house installation crew with qualified personnel to install this job. If this assumption is not true, indicate any and all sub-contractors and qualifications. Sub-contractor is bound by all conditions and requirements as would a VENDOR'S own in-house installation crew. VENDORS must provide 3 references for any subcontractors that will work on the project.

A. Installers are required to furnish all labor, incidental materials, equipment, supplies, supervision, and all other things necessary to receive, inspect, assemble, place, level and clean shelving in specified locations in UNIVERSITY'S building, and to do all other things necessary to perform a complete installation of items under this agreement.

B. Installer shall identify one person, acceptable to the UNIVERSITY, who shall act as liaison with the UNIVERSITY and Design Consultant. This individual must have the authority to make decisions on behalf of the Installer.

C. All drawings, specifications, and other documents provided by the Design Consultant are to be carefully examined. Error is to be brought to the attention of the Design Consultant.

D. Installer shall meet with the General Contractor and University Representative for a Pre-installation coordination meeting at least one week before installation commences. Installer will not be allowed in the building until this meeting takes place. However, the VENDOR shall maintain responsibility for on-time installation.

E. Installer shall be responsible to ensure that all items are installed level, properly aligned and true, and located as shown on the furniture plans.

F. Installer shall provide plywood or Masonite protection to carpeting and tile when large items of furniture are moved into place. Installer shall not load the floor in excess of 100 lbs per square foot.

G. Installer shall be responsible for coordinating the schedule of elevator services for hoisting furniture with General Contractor (If necessary).

H. Installer shall remove from the project all his waste materials and rubbish resulting from his operations and shall remove all packing cartons and debris after completion of the installation of furniture. Installer to provide a dumpster at the site to contain all waste and to schedule routine removals (if necessary). Location of dumpster to be coordinated with the Facilities Planning and Management.

I. Installer shall take all reasonable precautions for the safety of his work, all items or materials to be installed which are in his custody, adjacent property, other workmen at the site, and the public. The Installer shall be responsible for any damage or injury due to his acts or neglect. Should the Installer fail to properly restore any damaged property, the UNIVERSITY may make all necessary repairs and deduct the cost thereof from the Installer's contract price. Installer shall comply with the General Contractor's Project Safety Program which is in accordance with MIOSHA. Hard hats and proper foot attire and clothing will be required. Installer must provide its safety policy to the General Contractor at the pre-installation meeting.

J. Installer shall provide an adequate number of qualified, experienced personnel, in harmony with other workers at the site, capable of performing the required work within the time frames set forth in the UNIVERSITY'S schedule.

K. All workmen and sub-contractors performing work shall be skilled in their respective trades. Electrical work; placing, mounting, and wiring fixtures or electrical components shall be performed by union electricians, if required by local law. Electrical details and coordination
of electrical installation will be with the Maintenance Trades Department of Facilities Planning and Management.

L. Installer shall execute final cleaning just prior to acceptance of the entire work. Remove all protective materials, clean all surfaces of dirt, smears, finger marks, and all other contamination and foreign or extraneous matter.

M. Installer shall use cleaning agents and solvents which will not damage material and finishes, as recommended for the purpose of the manufacturer of the material to be cleaned.

N. Installer shall inspect materials and finishes for damage and faulty installation, and repair, make good or replace materials and finishes as directed, at no cost to the UNIVERSITY.

O. Installer shall inspect, test, lubricate, and adjust all operating hardware. Installer shall also repair, make good, or replace defective or damaged parts, components, and other items at no cost to the UNIVERSITY.

P. Installer agrees that, in the performance of its work under this contract, it shall abide by and comply with all applicable Federal, state and local laws, codes and regulations, including, but not limited to the Occupational Safety and Health Act of 1970.

Q. Installer shall be responsible for providing padding for elevator cabs, unless padding is already installed for other purposes.

R. No on site parking is available. Paid parking is available. Parking fees are per entrance per car and the fee is $6.50 per access. These charges must be included in your bid. No extra charges for parking will be allowed.

S. The location requirements and furniture code items are indicated on the enclosed furniture floor plans.

T. The specific requirements for each type of item are indicated on the specification sheets included hereinafter.

U. Each individual item shall have a manufacturer’s tag with model numbers, design consultant’s furniture code, and the room number in which the item is to be placed.

V. It shall be the responsibility of the contractor to verify all local conditions, corridor elevators and stair, etc. and to allow installation of large furniture items. Items determined to be too large to negotiate and fit shall be manufactured in sections and assembled at the site.

**UNIVERSITY RESPONSIBILITIES**

A. The UNIVERSITY and its Design Consultant shall reserve the authority to stop work on a given segment of work or item to ensure proper interpretation and execution of the requirements of this specification.

B. UNIVERSITY shall familiarize themselves with and follow Manufacturer’s recommended guidelines for maintenance and cleaning.

C. UNIVERSITY will inspect and accept or reject items being delivered. All paperwork noting condition of furniture will be initialed by Design Consultant or FP&M. All claims and damages, minor repairs and cleaning will be under the guidance and supervision of the UNIVERSITY and VENDOR. UNIVERSITY will inform VENDOR of missing or damaged items for reorder.
D. The UNIVERSITY and Design Consultant shall conduct a final review of all merchandise ordered to assure that all items meet specifications, are in new and undamaged condition, are assembled or installed properly and placed in their properly designated locations.

E. The UNIVERSITY shall notify the VENDOR of areas ready to receive furniture.
IV. GENERAL REQUIREMENTS AND GUIDELINES

A. Terms and Conditions

Any contract between the UNIVERSITY and VENDOR resulting from this RFP will be made using the University’s Strategic Source Agreement (Exhibit V). The Agreement will incorporate this RFP and its terms and conditions by reference. Should the Vendor have additional terms to incorporate into the Agreement, the Vendor’s Proposal response must include a formal copy of any VENDORS terms and conditions applicable to this transaction. Evaluation and acceptance and modification of these terms and conditions by the University’s General Counsel is essential prior to the award of the contract. If supplied, this should be included in Exhibit 1 of the Vendor’s proposal. In the event the VENDOR does not supply terms and conditions with their proposal, the University’s terms and conditions will govern this transaction.

B. Joint or Partnering Bids/Proposals

A joint bid/proposal by two or more Vendors proposing to participate jointly in performance of proposed work may be submitted. A single Vendor must be clearly identified as the “Primary Vendor” who will assume responsibility for performance of all other Vendors and all subcontractors. The Primary Vendor must identify itself as such and submit the proposal under its company name and signature. If a contract is awarded in response to a joint bid/proposal, the Primary Vendor must execute the contract and all Partner Vendors must verify in writing that the Primary Vendor is authorized to represent them in all matters relating to the contract. At least one of the Vendors must have attended any and all mandatory Pre-Proposal or other meetings.

C. Price Schedules

VENDOR is to quote the products and services in accordance with specifications set forth in this Request for Proposal. Prices and other requested data must be stated on or in the exact format of Cost Schedule C. Vendors must not modify the format of any Price Schedule or to alter its functionality.

Please Note: You must respond using Schedule C. Failure to do so may result in disqualification of your Proposal. VENDOR shall be responsible for all errors and omissions.

A copy of Cost Schedule C is to be provided in Excel format with your electronic submission. The paper copy will govern if any discrepancies exist between the paper copy and electronic version.

D. Pricing Variances

No changes shall be made, nor invoices paid for extra changes, alterations, modifications, deviations, and extra orders except upon a written change order from the UNIVERSITY. The UNIVERSITY will not authorize payment for changes, alterations, modifications, deviations, etc. that are a result of VENDOR error.

E. Certification, Affidavit, and Acknowledgements

The Proposal Certification, Non-Collusion Affidavit, and Vendor Acknowledgements, Schedule A, must be executed as a part of the VENDOR’s proposal.

F. Publicity

VENDORS must refrain from giving any reference to this project, whether in the form of press releases, brochures, photographic coverage, or verbal announcements, without written approval from the UNIVERSITY.

G. Freedom of Information Act / non-Confidentiality

Wayne State University is subject to the State of Michigan Freedom of Information Act. As such, proposals may be subject to public review after the contracts have been awarded. VENDORS responding to this proposal are cautioned not to include any proprietary information as part of their proposal.

H. Credit References

From time to time, the University is asked to provide credit and business references to potential new Vendors. In the event your company is awarded a contract as a result of your response to this RFP, the University would like the option to include your company as a future reference.

I. Insurance Requirements

The University requires Certificates of Insurance per Schedule B for the following types of work: 1) For any and all construction or construction-like work, 2) When work or service is performed on campus, 3) When food is being provided by a private caterer, and 4) When moving services or bus transportation services are being provided. The University reserves the right to require insurance on a case-by-case basis.

When required, VENDORS must provide Certificates of Insurance or other evidence that insurance is in place. If awarded a contract, VENDOR must then provide a Certificate of Insurance naming Wayne State University / Office of Risk Management as a certificate holder and the Board of Governors as an additional insured. During the life of the contract, the VENDOR must maintain insurance as stated in Insurance Provisions (Schedule B) and any additional requirements as specified by the UNIVERSITY Office of Risk Management.

For this project, Insurance is Required

J. Minority, Woman and Disabled Veteran Owned Business Enterprises (M/W/DBEs)

Specify in your proposal whether ownership of your company is a certified M/W/DBE. The University, in accordance with guidelines from the MMSDC and WBENC, considers an M/W/DBE as one that is at least 51% owned, operated, and controlled by an M/W/DBE, or in case of a publicly owned business, at least 51% of the stock must be owned by an M/W/DBVE.

If the firm is not an M/W/DBVE, describe the firm’s partnering relationships (if any) with M/W/DBE and how it plans to support the UNIVERSITY’s goal to award UNIVERSITY business to M/W/DBVEs.

1. Reporting

The selected firm will identify and fairly consider M/W/DBVE for subcontracting opportunities when qualified firms are available to perform a given task in performing for the UNIVERSITY under the resulting agreement. The selected VENDOR must submit a quarterly M/W/DBVE business report to the UNIVERSITY Procurement & Strategic Sourcing by the 15th of the month following each calendar quarter, specifically the months of April, July, October, and January. Such reports should be sent directly to:

Kenneth Doherty, Associate Vice President
Procurement & Strategic Sourcing
Wayne State University
State Hall Renovation
5700 Cass Avenue, Suite 4200, AAB
Detroit, MI 48202

2. Report Detail

M/W/DBVE business reports must contain, but are not limited to the following:

- Firm’s name, address, and phone number with which the VENDOR has contracted over the specified quarterly period
- Contact person at the minority firm who has knowledge of the specified information
- Type of goods and/or services provided over the specified period of time
- Total amount paid to the minority firm as it relates to the UNIVERSITY account.

Specify in your proposal whether your company is a certified 8(A) firm.

A complete set of the University’s Supplier Diversity Program, which includes complete definitions of each of the above, can be downloaded from our website at

http://procurement.wayne.edu/docs/university_policy_2004_02.doc

K. Ownership of Documents

All documents prepared by the VENDOR, including but not limited to: tracings, drawings, estimates, specifications, field notes, investigations,
L. **WSU Wage Rates**

For construction and construction-like work, Wayne State University requires all project contractors, including subcontractors, who provide labor on University projects to compensate at a rate no less than Wayne State University wage rates.

The rates of wages and fringe benefits to be paid to each class of laborers and mechanics by each VENDOR and subcontractor(s) (if any) shall be not less than the wage and fringe benefit rates prevailing in Wayne County, Michigan, as determined by the United States Secretary of Labor. Individually contracted labor commonly referred to as “1099 Workers” and subcontractors using 1099 workers are not acceptable for work on any of Wayne State’s properties. Rates for all counties are available at https://wdolhome.sam.gov/, and Procurement will post the schedules quarterly that pertain to Wayne County on its website at http://procurement.wayne.edu/vendors/wage-rates.php.

Certified Payroll must be provided for each of the contractor’s or subcontractor’s payroll periods for work performed on any University project. Certified Payroll must accompany Pay Applications, and be fully reconciled with the final Pay Application. Failure to provide certified payroll will constitute a material breach of contract, and pay applications will be returned unpaid, and remain unpaid until satisfactory supporting documents are provided.

Additional information can be found on the University Procurement & Strategic Sourcing’s web site at the following URL address: http://procurement.wayne.edu/vendors/wage-rates.php.

**PROCEDURE**

Construction Bids and other Bids or Proposals for work that includes construction shall contain a WSU Wage Rate clause outlining a contractor’s responsibilities under University policy. Each bid solicitation shall include reference to the most current wage determination schedule that contractors can use when preparing their bids.

When compensation will be paid under WSU Wage Rate requirements, the University shall require the following:

The contractor shall obtain and keep an accurate record showing the name and occupation of and the actual wages and benefits paid to each laborer and mechanic employed in connection with this contract.

The contractor shall submit a completed certified payroll document [U.S. Department of Labor Form WH 347] verifying and confirming the WSU Wage and benefits rates for all employees and subcontractors for each payroll period for work performed on this project. The certified payroll form can be downloaded from the Department of Labor website at http://www.dol.gov/whd/forms/wh347.pdf.

A properly executed sworn statement is required from all tiers of contractors, subcontractors and suppliers which provide services or product of $10,000.00 or greater. Sworn statements must accompany applications for payment. All listed parties on a sworn statement as a subcontractor must submit Partial or Full Conditional Waivers for the amounts invoiced on the payment application. A copy of the acceptable WSU Sworn Statement and Waiver will be provided to the awarded contractor.

If the VENDOR or subcontractor fails to pay the WSU rates of wages and fringe benefits and does not cure such failure within 10 days after notice to do so by the UNIVERSITY, the UNIVERSITY shall have the right, at its option, to do any or all of the following:

- Withhold a portion of payments due the VENDOR as may be considered necessary by the UNIVERSITY to pay laborers and mechanics the difference between the rates of wages and fringe benefits required by this contract and the actual wages and fringe benefits paid.
- Terminate the contract and proceed to complete the contract by separate agreement with another vendor or otherwise, in which case the VENDOR and its sureties shall be liable to the UNIVERSITY for any excess costs incurred by the UNIVERSITY.
- Propose to the Associate Vice President for Business Services / Procurement that the Vendor be considered for Debarment in accordance with the University’s Debarment Policy, found on our website at https://policies.wayne.edu/appm2-8-debarment-policy-on-non-responsible-vendor-in-procurement-transactions.

For more information and a general WSU Wage Rate schedule, see Purchasing Website at: http://procurement.wayne.edu/vendors/wage-rates.php.

M. **Buy American**

Wayne State University intends to purchase products in the United States of America whenever an American made* product is available that meets or exceeds the specifications requested and the price is equal to or lower than a foreign made product. Vendors are required to bid American made products whenever available. Vendors may bid foreign made products when:

1) They are specified
2) As an alternate as long as they are technically equal to the product specified.

* (More than 50% of the product is manufactured or assembled in the U.S.A.)

N. **Smoke and Tobacco-Free Policies**

On August 19, 2015, Wayne State joined hundreds of colleges and universities across the country that have adopted smoke- and tobacco-free policies for indoor and outdoor spaces. Contractors are responsible to ensure that all employees and all subcontractors’ employees are in compliance anytime they are on WSU's main, medical, or extension center campuses. The complete policy can be found at http://wayne.edu/smoke-free/policy/.

O. **Tax Exempt**

Wayne State University is a tax-exempt institution. The Vendor shall include in its proposal and make payment of all Federal, State, County and Municipal taxes, including Michigan State Sales and Use Taxes, now in force or which may be enacted during the progress and completion of the work covered. Information regarding the State of Michigan sales and use tax laws related to construction or other similar work can be found in SOM Revenue Administrative Bulletin 2016-18.
Schedule A
Response to Wayne State University
Request for Proposal
RFP: State Hall Renovation
and any Amendments, Thereto

Dated: January 17, 2023

Proposal Certification, Acknowledgements,
and Non-Collusion Affidavit

VENDOR is to certify its proposal as to its compliance with the Request for Proposal specifications using the language as stated hereon.

ACKNOWLEDGEMENTS

By virtue of submittal of a Proposal, VENDOR acknowledges and agrees that:

- All of the requirements in the Scope of Work of this RFP have been read, understood and accepted.
- The University’s General Requirements and Guidelines have been read, understood and accepted.
- Compliance with the Requirements and/or Specifications, General Requirements and Guidelines, and any applicable Supplemental Terms and Conditions will be assumed acceptable to the VENDOR if not otherwise noted in the submittal in an Exhibit I, Restricted Services.
- The Supplier is presently not debarred, suspended, proposed for debarment, declared ineligible, nor voluntarily excluded from covered transactions by any Federal or State of Michigan department or agency.
- Wayne State University is a constitutionally autonomous public university within Michigan’s system of public colleges and universities, and as such, is subject to the State of Michigan Freedom of Information Act 442 of 1976. Any Responses Proposals, materials, correspondence, or documents provided to the University are subject to the State of Michigan Freedom of Information Act, and may be released to third parties in compliance with that Act, regardless of notations in the VENDOR’s Proposal to the contrary.
- Any contract between the UNIVERSITY and VENDOR resulting from the RFP will be made using the University’s Strategic Source Agreement. The Agreement will incorporate this RFP and its terms and conditions and Vendor’s Response Proposal by reference. Should the Vendor have additional terms to incorporate into the Agreement, they will be incorporated into the Agreement as an Appendix.
- Upon University request, VENDOR agrees to provide publicly distributed annual reports and/or independently audited financial statements including its statement of financial position, statement of operations, and statement of cash flows for at least the past three years.
- Upon University request, Vendor agrees to permit the UNIVERSITY to audit VENDOR’s books, but only as it relates to the Wayne State University account.
- All of the Terms and Conditions of this RFP and Vendor’s Response Proposal become part of any ensuing agreement, regardless of whether the ensuing agreement specifically references the RFP and Vendor’s Response Proposal.
- The individual signing below has authority to make these commitments on behalf of Supplier.
- This proposal remains in effect for [120] days.

VENDOR, through the signature of its agent below, hereby offers to provide the requested products/services at the prices specified, and under the terms and conditions stated and incorporated into this RFP.

PROPOSAL CERTIFICATION

The undersigned, duly authorized to represent the persons, firms and corporations joining and participating in the submission of this Proposal states that the Proposal contained herein is complete and is in strict compliance with the requirements of the subject Request for Proposal dated January 17, 2023, except as noted in Exhibit 1, the "Restricted Services/Exceptions to RFP" section of the Proposal. If there are no modifications, deviations or exceptions, indicate "None" in the box below:

☐ NONE – There are no exceptions to the University’s requirements or terms

☐ YES – Exceptions exist as shown in Exhibit 1, Restricted Services.
NON-COLLUSION AFFIDAVIT

The undersigned, duly authorized to represent the persons, firms and corporations joining and participating in the submission of the foregoing Proposal, states that to the best of his or her belief and knowledge no person, firm or corporation, nor any person duly representing the same joining and participating in the submission of the foregoing Proposal, has directly or indirectly entered into any agreement or arrangement with any other VENDORS, or with any official of the UNIVERSITY or any employee thereof, or any person, firm or corporation under contract with the UNIVERSITY whereby the VENDOR, in order to induce acceptance of the foregoing Proposal by said UNIVERSITY, has paid or given or is to pay or give to any other VENDOR or to any of the aforementioned persons anything of value whatever, and that the VENDOR has not, directly or indirectly entered into any arrangement or agreement with any other VENDOR or VENDORS which tends to or does lessen or destroy free competition in the letting of the contract sought for by the foregoing Proposal.

The VENDOR hereby certifies that neither it, its officers, partners, owners, providers, representatives, employees and parties in interest, including the affiant, have in any way colluded, conspired, connived or agreed, directly or indirectly, with any other proposer, potential proposer, firm or person, in connection with this solicitation, to submit a collusive or sham bid, to refrain from bidding, to manipulate or ascertain the price(s) of other proposers or potential proposers, or to obtain through any unlawful act an advantage over other proposers or the college.

The prices submitted herein have been arrived at in an entirely independent and lawful manner by the proposer without consultation with other proposers or potential proposers or foreknowledge of the prices to be submitted in response to this solicitation by other proposers or potential proposers on the part of the proposer, its officers, partners, owners, providers, representatives, employees or parties in interest, including the affiant.

CONFLICT OF INTEREST

The undersigned proposer and each person signing on behalf of the proposer certifies, and in the case of a sole proprietorship, partnership or corporation, each party thereto certifies as to its own organization, under penalty of perjury, that to the best of their knowledge and belief, no member of the UNIVERSITY, nor any employee, or person, whose salary is payable in whole or in part by the UNIVERSITY, has a direct or indirect financial interest in the award of this Proposal, or in the services to which this Proposal relates, or in any of the profits, real or potential, thereof, except as noted otherwise herein.

Any notice required under the Agreement shall be personally delivered or mailed by first class or certified mail, with proper postage, prepaid, to the Subject VENDOR at the following address:

Company Name: 
Address: 
Telephone: (________________)
Email address: 
Submitted by: 
Signature

(Title) (Date)
Schedule B
Insurance Requirements (Rev 2-2015)

For this project, Insurance is Required

____________________________________________, at its sole expense, shall cause to be issued and maintained in full effect for the term of this agreement, insurance as set forth hereunder:

### General Requirements

<table>
<thead>
<tr>
<th>Type of Insurance</th>
<th>Minimum Requirement</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Commercial General Liability (CGL)</td>
<td>$1,000,000 combined single limit</td>
</tr>
<tr>
<td>CGL insurance should be written on ISO form CG 00 01 (or equivalent substitute)</td>
<td>$2,000,000 annual aggregate</td>
</tr>
<tr>
<td>Contracts valued at $100,000 per year or more</td>
<td>Umbrella Liability per occurrence and in the annual aggregate of $5,000,000.</td>
</tr>
<tr>
<td>2. Commercial Automobile Liability (including hired and non-owned vehicles)</td>
<td>$1,000,000 combined single limit per accident for bodily injury and property damage, without annual aggregate.</td>
</tr>
<tr>
<td>3. Workers' Compensation (Employers' Liability)</td>
<td>Required by the State of Michigan and Employer’s Liability in the amount of $500,000 per accident for bodily injury or disease.</td>
</tr>
</tbody>
</table>

### Maximum Acceptable Deductibles

<table>
<thead>
<tr>
<th>Type of Insurance</th>
<th>Deductible</th>
</tr>
</thead>
<tbody>
<tr>
<td>Commercial General Liability</td>
<td>$5,000</td>
</tr>
<tr>
<td>Commercial Automobile Liability</td>
<td>0</td>
</tr>
<tr>
<td>Workers’ Compensation</td>
<td>0</td>
</tr>
<tr>
<td>Property - All Risk</td>
<td>$1,000</td>
</tr>
</tbody>
</table>

### Coverage

1. All liability policies must be written on an occurrence form of coverage.
2. Commercial General Liability (CGL) includes, but is not limited to: consumption or use of products, existence of equipment or machines on location, and contractual obligations to customers.
3. The Board of Governors of Wayne State University shall be named as an additional insured, but only with respect to accidents arising out of said contract.
4. The additional insured provision shall contain a cross liability clause as follows: “The insurance afforded applies separately to each insured against whose claim is made or suit is brought, except with respects to the limits of the company’s liability.”
5. The insurance company for each line of insurance coverage will be reviewed and checked per the A.M. Best’s Key Rating Guide. A rating of not less than “A-” is required

### Certificates of Insurance

1. Certificates of Insurance naming Wayne State University / Office of Risk Management as the certificate holder and stating the minimum required coverage must be forwarded to the Office of Risk Management to be verified and authenticated with the agent and/or insurance company.
2. Certificates shall contain a statement from the insurer that, for this contract, the care, and custody or control exclusion is waived.
3. Certificates shall be issued on a ACORD form or one containing the equivalent wording, and require giving WSU a thirty (30) day written notice of cancellation or material change prior to the normal expiration of coverage.
4. Revised certificates must be forwarded to the Office of Risk Management thirty (30) days prior to the expiration of any insurance coverage listed on the original certificate, as follows:

   Wayne State University  
   Office of Risk Management  
   5700 Cass Avenue, Suite 4622 AAB  
   Detroit, MI 48202

### Specific Requirements

1. Individual contracts may require coverage in addition to the minimum general requirement such as, business interruption, higher limits and or blanket fidelity insurance.

### Exception to the insurance requirements

Exception to the insurance requirements is to be approved, in writing, by the Office of Risk Management. Exceptions are determined by the type and nature of the contract and the individual contractor.
## Schedule B

### Certificate of Liability Insurance

This certificate is issued as a matter of information only and confers no rights upon the certificate holder. This certificate does not affirmatively or negatively amend, extend or alter the coverage afforded by the policies below. This certificate of insurance does not constitute a contract between the issuing insurer(s), authorized representative or producer, and the certificate holder.

**Important:** If the certificate holder is an additional insured, the policy(s) must be endorsed. If subrogation is waived, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<table>
<thead>
<tr>
<th>PRODUCER</th>
<th>INSURED</th>
</tr>
</thead>
</table>

### Coverages

<table>
<thead>
<tr>
<th>Certificate Number</th>
<th>REVISION NUMBER</th>
</tr>
</thead>
</table>

This is to certify that the policies of insurance listed below have been issued to the insured named above for the policy period indicated. Notwithstanding any requirement, term or condition of any contract or other document with respect to which this certificate may be issued or may pertain, the insurance afforded by the policies described herein is subject to all the terms, exclusions and conditions of such policies. Limits shown may have been reduced by paid claims.

<table>
<thead>
<tr>
<th>Policy Type</th>
<th>Limits</th>
</tr>
</thead>
</table>

**WSU Requires This**

- **Commercial General Liability**
  - Limit: $2,000,000

**WSU Requires This**

- **Automobile Liability**
  - Combined Single Limit (Per Accident): $1,000,000

**WSU Requires This**

- **Workers Compensation and Employers’ Liability**
  - Per Employee: $10,000
  - Per Accident: $10,000

### Description of Operations / Locations / Vehicles (ACORD 101)

The Board of Governors of Wayne State University shall be named as an additional insured, but only with respect to accidents arising out of said contract.

<table>
<thead>
<tr>
<th>Certificate Holder</th>
<th>Cancellation</th>
</tr>
</thead>
</table>

Wayne State University
Enterprise Risk Management & Insurance Programs
5700 Cass Avenue, Suite 4622 AAB
Detroit, MI 48202
Schedule C

(Cost Schedule; Compensation and Fees)

See website:

http://go.wayne.edu/bids
## SCHEDULE D - SUMMARY QUESTIONNAIRE

<table>
<thead>
<tr>
<th></th>
<th></th>
<th>YES</th>
<th>ALTERNATIVE</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Can your company <strong>commence on or before July 24, 2023 and be completed by August 18, 2023</strong>?</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2.</td>
<td>Did you attend the <strong>Optional Pre-Proposal meeting on January 24, 2023</strong>?</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3.</td>
<td>If the meeting was <strong>Optional</strong>, what was the Attendance &quot;secret word&quot; provided to confirm attendance?</td>
<td></td>
<td></td>
</tr>
<tr>
<td>4.</td>
<td>Did your company provide the required Proposal Certification, Non- Collusion Affidavit and Vendor Acknowledgement, <strong>Schedule A</strong>?</td>
<td></td>
<td></td>
</tr>
<tr>
<td>5.</td>
<td>If awarded a contract, will your company provide a certificate of insurance to meet or exceed all our minimum requirements as outlined in <strong>Schedule B</strong>?</td>
<td></td>
<td><strong>Required</strong></td>
</tr>
<tr>
<td>6.</td>
<td>Did your company complete and provide the Summary <strong>Price Schedule C</strong>, and submit it electronically? (<strong>Zip Files are not acceptable</strong>)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>7.</td>
<td>Did your company complete and submit Vendor Set-Up Documents as listed in <strong>Appendix 2</strong>?</td>
<td></td>
<td></td>
</tr>
<tr>
<td>8.</td>
<td>Please complete the following:</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Total number of employees in your company</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Total years in business under this company name</td>
<td></td>
<td></td>
</tr>
<tr>
<td>9.</td>
<td>Are you or any Officer, Owner or Partner in this company an employee of Wayne State University, or have you been an employee within the past 24 months? If Yes, explain in Exhibit 1.</td>
<td><strong>Yes</strong></td>
<td><strong>No</strong></td>
</tr>
<tr>
<td>10.</td>
<td>Are any family members of any Officer, Owner or Partner in this company employees of Wayne State University? If Yes, explain in Exhibit 1.</td>
<td><strong>Yes</strong></td>
<td><strong>No</strong></td>
</tr>
<tr>
<td>11.</td>
<td>Did your company provide a “Restricted Services” exhibit, Exhibit 1?</td>
<td><strong>Yes</strong></td>
<td><strong>No</strong></td>
</tr>
<tr>
<td>12.</td>
<td>Does your company agree to provide a minimum of 3 references to the University upon request, with specific contact names and phone numbers?</td>
<td></td>
<td></td>
</tr>
<tr>
<td>13.</td>
<td>Does your company agree to provide a list of lost accounts in excess of $25,000, if any?</td>
<td></td>
<td></td>
</tr>
<tr>
<td>14.</td>
<td>For any construction or installation work, did your company quote services at WSU Wage Rates and clearly indicate such in your proposal?</td>
<td></td>
<td></td>
</tr>
<tr>
<td>15.</td>
<td>If awarded an agreement as a result of this RFP, is your company willing to serve as a future credit reference for the University?</td>
<td></td>
<td></td>
</tr>
<tr>
<td>16.</td>
<td>Does your company agree to comply with the University <strong>Smoke and Tobacco Free Policies</strong>?</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
17. ADDENDA:

The undersigned affirms that the cost of all work covered by the following Addenda are taken into consideration when providing price and other elements of the vendor’s proposal.

Addendum No.____ Date__________  Addendum No.____ Date__________
Addendum No.____ Date__________  Addendum No.____ Date__________
Addendum No.____ Date__________  Addendum No.____ Date__________
Addendum No.____ Date__________  Addendum No.____ Date__________
Addendum No.____ Date__________  Addendum No.____ Date__________

Company Name: ______________________________________________________
Address: _____________________________________________________________
Telephone: (________________)___________
Email address: _______________________________________________________
Submitted by: _________________________________________________________
Signature ____________________________________________________________
__________________________ (Title) ________________ (Date)
APPENDIX 1

(Wayne State University Campus Map)

See web site:

http://campusmap.wayne.edu/

A detailed list of Cash & Coin operated lots can be viewed at
http://procurement.wayne.edu/cash_and_credit_card_lots.php
APPENDIX 2

Supplier Set-Up Forms

If you are responding to this RFP, the University requires updated information to be sent to our Vendor Management Team. Please have someone at your company provide a completed W9 and a completed Wayne State New Vendor Set-Up. Links to the W9 and New Vendor Set-Up forms are as follows:

- **New Vendor Request – Businesses Form**
- **W9 – Link to the IRS Form**

Both Forms are PDF Writable, so they can be completed online. The Vendor Set-up can be electronically signed with a PDF signature or can be printed and signed pen & ink. The IRS form can only be signed pen & ink.

Both should be submitted electronically to purchasingdocs@wayne.edu. Do not send these forms to the Buyer.
APPENDIX 3

WSU Wage Rates

(Posted Separately)

See web site:

http://go.wayne.edu/bids
APPENDIX 4

DRAWINGS

See web site:

http://go.wayne.edu/bids
APPENDIX 5

WAYNE STATE UNIVERSITY
STRATEGIC SOURCE AGREEMENT
This Agreement, effective as of __________________ (the “Effective Date”), is made by and between Wayne State University, 5700 Cass Avenue, suite 4200, Detroit, Michigan 48202, a constitutional body corporate of the State of Michigan ("University") and, (Supplier_Name), (Supplier_Address), (Supplier_City_State_Zip) ("the Supplier")

For good and valuable consideration, the parties agree as follows:

1. **General Purpose:** The general purpose of this Agreement is to engage the services of the Supplier to provide (Named_Services) (Services), per the University Request for Proposal dated (Quote_Date) (the RFP) and the Supplier’s response Proposal dated (Bid_Date), and the Price Schedule attached as Exhibit C. The University has assigned (Project_Manager) as the Contract Administrator. Only contract directives from the University’s Procurement and Strategic Sourcing Department or the Contract Administrator shall be accepted by the Supplier.

2. **General Duties of the Supplier:** The Supplier shall provide the University with (Named_Services) of superior quality, at competitive pricing, as described in the Statement of Work section of the RFP, which is incorporated by reference into this Agreement. The Supplier agrees to perform such professional services with the standard of professional care and skill customarily provided in the performance of such services. The supplier agrees to perform these services to the reasonable satisfaction of the University during the term of this Agreement.

3. **Term:** The contract period shall be for an initial time-period through (Contract_End_Date) (the “Initial Term”), with the option to renew for up to two additional one-year periods of Services (each a “Renewal Term” and together with the Initial Term, the “Term”), through (Extension_Date). Renewal is contingent upon both parties agreeing in writing to do so, based on satisfaction of the price and the Supplier’s performance.

4. **The Roles and Responsibilities (Scope of Work):** The roles and responsibilities of the Supplier are listed in Exhibit A of this agreement.

5. **Wayne State University Wage Rates:** For construction and construction-like work, Wayne State University requires all project contractors, including subcontractors, who provide labor on University projects to compensate at a rate no less than Davis Bacon Wage Determinations (WSU Wage Rates). This includes, but is not limited to new construction, building renovation, and installation of furniture or equipment where a construction trade is used (i.e. installation of audiovisual equipment or furniture requiring electrical or carpentry work). The complete policy regarding WSU Wage Rates can be found at https://policies.wayne.edu/appm/2-10-prevailing-wage-construction.

6. **Customer Support:** The Supplier shall have a primary point of contact for the University community. The contact shall be accessible during normal business hours of every business day, 8:00 am to 5:00 pm (Eastern Time).

7. **Business Review Meetings:** In order to maintain the partnership between the University and the Supplier, the University requires regular Business Review meetings. Meetings shall be held on at least an annual basis, or more frequently upon University request. The business review meeting shall include, but not be limited to, the following:
   - Review of Supplier performance as demonstrated in supplier scorecards
   - Review of minimum required reports (see Section 8 below)
   - Review of continuous improvement plans

Frequency of Business Review meetings will be defined at the end of the Initial Term by mutual agreement.

8. **Reports:** The Supplier will submit applicable monthly and quarterly usage reports, in the format specified below, to the Procurement and Strategic Sourcing Department, which details the usage during the reporting period. Reports are to be submitted to (Project_Manager) as listed below:

   Monthly and Year-to Date (YTD) reports are required to be received in an excel format, no later than the 6th of the month following activity, and must include the following information:

   - **Reports & Statistics**
     - Quantity and total value of all product being sold & installed
     - Total value of tier 2 purchases obtained from Diverse Businesses (M/W/DBE)
9. **Purchase Orders:** Orders will be placed for goods, services or projects as the need arises, or will be issued as blanket orders for each individual fiscal year. Each order will be placed on a University Purchase Order generated through our WayneBuy system. All subsequent invoices, packing tickets, and other correspondence related to the individual order are to include the unique PO number.

10. **Invoicing:** Deliveries or services shall be invoiced on an individual basis and shall be due thirty (30) days after University’s receipt and approval of invoice. The invoices must reference the PO number and be submitted to the University’s Accounts Payable department via email address: wsuinvoices@wayne.edu.

11. **ACH Payments:** ACH payments are both faster and less costly for Suppliers and the University. As a result, this is the University’s preferred payment method. The Supplier is expected to enroll in the University’s ACH program. The ACH payment agreement form can be downloaded at https://disbursements.wayne.edu/files/ach_payment_agreement_form.pdf. The completed form should be digitally signed or scanned, and sent to vendorach@wayne.edu.

12. **Tax Exempt:** Wayne State University is a tax-exempt institution. The Supplier shall include in its proposal and make payment of all Federal, State, County and Municipal taxes, including Michigan State Sales and Use Taxes, now in force or which may be enacted during the progress and completion of the work covered. Information regarding the State of Michigan sales and use tax laws related to construction or other similar work can be found in SOM Revenue Administrative Bulletin 2016-18.

13. **eProcurement Requirements:** The University has implemented an eProcurement platform. The Supplier will work in close cooperation with the Procurement Department to adapt to the eProcurement program as required by the University.

14. **Annual Price Increases:** All prices quoted must be firm through September 30, 20___. If a price increase is required at the end of periods two or three, the Supplier must have their request in writing to the Commodity Manager no later than July 31 of the preceding term. Price increases must be justified by citing the appropriate market indices. Price increases will be reviewed and either accepted or rejected in writing.

15. **Confidentiality of Information:** The Supplier agrees to keep confidential and not to disclose to third parties any information provided by the University pursuant to this Agreement unless the Supplier has received prior written consent of the University to make such disclosure. This obligation of confidentiality does not extend to any information that:
   a) Was in the possession of the Supplier at the time of disclosure by the University, directly or indirectly;
   b) Is or has become, through no fault of the Supplier, available to the general public; or
   c) Is independently developed and hereafter supplied to the Supplier by a third party without restriction on disclosure. The provisions of this Section 14 shall survive expiration and termination of this Agreement.

The Supplier is required to sign the University Confidentiality and Non-Disclosure Agreement. A copy of the Agreement can be found in Exhibit B. If the Supplier is not an individual, the Supplier represents and warrants that it has the authority to bind each of its employees, officers, agents, representatives and consultants to the terms of the Agreement. The Supplier shall be responsible for ensuring such personnel are aware of and comply with all obligations imposed by this Confidentiality and Non-Disclosure Agreement.

16. **Independent Contractor:** The parties expressly acknowledge that the Supplier is an independent contractor. The Supplier is not an agent, partner, or employee of the University. The Supplier shall not have the authority to enter into any contract or agreement to bind the University and shall not represent to anyone that the Supplier has such authority. The Supplier represents and warrants to the University that in performing the Services hereunder, the Supplier will not be in breach of any agreement with a third party. The Supplier declares that it is not a Legislator, elected or appointed officer, or that its firm is not owned or controlled by any Legislator, elected or appointed officer, compensated or uncompensated, member of a State board or commission, or other employee of the State of Michigan (including an employee, officer, or official of Wayne State University). The Supplier agrees that he/she is subject to the University’s regulations, laws of the United States and of the State of Michigan, and that, in the event of violation of these, or behavior that is considered to be detrimental to the University or its students, faculty or staff; the University shall have the right to terminate the agreement without prior notice.

17. **Property Rights and Reports:** The Supplier agrees that any computer programs, software, documentation, copyrightable work, discoveries, inventions, improvements, or other products developed by the Supplier solely, or with others, resulting from the performance of this Agreement are the property of the University, and the Supplier assigns all rights therein to the University. The Supplier further agrees to provide the University with any assistance which the University may require to obtain patents or copyright registrations, including the execution of any documents submitted by the University. This provision shall survive expiration and termination of this Agreement.

Upon reasonable request, additional ad hoc reports must be prepared and made available to the University.
18. **Indemnification and Hold Harmless:** The Supplier agrees that any personal injury to the Supplier or third parties or any property damage incurred in the course of performance of this Agreement that are not the result of any act or omission on the part of the University shall be the responsibility of the Supplier. The Supplier agrees to indemnify, defend, and hold harmless the University, its governing board, officers, employees, agents, and students from and against any and all costs, losses, damages, liabilities, expenses, demands, and judgments, including court costs and attorneys’ fees, whether for personal injury or property damage, infringement of any third party intellectual property right, or any other claim, which may arise out of the Supplier’s performance of this Agreement whether caused in whole or in part by the Supplier or anyone for whom the Supplier is responsible, regardless of whether or not it is caused in part by the University.

19. **Non-Discrimination:** The parties agree that in the performance of any contract they shall not discriminate in any manner on the basis of race, creed, color, national origin, age, religion, sex, sexual orientation, marital status or handicap protected by law. Such action shall include, but is not limited to the following: employment, upgrading, demotion, transfer, recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation. The Supplier certifies that they will conform to the provisions of the Federal Civil Rights Action of 1964, as amended. Information on the Civil Rights Act can be found at [http://www.eeoc.gov/laws/statutes/titlevii.cfm](http://www.eeoc.gov/laws/statutes/titlevii.cfm).

20. **Civil Rights Requirements:** The Supplier must be in compliance with the directives of the Michigan Department of Civil Rights. The Department of Civil Rights web address is [http://www.michigan.gov/mdcs/0,1607,7-147-6881---,00.html](http://www.michigan.gov/mdcs/0,1607,7-147-6881---,00.html).

21. **Immigration Reform and Control Act of 1986:** The Supplier certifies that they do not and will not during the performance of this contract employ illegal alien workers or otherwise violate the provisions of the federal Immigration Reform and Control Act of 1986.

22. **Debarment Status:** The Supplier certifies that they are not currently debarred from submitting bids on contracts nor are they an agent of any person or entity that is currently debarred from submitting bids on contracts. The University’s Department Policy can be found at [https://policies.wayne.edu/appm/2-8-debarment-policy-on-non-responsible-vendor-in-procurement-transactions](https://policies.wayne.edu/appm/2-8-debarment-policy-on-non-responsible-vendor-in-procurement-transactions). State of Michigan information on Debarment can be found at [http://www.michigan.gov/buymichiganfirst/0,1607,7-225-48677-20042--,00.html](http://www.michigan.gov/buymichiganfirst/0,1607,7-225-48677-20042--,00.html). The Federal Debarred Vendor List (Excluded Parties List System) and related links searched at [https://www.dol.gov/agencies/ofccp/debarred-list](https://www.dol.gov/agencies/ofccp/debarred-list).

23. **Supplier Liability:** The Supplier will be liable for any associated costs of repairs for damage to buildings or other UNIVERSITY property caused by the negligence of the Supplier’s employees.

24. **Early Termination by the University:** The UNIVERSITY shall have the right to terminate the contract with the Supplier without penalty after the UNIVERSITY’S thirty (30) days written notice of termination to the Supplier under the following circumstances:

1. **Default of Supplier**

   It shall be considered a default whenever the Supplier shall:

   a. Disregard or violate material provisions of the contract documents or UNIVERSITY instructions, or fail to execute the work according to the agreed upon schedule of completion and/or time of completion specified, including extensions thereof, or fail to reach agreed upon performance results.

   b. Declare bankruptcy, become insolvent, or assign company assets for the benefit of creditors.

2. **Convenience of the UNIVERSITY**

   When termination of the contract is determined to be in the best interest of the University for serving its community, and its students, faculty, and staff.

**Note:** Any contract cancellation notice shall not relieve the SUPPLIER of the obligation to deliver and/or perform prior to the effective date of cancellation.

25. **Cancellation of Contract by the Supplier:** The Supplier must provide a minimum of ninety (90) days written notice of cancellation of contract to the UNIVERSITY regardless of the reason for said termination. Such notification must be sent to:

   Kenneth Doherty, Associate Vice President
   Procurement & Business Services
   Wayne State University
   **RFP: State Hall Renovation**
   5700 Cass Avenue, Suite 4200, AAB
   Detroit, MI 48202
26. **Notice:** Any notice to either party hereunder must be in writing signed by the party giving it and shall be served either personally or by registered or certified mail addressed as follows:

To the University:

**Wayne State University**  
Kenneth Doherty, Associate VP  
Procurement & Strategic Sourcing  
5700 Cass Avenue, Suite 4200  
Detroit, MI, 48202

To the Supplier:

(Supplier_Name)

(Supplier_Representative)

(Representative_Title)

(Supplier_Address), (Supplier_City_State_Zip)

The above notification addresses as may be modified by either party during the agreement, only by written notice. All such notices shall be effective only when received by the addressee.

27. **Entire Agreement:** This Agreement and its exhibits, along with the RFP dated *(Quote_Date)* and the Supplier’s Proposal dated *(Bid_Date)* (and its attachments, if any), and subsequent clarifications and addenda, constitute the entire agreement between the parties with respect to the subject matter hereof and may not be amended except by a written agreement signed by the Supplier and an authorized representative of the University. Said terms govern and supersede the standard terms and conditions of individual Purchase Orders, regardless of whether said Purchase Orders specifically reference back to this Agreement.

28. **Modification of Service:** The UNIVERSITY reserves the right to modify the services during the course of the contract, with concurrence of the Supplier. Any changes in pricing and rates proposed by the Supplier resulting from such changes are subject to acceptance by the UNIVERSITY.

In the event prices and rates cannot be negotiated to the satisfaction of both parties, the contract may be subject to cancellation and competitive bidding based upon the new specifications.

29. **Severability:** The terms of this Agreement are severable such that if any term or provision is declared by a court of competent jurisdiction to be illegal, void, or unenforceable, the remainder of the provisions shall continue to be valid and enforceable.

30. **Governing Law and Compliance:** This Agreement shall be governed by and construed under the laws of the State of Michigan, without regard to its choice of law rules. Any lawsuits arising from or incident to this Agreement shall be brought in the Michigan Court of Claims. Each party will be individually responsible for compliance with all laws, including anti-discrimination laws, which may be applicable to their respective activities under this Agreement.

31. **Non-Waiver:** The delay or failure of either party to exercise any of its rights under this Agreement for a breach thereof shall not be deemed to be a waiver of such rights, nor shall the same be deemed to be a waiver of any subsequent breach, either of the same provision or otherwise.

32. **Non-Assignment:** The agreement shall be between the UNIVERSITY and the Supplier, and the Supplier shall neither assign nor delegate the agreement, its rights or obligations, or any of its terms without the express written permission of the UNIVERSITY.

33. **Authority:** The parties warrant that they have the authority to enter into this Agreement and that entering into this Agreement is not restricted or prohibited by any existing agreement to which they are parties.

34. **Non-Exclusivity:** This Agreement does not create an exclusive relationship between Wayne State University and the Supplier. The University reserves the right to use other service providers, in the event it is determined to be in the best interest of the University, its employees, students, or staff.

35. **Credit References:** From time to time, the University is asked to provide credit and business references to potential new Suppliers. Company agrees that it will serve as a Credit Reference for the University with respect to the amount and timeliness of payments.

36. **Financial Reports:** Upon University request, the Supplier must provide publicly distributed annual reports and/or independently audited financial statements including its statement of financial position, statement of operations, and statement of cash flows.

37. **Right to Audit:** Supplier must further agree to permit the UNIVERSITY, upon request, to audit SUPPLIER’s books, but only as it relates to the Wayne State University account, including invoicing, operational, and technology controls (when applicable). The University is limited to 1 request per calendar year of this agreement.
The Supplier, at its sole expense, shall cause to be issued and maintained in full effect for the term of this Agreement, insurance as set forth hereunder:

**General Requirements**

<table>
<thead>
<tr>
<th>Type of Insurance</th>
<th>Minimum Requirement</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td>1. Commercial General Liability (CGL)</td>
<td>$1,000,000 combined single limit</td>
</tr>
<tr>
<td>CGL insurance should be written on ISO form CG 00 01 (or equivalent substitute)</td>
<td>$2,000,000 annual aggregate</td>
</tr>
<tr>
<td>Contracts valued at $100,000 per year or more</td>
<td>Umbrella Liability per occurrence and in the annual aggregate of $5,000,000.</td>
</tr>
<tr>
<td>2. Commercial Automobile Liability (including hired and non-owned vehicles)</td>
<td>$1,000,000 combined single limit per accident for bodily injury and property damage, without annual aggregate.</td>
</tr>
<tr>
<td>3. Workers' Compensation (Employers' Liability)</td>
<td>Required by the State of Michigan and Employer's Liability in the amount of $500,000 per accident for bodily injury or disease.</td>
</tr>
</tbody>
</table>

**Maximum Acceptable Deductibles**

<table>
<thead>
<tr>
<th>Type of Insurance</th>
<th>Deductible</th>
</tr>
</thead>
<tbody>
<tr>
<td>Comprehensive General Liability</td>
<td>$5,000</td>
</tr>
<tr>
<td>Comprehensive Automobile Liability</td>
<td>0</td>
</tr>
<tr>
<td>Workers' Compensation</td>
<td>0</td>
</tr>
<tr>
<td>Property - All Risk</td>
<td>$1,000</td>
</tr>
</tbody>
</table>

**Coverage**

1. All liability policies must be written on an occurrence form of coverage.
2. Commercial General Liability (CGL) includes, but is not limited to: personal injury, property damage, consumption or use of products, existence of equipment or machines on location, and contractual obligations to customers.
3. The Board of Governors of Wayne State University shall be named as an additional insured, but only with respect to accidents arising out of said contract, on any of Supplier's or its subcontractors' insurance policies.
4. The additional insured provision shall contain a cross liability clause as follows: “The insurance afforded applies separately to each insured against whose claim is made or suit is brought, except with respect to the limits of the company's liability.”
5. The insurance company for each line of insurance coverage will be reviewed and checked per the A.M. Best’s Key Rating Guide. A rating of not less than “A-” is required.

**Certificates of Insurance**

1. Certificates of Insurance naming Wayne State University / Office of Risk Management as the certificate holder and stating the minimum required coverage must be forwarded to the Office of Risk Management to be verified and authenticated with the agent and/or insurance company.
2. Certificates shall contain a statement from the insurer that, for this contract, the care, custody, or control exclusion is waived.
3. Certificates shall be issued on a ACORD form or one containing the equivalent wording, and require giving WSU a thirty (30) day written notice of cancellation or material change prior to the normal expiration of coverage.
4. Revised certificates must be forwarded to the Office of Risk Management thirty (30) days prior to the expiration of any insurance coverage listed on the original certificate, as follows:

Wayne State University
Office of Risk Management
5700 Cass Avenue, Suite 4622 AAB
Detroit, MI 48202

**Specific Requirements:** Individual contracts may require coverage in addition to the minimum general requirement such as, business interruption, higher limits and or blanket fidelity insurance.

**Exception to the insurance requirements** is to be approved, in writing, by the Office of Risk Management. Exceptions are determined by the type and nature of the contract and the individual contractor.
IN WITNESS WHEREOF, the authorized representatives of the parties have executed this Agreement on (Contract_Date).

Wayne State University
Signature: 
Name: Kenneth Doherty, CPSM
Title: Associate Vice President – Procurement
Date: 
Phone: 313-577-3756
email: ac0578@wayne.edu

(Supplier_Name)
Signature: 
Name: 
Title: 
Date: 
Phone: 
email: 

Wayne State University
Signature: 
Name: David Massaron
Title: CFO and Senior Vice President for Finance & Business Operations
Date: 
Phone: 313-577-5580
email: bx8350@wayne.edu
EXHIBIT A
Roles & Responsibilities

The roles and responsibilities of the Supplier are listed below.
(Scope_of_Work)

Sample
Wayne State University, hereafter referred to as “University”, has contracted with (Supplier_Name), hereafter referred to as “The Supplier” to supply (Named_Services) and related services to the University as defined in and pursuant to the Strategic Source Agreement (“Agreement”) between the parties. As part of this Agreement, the undersigned agrees to the terms of this Confidentiality and Non-Disclosure Agreement (the “NDA”) as follows:

1) Confidential Information

For the purposes of this NDA the term “Confidential Information” shall mean any non-public, proprietary or confidential information received by the Supplier, from the University, in the course of providing services as described above, including but not limited to:

(i) any and all technical and business information of the University and
(ii) information from third parties related to health care services and research; provided, however, that Confidential Information does not include any information that:
   (a) was in the possession of the Supplier at the time of disclosure by the University, directly or indirectly,
   (b) is or has become, through no fault of the Supplier, available to the general public or
   (c) is independently developed and hereafter supplied to the Supplier by a third party without restriction on disclosure.

2) Use of Information

The undersigned hereby agrees not to use Confidential Information for any purpose except in the performance of services as described above.

3) Reproduction of Materials

The undersigned will not retain or transfer any programming, documentation, or any other University controlled or provided software or other materials. No such materials may be copied or reproduced without the University’s express prior written consent, and any copies made shall become the property of the University.

4) Confidentiality

The undersigned agrees to maintain the confidentiality of the Confidential Information, programs, documentation, and any related materials. The undersigned will not share any information regarding the Confidential Information, programs, documentation, and any related materials with any third party, subcontractor, or independent vendor unless expressly given permission in writing by an authorized University official.

5) No Waiver

Nothing in this NDA shall be construed to limit or otherwise reduce the University’s rights to enforce its terms. No delay or forbearance by the University in enforcing any rights set forth in this NDA shall be construed to operate as a waiver of such rights.
6) Supplier Employees and Agents

The Supplier represents and warrants that it has the authority to bind each of its employees, officers, agents, representatives and consultants to the terms of the Agreement. The Supplier shall be responsible for ensuring such personnel are aware of and comply with all obligations imposed by this NDA.

7) Breach of Contract

Any breach of this NDA by the Supplier and/or any of its officers, agents, employees, representatives and/or consultants shall be considered a material breach of the Service Provider Agreement or individual Purchase Order. The Supplier and each of its officers, agents, employees, representatives and/or consultants shall be both jointly and individually liable to the University for any Damages as a result of any breach of this NDA.

The Supplier acknowledges and agrees that a breach of this NDA may cause continuing and irreparable injury to the University as a direct result of any such violation, for which the remedies at law may be inadequate, and that the University shall therefore be entitled, in the event of any actual or threatened violation of the NDA by the Supplier, and in addition to any other remedies available to it, to a temporary restraining order and to injunctive relief against the Supplier or the undersigned to prevent any violations thereof, and to any other appropriate equitable relief.

8) Governing Law, Modification

This NDA shall be governed by and construed under the laws (other than the choice or conflict of law provisions) of the State of Michigan. Any legal action arising out of or relating to this NDA shall be brought in the Michigan Court of Claims. The provisions of this NDA may not be amended except in a writing signed on behalf of each party.

The undersigned agrees to the specific terms expressed in this NDA.

________________________________________________________________________
Name                      Telephone

________________________________________________________________________
(Supplier_Name)            Company

________________________________________________________________________
Signature                   Date
EXHIBIT C
Price or Rate Structure
Sample
MEETING 1 - FURNITURE KICK-OFF
MEETING 2 - CLASSROOM FURNITURE
MEETING 3 - ANCILIARY FURNITURE
MEETING 4 - FEEDBACK REVIEW AND FINAL SELECTIONS
MEETING 5 - FINISH SELECTIONS

WSU State Hall Furniture Schedule

MILESTONE DATES

- 12/05/22 - REVIEW SET TO OWNER
- 12/22/22 - FINAL OWNER COMMENTS DUE
- 01/09/23 - OUT FOR BID
- 01/30/23 - BIDS DUE
- 02/03/23 - BID REVIEW TAB TO OWNER
- 02/28/23 - PURCHASE ORDER TO DEALERS
- 03/31/22 - LAST DAY FOR ORDER
- 07/24/23 - FURNITURE INSTALL
- 08/18/23 - INSTALL COMPLETE
- 08/28/23 - CLASSES START

OWNER MEETINGS

- 12/05/22 - REVIEW SET TO OWNER
- 12/22/22 - FINAL OWNER COMMENTS DUE
- 01/09/23 - OUT FOR BID
- 01/30/23 - BIDS DUE
- 02/03/23 - BID REVIEW TAB TO OWNER
- 02/28/23 - PURCHASE ORDER TO DEALERS
- 03/31/22 - LAST DAY FOR ORDER
- 07/24/23 - FURNITURE INSTALL
- 08/18/23 - INSTALL COMPLETE
- 08/28/23 - CLASSES START

HOLIDAYS

- 01/09/23 - OUT FOR BID
- 01/30/23 - BIDS DUE
- 02/03/23 - BID REVIEW TAB TO OWNER
- 02/28/23 - PURCHASE ORDER TO DEALERS
- 03/31/22 - LAST DAY FOR ORDER
- 07/24/23 - FURNITURE INSTALL
- 08/18/23 - INSTALL COMPLETE
- 08/28/23 - CLASSES START

MANUFACTURING LEAD TIME

- 12/05/22 - REVIEW SET TO OWNER
- 12/22/22 - FINAL OWNER COMMENTS DUE
- 01/09/23 - OUT FOR BID
- 01/30/23 - BIDS DUE
- 02/03/23 - BID REVIEW TAB TO OWNER
- 02/28/23 - PURCHASE ORDER TO DEALERS
- 03/31/22 - LAST DAY FOR ORDER
- 07/24/23 - FURNITURE INSTALL
- 08/18/23 - INSTALL COMPLETE
- 08/28/23 - CLASSES START

SAMPLE DEMO - STUDENT AND FACULTY FEEDBACK

BID PERIOD

- 12/05/22 - REVIEW SET TO OWNER
- 12/22/22 - FINAL OWNER COMMENTS DUE
- 01/09/23 - OUT FOR BID
- 01/30/23 - BIDS DUE
- 02/03/23 - BID REVIEW TAB TO OWNER
- 02/28/23 - PURCHASE ORDER TO DEALERS
- 03/31/22 - LAST DAY FOR ORDER
- 07/24/23 - FURNITURE INSTALL
- 08/18/23 - INSTALL COMPLETE
- 08/28/23 - CLASSES START

INSTALLATION
Wayne State University

WSU State Hall Renovation Furniture Package

5143 Cass Avenue, Detroit, Michigan, 48202

Issued for Bids 01/09/2023
Product Info
Manufacturer: Steelcase
Style/Series: Thread Power Hub Accessory
Description: Desk height power hub accessory with 5' cord length, 6 standard NEMA three-prong plug outlets (three each side), Integrated cord wrap, weighted base.

Sales Rep
Primary
Tracey Gancasz
Email: tgancasz@steelcase.com
Office Phone: 248-613-8168

Attributes
Model #: PFLHUB
Frame Color: Merle
Height: 37 1/8"

ALTERNATES
Alternate No. 1: OFS Vesta Power Hub
Alternate No. 2: Allsteel Vesta Power Hub

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---|----------------|----------|
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0207.00 | CLASSROOM     | 3        |
0209.00 | CLASSROOM     | 2        |
0211.00 | CLASSROOM     | 3        |
1104.00 | LECTURE       | 5        |
1109.00 | CLASSROOM     | 10       |
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1114.00 | CLASSROOM     | 10       |
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1117.00 | CLASSROOM     | 8        |
1201.00 | CLASSROOM     | 8        |
1202.00 | OPEN LEARNING | 3        |
1205.00 | CLASSROOM     | 10       |
1206.00 | SEMINAR       | 4        |
1209.00 | CLASSROOM     | 10       |
2090.06 | CORRIDOR      | 2        |
2104.00 | LECTURE       | 5        |
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Total: 234
Product Info

Manufacturer: KI Furniture
Style/Series: LimeLite Stack Chair w/ Casters
Description: 4 leg base with hard casters for carpet, armless, poly seat and flex back.

Sales Rep

Primary
Brenda Reed
Email: brenda.reed@ki.com
Office Phone: 248-496-5559

Attributes

Model #: LL2100/NFR
DIMENSIONS
Seat Height: 17 1/2”
Overall Width: 18 1/4”
Overall Depth: 20”
Overall Height: 33 1/4”
FINISHES
Base/Frame: Flannel Textured
Shell: Zesty Lime
Casters: Black

ALTERNATES
Alternate No. 1: Haworth Very Side Chair
Alternate No. 2: Steelcase Tenor Chair

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**Total:** 1040
Product Info
Manufacturer: KI Furniture
Style/Series: LimeLite Stack Chair
Description: 4 leg base with glides, armless, poly seat and flex back.

Sales Rep
Primary
Brenda Reed
Email: brenda.reed@ki.com
Office Phone: 248-496-5559

Attributes
Model #: LL1100/NFR
DIMENSIONS
Seat Height: 17 1/2"
Overall Width: 21 3/4"
Overall Depth: 22 1/4"
Overall Height: 33 1/4"
FINISHES
Base/Frame: Flannel FN
Shell: Zesty Lime PZL
Glides: Steel Glides
ALTERNATES
Alternate No. 1: Haworth Very Side Chair
Alternate No. 2: Steelcase Tenor Chair

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**Total:** 130
Product Info
Manufacturer: AMQ Solutions
Style/Series: Bodi
Description: Swivel, 5-star base, height adjustable, upholstered seat, mesh back, height adjustable t-arms, hard wheel caster (for carpet floors)

Attributes
Model #: BODICHAIR
DIMENSIONS
Seat Height: 17 1/2" - 23"
Seat Width: 19"
Seat Depth: 20"
Overall Height: 37 1/4" - 42 3/4"
Arm Span: 24 1/4"
FINISHES
Seat Upholstery: Brisa - Stormy (Price group 6)
Frame: Black
Castors: Black
Back Mesh: Black
ALTERNATES
Alternate No. 1: Haworth Very Conference Chair

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Product Info
Manufacturer: KI Furniture
Style/Series: Diem Task Stool
Description: Height adjustable task stool with arms, upholstered seat, mesh backing, height adjustable arms (up/down only), 5 star hard caster base for carpet, 18” diameter chrome foot ring.

Sales Rep
Primary
Brenda Reed
Email: brenda.reed@ki.com
Office Phone: 248-496-5559

Attributes
Model #: KIDE92B
DIMENSIONS
Seat Height: 21 1/4" - 29 1/4"
Overall Width: 27"
Overall Depth: 27"
Arm Height: 29" - 40 1/2"
FINISHES
Seat Upholstery: Terra - Emerald (grade P0/E)
Back mesh: Black
Base Finish: Black
ALTERNATES
Alternate No. 1: Steelcase Cobi

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Total: 40
Product Info

Manufacturer: KI Furniture
Style/Series: Diem Task Chair

Description: Height adjustable task chair with arms, upholstered seat, mesh backing, 5 star caster base, height adjustable arms (up/down only), hard wheel caster (for carpet floors).

Sales Rep

Primary

Brenda Reed
Email: brenda.reed@ki.com
Office Phone: 248-496-5559

Attributes

Model #: KIDE82B

DIMENSIONS

Seat height: 17 1/2" - 22 1/4"
Overall Width: 27"
Overall Depth: 27"
Arm Height: 24 1/2" - 32 3/4"

FINISHES

Seat Upholstery: Terra - Emerald (Grade P0/E)
Back mesh: Black
Base Finish: Black

ALTERNATES

Alternate No. 1: Steelcase Cobi

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Total: 58

Terra - Emerald 27.223.105
by Pallas Textiles

Black Mesh
by KI Furniture

Black Frame
by KI Furniture

WSU STATE HALL RENOVATION
Location: 5143 Cass Avenue, Detroit, MI
Project Number: 13385

500 Griswold Street, Suite 1700, Detroit, Michigan 48226
Product Info

Manufacturer: KI Furniture

Style/Series: Diem Task Chair

Description: 5-star base task chair with glides, height adjustable, upholstered seat, mesh back, height adjustable t-arms (up/down only)

Attributes

Model #: KIDE82B

DIMENSIONS

Seat Height: 17 1/2" - 22 1/4"
Width: 27"
Depth: 27"
Arm Height: 24 1/2" - 32 3/4"

FINISHES

Seat Upholstery: Terra - Emerald (Grade p0/E)
Back mesh: Black
Base Finish: Black

ALTERNATES

Alternate No. 1: Steelcase Cobi

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Total: 6
Product Info
Manufacturer: Haworth
Style/Series: Very® Side
Description: 4-leg base, hard wheel caster (for carpeted floors), upholstered seat pad, flexible plastic perforated back, with arms.

Sales Rep
Primary
Meredith Vyn
Email: Meredith.Vyn@Haworth.com
Office Phone: 248-330-2812
Mobile Phone: (248) 343-0243

Attributes
Model #: SCS-44-32
DIMENSIONS
Seat Height: 18.2"
Width: 23.5"
Depth: 22"
Overall Height: 33.9"
FINISHES
Seat Upholstery: Momentum - Anthology CV - Aloe (COM Grade F)
Shell Color: Slate TR-FJ
Trim Color: Black TR-F
Caster Color: Black TR-F
ALTERNATES
Alternate No. 1: Steelcase Move Chair

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Total: 513
Product Info
Manufacturer: Haworth
Style/Series: Very Side Chair
Description: 4-leg base, glides, upholstered seat pad, flexible plastic perforated back, with arms.

Sales Rep
Primary
Meredith Vyn
Email: Meredith.Vyn@Haworth.com
Office Phone: 248-330-2812
Mobile Phone: (248) 343-0243

Attributes
Model #: SCS-44-3H
DIMENSIONS
Seat height: 18.2"
Overall Height: 33.9"
Width: 23.5"
Depth: 22"
FINISHES
Seat Upholstery: Momentum - Anthology CV - Aloe (COM Grade F)
Shell: Slate TR-FJ
Trim Color: Black TR-F
Glide Color: Black TR-F

ALTERNATES
Alternate No. 1: Steelcase Move Chair

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Total: 30
Product Info
Manufacturer: Herman Miller
Style/Series: Verus Side Chairs
Description: Side chair with 4-leg base, arms, upholstered seat, mesh back, hard casters for carpet.

Sales Rep
Primary
Molly Gole
Email: mgole@knoll.com
Office Phone: (313) 570-9082

Attributes
Model #: PIA4S1SP
DIMENSIONS
Height: 32 7/8"
Depth: 16 1/4"
Width: 24 3/4"
Seat Height: 18 3/4"
FINISHES
Seat Upholstery: Maharam - Keen - Lock 89N02 (Grade F)
Suspension Material: Interweave 2 - Shale 36506
Frame Finish: Black BK
Caster Color: Black BK

ALTERNATES
Alternate No. 1: Steelcase Move Chair

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Total: 108
Product Info
Manufacturer: KI Furniture
Style/Series: Calida Lounge Chair
Description: Fully upholstered lounge seat shell with low back, 4 star swivel base and hard casters for carpet.

Sales Rep
Primary
Brenda Reed
Email: brenda.reed@ki.com
Office Phone: 248-496-5559

Attributes
Model #: CA09
DIMENSIONS
Seat Height: 19 1/2"
Overall Width: 27"
Overall Depth: 27"
FINISHES
Upholstery: Panache - Peppercorn (grade P0/E)
Frame Color: Black
ALTERNATES
Alternate No. 1: Coalesse Marien 152

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Total: 30

Panache - Peppercorn (27.305.031)
by Pallas Textiles

Black Frame
by KI Furniture

WSU STATE HALL RENOVATION
Location: 5143 Cass Avenue, Detroit, MI
Project Number: 13385

Issued for Bids #1: 1/9/2023
Product Info
Manufacturer: Haworth
Style/Series: Maari™ Stool
Description: Stool with sled base, poly shell, upholstered seat pad, glides, no arms.

Sales Rep
Primary
Meredith Vyn
Email: Meredith.Vyn@Haworth.com
Office Phone: 248-330-2812
Mobile Phone: (248) 343-0243

Attributes
Model #: S7HB-24-0H
DIMENSIONS
Width: 23”
Height: 45.5”
Depth: 23”
Seat height: 30”
FINISHES
Seat upholstery: Pemberton - Fossil SN-FS (Grade B)
Seat Shell: Balsam - TR-1T
Frame Finish: Black (TR-F)
ALTERNATES
Alternate No. 1: Knoll MultiGeneration Stool

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Total: 48
Product Info

Manufacturer: Haworth
Style/Series: Maari™ Chair
Description: Side chair with sled base, poly shell, upholstered seat pad, glides, no arms.

Attributes
Model #: S7H-24-0H
DIMENSIONS
Width: 25.25”
Depth: 21.75”
Height: 33.75”
Seat Height: 18”
FINISHES
Seat upholstery: Pemberton - Fossil SN-FS
Seat Shell: Balsam - TR-1T
Frame Finish: Black (TR-F)

ALTERNATES
Alternate No. 1: Knoll MultiGeneration Side Chair

Notes
sled base, poly shell, upholstered seat pad, glides

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Total: 20
Product Info

Manufacturer: Turnstone
Style/Series: Scoop Stool
Description: Sled base low back stool with glides, poly shell, upholstered seat pad.

Sales Rep

Primary
Tracey Gancasz
Email: tgancasz@steelcase.com
Office Phone: 248-613-8168

Attributes

Model #: TS30702
DIMENSIONS
Depth: 20 1/4"
Width: 23"
Seat height: 28 3/4"
FINISHES
Upholstery: CF Stinson- Laredo - Flint (Price group 4)
Plastic Seat: Honey 6BD5
Frame Color: Merle

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Total: 8

Laredo - Flint L22
by CF Stinson

Honey chair shell 6BD5
by Turnstone

7360 Merle
by Steelcase

WSU STATE HALL RENOVATION
Location: 5143 Cass Avenue, Detroit, MI
Project Number: 13385

500 Griswold Street, Suite 1700, Detroit, Michigan 48226
Product Info
Manufacturer: Turnstone
Style/Series: Scoop Chair
Description: Sled base low back chair with glides, poly shell, upholstered seat pad.

Sales Rep
Primary
Tracey Gancasz
Email: tgancasz@steelcase.com
Office Phone: 248-613-8168

Attributes
Model #: TS30704
DIMENSIONS
Depth: 18 7/8”
Width: 21 1/8”
Seat height: 18 3/8”
FINISHES
Upholstery: CF Stinson- Laredo - Flint (Price group 4)
Plastic Seat: Honey 6BD5
Frame Color: Merle

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Total: 5
Product Info
Manufacturer: Herman Miller
Style/Series: Setu Chair
Description: Multipurpose chair with mesh seat and back, arms, 5-star caster base, hard casters (for carpet flooring), height adjustable seat, and seat tilt mechanism.

Sales Rep
Primary
Molly Gole
Email: mgole@knoll.com
Office Phone: (313) 570-9082

Attributes
Model #: CQ51M

DIMENSIONS
Height: 37 1/8"
Depth: 15"
Width: 19"
Seat Height: 15 1/2" - 20"

FINISHES
Frame Finish: Graphite G1
Suspension Material: Lyris 2 - Chartreuse

ALTERNATES
Alternate No. 1: Allsteel Clarity Chair

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Total: 41
Product Info

Manufacturer: Allsteel
Style/Series: Acuity Task Chair
Description: Task chair with 4D adjustable arms, mesh back, 5 star dual-hard caster base.

Attributes

Model #: AWMGGDNO.P85.2.H.WP40S
DIMENSIONS
Width: 26 1/8"
Height: 41-46 1/2"
Depth: 25"
Seat height: 16 3/4" - 21 3/4"
Seat Depth: 15 1/2" - 18 1/2"

FINISHES
Back mesh: Dusk mesh
Base Color: Graphite Painted Aluminum
Upholstery: Whisper Vinyl, Black (Grade 2)

ALTERNATES
Alternate No. 1: Herman Miller New Aeron Chair
Alternate No. 2: Haworth Zody

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Total: 5

Dusk Mesh
by Allsteel

Graphite Frame
by Allsteel

Whisper Vinyl - Black
by Allsteel
Product Info
Manufacturer: SitOnIt Seating
Style/Series: Envoi Lounge Chair
Description: Mid-back lounge chair with metal glide base, swivel return, fully upholstered seat and back.

Attributes
Model #: ENV BH4 CH6 BMM
DIMENSIONS
Height: 34.75"
Width: 27"
Depth: 26"
Seat Height: 16.5"
FINISHES
Base Finish: Charcoal BF04
Full Upholstery: Maharam - Levity - Treehouse 013 (Grade 8)
ALTERNATES
Alternate No. 1: Haworth Poppy

# Rooms Quantity
4102.00 OPEN LEARNING 6
4211.00 OPEN ALCOVE 2
4213.00 OPEN ALCOVE 2
Total: 10
Product Info
Manufacturer: KI Furniture
Style/Series: LimeLite Learn2 Seating
Description: Poly shell chair with non-handed plastic tablet arm, poly bookbag rack and hard casters (for carpet flooring)

Sales Rep
Primary
Brenda Reed
Email: brenda.reed@ki.com
Office Phone: 248-496-5559

Attributes
Model #: L2LT1/NA/CAR
DIMENSIONS
Seat Height: 18 1/2”
Seat Depth: 18 3/4”
Seat Width: 19 1/4”
Tablet Width: 21 1/2”
Tablet Depth: 13”
FINISHES
Tablet Surface: Flannel FN
Frame Color: Flannel textured
Poly Shell: Zesty Lime PZL
Casters: Black

ALTERNATES
Alternate No. 1: Turnstone Shortcut Tablet Arm Chair

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Total: 492
Product Info
Manufacturer: Coalesse
Style/Series: SW_1 Lounge Seating
Description: Fully upholstered high back lounge chair with tablet arm, 4-star swivel base, glides, fixed lumbar cushion. One left-handed unit per space.

Attributes
Model #: COW713
DIMENSIONS
Height: 41 3/4”
Width: 32 1/4”
Depth: 30”
Seat Height: 16”
FINISHES
Upholstery: Brindle - Jungle 008 (COM)
Knit back: Silver 5KH3
Base: Flash 4AX0
Tablet Arm Finish: 6000 Black
Lumbar Cushion Upholstery: Acclaim - Purple Haze WC751-005 (Price group 5)

ALTERNATES
Alternate No. 1: Senator Ad-Lib

# Rooms Quantity
1121.00 LEARNING LOUNGE 4
1202.00 OPEN LEARNING 4
2121.00 LEARNING LOUNGE 4
2122.00 STUDY ROOM 6
2202.00 OPEN LEARNING 4
3121.00 LEARNING LOUNGE 4
3122.00 STUDY ROOM 6
3202.00 OPEN LEARNING 4

Total: 36
Product Info
Manufacturer: Allsteel
Style/Series: Recharge Lounge System
Description: Nine seat modular lounge with corner, 2” adjustable glide base. Ganging brackets included. Seat and back upholstered separately. Refer to plan layout for overall dimensions and configuration.

Attributes
Model #s: MLM13, MLM4 (x3), MLM2, MLMGK
DIMENSIONS
Width: 28"
Height: 28 7/8"
Depth: 29"
Seat Height: 17 1/4"
Seat Depth: 20"
FINISHES
Seat Upholstery: CF Stinson - Clean Slate 2.0 - Onyx
CLN 248 (COM)
Back Upholstery: Maharam - Parquet - Zostera 013
(COM)
ALTERNATES
Alternate No. 1: SitOnIt Pasea Lounge
Alternate No. 2: Coalesse Lagunitas

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Total: 6
ENLARGED PLAN L-02

SCALE: 1/4" = 1'-0"

L-02

2' - 5"

MLM13

MLM4

MLM4

MLM4

MLM2

2' - 5"

9' - 8"

2 SEATS

2 SEATS

2 SEATS

14' - 6"

2 SEATS

1 SEAT

L-02 ENLARGED PLAN OPEN LOUNGE

SCALE: 1/4" = 1'-0"
Product Info

Manufacturer: Allsteel

Style/Series: Recharge Lounge System

Description: Seven seat modular lounge with corner, 2” adjustable glide base, simplex/usb port corded 120”, Ganging brackets included. Seat and back upholstered separately. Refer to plan layout for overall dimensions and configuration.

Attributes

Model #s: MLM4 (x2), MLM11, MLM27, MLMGK, MLMZCA72

DIMENSIONS

Width: 28”

Height: 28 7/8”

Depth: 29”

Seat Height: 17 1/4”

Seat Depth: 20”

FINISHES

Seat Upholstery: CF Stinson - Core 2.0 - Slate CRE 210 (COM)

Back Upholstery: Maharam - Parquet - Elegance 008 (COM)

ALTERNATES

Alternate No. 1: SitOnIt Pasea Lounge

Alternate No. 2: Coalesse Lagunitas

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**Scale:** 1/4" = 1'-0"
Product Info

Manufacturer: Allsteel
Style/Series: Recharge Lounge System
Description: Round Pouf/ottoman, fully upholstered, glide base.

Attributes
Model #: MLM20S

DIMENSIONS
Height: 17 1/4"
Width: 19"
Depth: 19"

FINISHES

Upholstery: CF Stinson - Core 2.0 - Marigold CRE 249 (COM)

ALTERNATES
Alternate No. 1: SitOnIt Pasea Mini Round Ottoman
Alternate No. 2: Turnstone Campfire Ottoman

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Total: 18
Product Info
Manufacturer: Allsteel
Style/Series: Recharge Lounge System
Description: Three seat modular lounge with no arms, glide base. Seat and back upholstered separately.

Attributes
Model Number: MLM4S
DIMENSIONS
Height: 28 7/8"
Width: 58"
Depth: 29"
Seat Height: 17 1/4"
Seat Depth: 20"
FINISHES
Back Upholstery: Maharam - Parquet - Zostera 013 (COM)
Seat Upholstery: CF Stinson - Clean Slate 2.0 - Onyx CLN 248 (COM)
ALTERNATES
Alternate No. 1: SitOnIt Pasea Lounge
Alternate No. 2: Coalesse Lagunitas

# | Rooms          | Quantity |
---|----------------|----------|
1202.00 | OPEN LEARNING LOUNGE | 3        |
2202.00 | OPEN LEARNING LOUNGE | 3        |
3202.00 | OPEN LEARNING LOUNGE | 3        |

Total: 9
Product Info
Manufacturer: Allsteel
Style/Series: Recharge Lounge System
Description: Two seat modular lounge with right corner, 2” adjustable glide base. Seat and back upholstered separately.

Attributes
Model #: MLM13
DIMENSIONS
Height: 28 7/8”
Depth: 29”
Width: 58”
Seat height: 17 1/4”
Seat Depth: 20”
FINISHES
Back Upholstery: Maharam - Parquet - Zostera 013 (COM)
Seat Upholstery: CF Stinson - Clean Slate 2.0 - Onyx CLN 248 (COM)
ALTERNATES
Alternate No. 1: SitOnIt Pasea Lounge
Alternate No. 2: Coalesse Lagunitas

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Total: 6
Product Info
Manufacturer: Allsteel
Style/Series: Recharge Lounge System
Description: Two seat modular lounge with left corner, 2” adjustable glide base. Seat and back upholstered separately.

Attributes
Model #: MLM11
DIMENSIONS
Height: 28 7/8”
Width: 58”
Depth: 29”
Seat Height: 17 1/4”
Seat Depth: 20”
FINISHES
Back Upholstery: Maharam - Parquet - Zostera 013 (COM)
Seat Upholstery: CF Stinson - Clean Slate 2.0 - Onyx CLN 248 (COM)
ALTERNATES
Alternate No. 1: SitOnIt Pasea Lounge
Alternate No. 2: Coalesse Lagunitas

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Total: 6
Product Info
Manufacturer: OFS Furniture
Style/Series: Bända - Bench
Description: Three seat bench, upholstered cushions, metal frame with glide base.

Sales Rep
Primary
Natalie Davis
Email: ndavis@daviscorporatesolutions.com

Attributes
Model #: BD-7224FCC
DIMENSIONS
Height: 18.5”
Depth: 24”
Width: 71.25”

FINISHES
Seat upholstery: CF Stinson - Live Wire - Palm LIV52 (COM)
Frame Finish: Graphite Base GRX

ALTERNATES
Alternate No. 1: Steelcase Regard
Alternate No. 2: Kimball Villa Lounge Bench

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Total: 7
Product Info
Manufacturer: OFS Furniture
Style/Series: Bända - Bench
Description: Two seat bench, upholstered cushions, metal frame with glide base.

Sales Rep
Primary
Natalie Davis
Email: ndavis@daviscorporatesolutions.com

Attributes
Model #: BD-4824FCC

DIMENSIONS
Height: 18.5"
Depth: 24"
Width: 47.75"

FINISHES
Frame Finish: Graphite Base GRX
Seat Upholstery: CF Stinson - Live Wire - Palm LIV52 (COM)

ALTERNATES
Alternate No. 1: Steelcase Regard
Alternate No. 2: Kimball Villa Lounge Bench

<table>
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Total: 3
Product Info
Manufacturer: Allsteel
Style/Series: Recharge Lounge System
Description: Six seat modular lounge with two corners, 2" adjustable glide base, ganging brackets included. Seat and back upholstered separately. Refer to plan layout for overall dimensions and configuration.

Attributes
Model #s: MLM4 (x2), MLM11, MLM27, MLMGK

DIMENSIONS
Height: 28 7/8"
Width: 28"
Depth: 29"
Seat height: 17 1/4"
Seat Depth: 20"

FINISHES
Back Upholstery: Maharam - Parquet - Zostera 013 (COM)
Seat Upholstery: CF Stinson - Clean Slate 2.0 - Onyx CLN 248 (COM)

ALTERNATES
Alternate No. 1: SitOnIt Pasea Lounge
Alternate No. 2: Coalesse Lagunitas

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Total: 1

Parquet - Zostera 013
by Maharam

Clean Slate 2.0 Onyx CLN 248
by CF Stinson
**ENLARGED PLAN L-10**

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<th>SKETCH TITLE</th>
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| SKETCH NUMBER | 1/4" = 1'-0" |

| SCALE | 1/4" = 1'-0" |

**FURNITURE SPECIFICATIONS**

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| DATE | 01/09/2023 BIDS |

**AI - FURNITURE PLANS**

<table>
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<th>2 SEATS</th>
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**SKETCH**

**L-10 OPEN LOUNGE MEDIUM L CONFIGURATION**

**SCALE:** 1/4" = 1'-0"
Product Info
Manufacturer: Allsteel
Style/Series: Recharge Lounge System
Description: Six seat modular lounge with one left corner, 2" adjustable glide base. Ganging brackets included. Seat and back upholstered separately. Refer to plan layout for overall dimensions and configuration.

Attributes
Model #s: MLM10, MLM11, MLM4, MLMGK
DIMENSIONS
Height: 28 7/8"
Width: 28"
Depth: 29"
Seat Height: 17 1/4"
Seat Depth: 20"
FINISHES
Back Upholstery: Maharam - Parquet - Zostera 013 (COM)
Seat Upholstery: CF Stinson - Clean Slate 2.0 - Onyx CLN 248 (COM)
ALTERNATES
Alternate No. 1: SitOnIt Pasea Lounge
Alternate No. 2: Coalesse Lagunitas

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Total: 1
Product Info
Manufacturer: Allsteel
Style/Series: Recharge Lounge System
Description: Six seat lounge with one right corner, 2" adjustable glide base. Ganging brackets included. Seat and back upholstered separately. Refer to plan layout for overall dimensions and configuration.

Attributes
Model #: MLM9, MLM13, MLM4, MLMGK
DIMENSIONS
Height: 28 7/8"
Width: 28"
Depth: 29"
Seat height: 17 1/4"
Seat Depth: 20"
FINISHES
Back Upholstery: Maharam - Parquet - Zostera 013 (COM)
Seat Upholstery: CF Stinson - Clean Slate 2.0 - Onyx CLN 248 (COM)
ALTERNATES
Alternate No. 1: SitOnIt Pasea Lounge
Alternate No. 2: Coalesse Lagunitas

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Total: 1
ENLARGED PLAN L-12

L-12

1/4" = 1'-0"

SCALE

FURNITURE SPECIFICATIONS

WSU State Hall Renovation

PROJECT NUMBER

13385.000

DATE

01/09/2023 BIDS

AI - FURNITURE PLANS

SHEET REFERENCE

1 L-12 ACOVE RIGHT L CONFIGURATION

SCALE: 1/4" = 1'-0"

MLM4

MLM13

MLM9

MLMGK

2 SEATS

9' - 8"

2 SEATS

2' - 5"

2 SEATS

7' - 3"

500 GRISWOLD SUITE 1700 DETROIT, MI 48226 313.983.3600 smithgroup.com
Product Info
Manufacturer: Allsteel
Style/Series: Recharge Lounge System
Description: Single seat modular lounge, no arms, 2” adjustable glide base. Seat and back upholstered separately.

Attributes
Model #: MLM2
DIMENSIONS
Width: 29"
Height: 28 7/8"
Depth: 29"
Seat Height: 17 1/4"
Seat Depth: 20"
FINISHES
Back Upholstery: Maharam - Parquet - Zostera 013 (COM)
Seat Upholstery: CF Stinson - Clean Slate 2.0 - Onyx CLN 248 (COM)
ALTERNATES
Alternate No. 1: SitOnIt Pasea Lounge
Alternate No. 2: Coalesse Lagunitas

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Total: 8
Product Info
Manufacturer: Coalesse
Style/Series: Bob Lounge Seating
Description: High-back, adjustable headrest, 4-star swivel metal base, glides, fully upholstered.

Attributes
Model #: 221
DIMENSIONS
Width: 35"
Height: 41 1/4"
Depth: 34 1/4"
Seat Height: 17"
FINISHES
Upholstery: Mayer - Acclaim - Purple haze (Price group 5)
Base: Anthracite Textured 7197
ALTERNATES
Alternate No. 1: Knoll KN02 High Back Lounge
Alternate No. 2: Arcadia Contract Nios High Back Lounge

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Total: 2

Acclaim - Purple Haze WC751-005
by Mayer Fabrics

Base paint - Anthracite textured 7197
by Coalesse/Steelcase

WSU STATE HALL RENOVATION
Location: 5143 Cass Avenue, Detroit, MI
Project Number: 13385

500 Griswold Street, Suite 1700, Detroit, Michigan 48226

SMITHGROUP
Product Info
Manufacturer: Rubbermaid
Style/Series: Silhouette Large Rectangle 22.5 Gal Stainless Steel Decorative Indoor Waste Container
Description: 22.5 Gallon decorative rectangle indoor waste container, perforated stainless steel surround, plastic liner, adjustable leg levers.

Attributes
SKU: FGSR18SSPL
DIMENSIONS
Length: 24"
Width: 12"
Height: 30 1/3"
FINISHES
Color: Stainless Steel

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Total: 19
Product Info
Manufacturer: Allsteel
Style/Series: Essentials Locking Cabinet 5 High
Description: Double Door pull storage locking cabinet, 5 adjustable shelves. All cabinets keyed alike. Integral pull, leveling glides, counterweight included.

Attributes
Model #: ESC536I
DIMENSIONS
Height: 64 1/4"
Width: 36"
Depth: 18"
FINISHES
Paint: Flint P02
ALTERNATES
Alternate No. 1: Steelcase Universal Storage
Alternate No. 2: Knoll Calibre Cabinet

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Total: 3
Product Info

Manufacturer: Allsteel
Style/Series: Essentials Bookcase 5 High
Description: 4 adjustable shelf bookcase, leveling glides, counterweight included.

Attributes
Model #: EBC536

DIMENSIONS
Height: 64 1/4"
Width: 36"
Depth: 18"

FINISHES
Paint: Flint

ALTERNATES
Alternate no. 1: Steelcase Universal Storage
Alternate no. 2: Knoll Calibre Bookcase

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Total: 2
Product Info
Manufacturer: KI Furniture
Style/Series: Pirouette Table
Description: Fixed height, flip and nest top table, metal T-leg pivoting base, hard casters (for carpet flooring), plastic laminate top with pvc edge banding.

Sales Rep
Primary
Brenda Reed
Email: brenda.reed@ki.com
Office Phone: 248-496-5559

Attributes
Model #: PINR3060T/74P/NNN/NMP

DIMENSIONS
Height: 29"
Width: 60"
Depth: 30"

FINISHES
Edge Color: Kensington Maple
Surface: Kensington Maple
Frame: Flannel

ALTERNATES
Alternate No. 1: Steelcase Verb Table
Alternate No. 2: SitOnIt Parallon Table

#
Rooms |
--- |
0205.00 |
0207.00 |
0211.00 |
1201.00 |
1205.00 |
1209.00 |
2109.00 |
2111.00 |
2113.00 |
2114.00 |
2116.00 |
2118.00 |
2120.00 |
2201.00 |
2205.00 |
2207.00 |
2211.00 |
3109.00 |
3111.00 |
3113.00 |

Quantity |
--- |
11 |
11 |
11 |
20 |
22 |
18 |
7 |
11 |
7 |
7 |
11 |
7 |
7 |
11 |
20 |
11 |
11 |
11 |
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Total: 388
Product Info
Manufacturer: KI Furniture
Style/Series: Pirouette Table Height Adjustable
Description: Pneumatic height adjustable flip and nest top table, metal T-leg base, hard casters (for carpet flooring), plastic laminate top with pvc edge banding,

Sales Rep
Primary
Brenda Reed
Email: brenda.reed@ki.com
Office Phone: 248-496-5559

Attributes
Model #: PPNR3060/74P/NNN/NMP
DIMENSIONS
Height: 29”-44”
Width: 60”
Depth: 30”
FINISHES
Surface: Kensington Maple LKM
Edge Color: Kensington Maple
Leg: Flannel
ALTERNATES
Alternate No. 1: Steelcase Verb Table
Alternate No. 2: SitOnIt Parallon Table

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Total: 37
Product Info
Manufacturer: KI Furniture
Style/Series: Pirouette Table Height Adjustable
Description: Pneumatic Height Adjustable flip and nest top table, metal T-leg base, hard casters (for carpet flooring), plastic laminate top with pvc edge banding.

Sales Rep
Primary
Brenda Reed
Email: brenda.reed@ki.com
Office Phone: 248-496-5559

Attributes
Model #: PPNR2460/ 74P/NNN/NMP
DIMENSIONS
Height: 29” - 44”
Width: 60”
Depth: 24”
FINISHES
Surface: Kensington Maple LKM
Edge: Kensington Maple
Frame: Flannel
ALTERNATES
Alternate No. 1: Steelcase Verb Table
Alternate No. 2: SitOnIt Parallon Table

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Total: 19
Product Info
Manufacturer: KI Furniture
Style/Series: Pirouette Table
Description: Fixed height 29” flip and nest top table, metal T-leg pivoting base, hard casters (for carpet flooring), plastic laminate top with pvc edge banding

Sales Rep
Primary
Brenda Reed
Email: brenda.reed@ki.com
Office Phone: 248-496-5559

Attributes
Model #: PIRNR1860T/74P/NNN/NMP
DIMENSIONS
Height: 29”
Width: 60”
Depth: 18”
FINISHES
Surface: Kensington Maple LKM
Edge Color: Kensington Maple
Leg: Flannel
ALTERNATES
Alternate No. 1: Steelcase Verb Table
Alternate No. 2: SitOnIt Parallon Table

Notes
flip, nest, hard casters (for carpet flooring), plastic laminate top with pvc edge banding

<table>
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Total: 64
Product Info
Manufacturer: Steelcase
Style/Series: Verlay
Description: Rectangular conference table with trestle base, plastic laminate surface, pvc edge band, one central power module with 4 power outlets and circuit breaker long grommet (power only) with 6’ power cord and plug rated at 15 amps, cable storage tray below surface for wire management, leveling glides.

Sales Rep
Primary
Tracey Gancasz
Email: tgancasz@steelcase.com
Office Phone: 248-613-8168

Attributes
Model #: VLYRECML/ AKDPE4
DIMENSIONS
Width: 120"
Depth: 42"
Height: 29"
FINISHES
Surface: Clear Maple 2409
Plastic edge: Clear Maple
Paint on legs: Merle Textured

<table>
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Total: 4
Product Info
Manufacturer: KI Furniture
Style/Series: Pillar Table - Sprocket
Description: Collaborative sprocket-shaped table, 6 post metal legs, hard caster base for carpet, plastic laminate top with pvc edge banding.

Sales Rep
Primary
Brenda Reed
Email: brenda.reed@ki.com
Office Phone: 248-496-5559

Attributes
Model #: PLSP30L6
DIMENSIONS
Height: 29"
Flat side: 30"
Width/Depth: 60"
FINISHES
Edge Color: Kensington Maple LKM
Surface: Kensington Maple
Leg: Flannel
ALTERNATES
Alternate No. 1: National Maneuver 120 Table

<table>
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Total: 18
Product Info
Manufacturer: Steelcase
Style/Series: Collaborative Elbrook Table - Standing
Description: Standing height collaborative table, laminate surface, plastic edge band, low profile base with in-line skateboard wheels and glides.

Sales Rep
Primary
Tracey Gancasz
Email: tgancasz@steelcase.com
Office Phone: 248-613-8168

Attributes
Model #: ETCOL
DIMENSIONS
Width: 84"
Depth: 46"
Height: 38 1/2"
FINISHES
Laminate Surface: Clear Maple 2409
Edge Band: Clear Maple
Base Paint: Merle Textured

ALTERNATES
Alternate No. 1: Herman Miller Exclave Table Tear Drop Shape

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Total: 8
Product Info
Manufacturer: Steelcase
Style/Series: Collaborative Elbrook Table - Seated
Description: Seated height collaborative table, laminate surface, plastic edge band, low profile base with in-line skateboard wheels and glides.

Sales Rep
Primary
Tracey Gancasz
Email: tgancasz@steelcase.com
Office Phone: 248-613-8168

Attributes
Model #: ETCOL
DIMENSIONS
Width: 84"
Depth: 46"
Height: 28 1/2"
FINISHES
Laminate Surface: Clear Maple 2409
Edge band: Clear Maple
Base paint: Merle Textured
ALTERNATES
Alternate No. 1: Herman Miller Exclave Table Tear Drop Shape

<table>
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<tr>
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Total: 8

Clear Maple 2409/2L09
by Steelcase

7360 Merle
by Steelcase

Location: 5143 Cass Avenue, Detroit, MI
Project Number: 13385

WSU STATE HALL RENOVATION
Location: 5143 Cass Avenue, Detroit, MI
Project Number: 13385

EDITOR

500 Griswold Street, Suite 1700, Detroit, Michigan 48226
Product Info
Manufacturer: Steelcase
Style/Series: Huddle Elbrook Table
Description: Huddle table size, desk height, laminate surface, plastic edge band, low profile base with in-line skateboard wheels and glides.

Sales Rep
Primary
Tracey Gancasz
Email: tgancasz@steelcase.com
Office Phone: 248-613-8168

Attributes
Model #: ETHUD
DIMENSIONS
Height: 28 1/2”
Width: 42”
Depth: 42”
FINISHES
Laminate Surface: Clear Maple 2409
Edge band: Clear Maple
Base paint: Merle Textured
ALTERNATES
Alternate No. 1: Herman Miller Exclave Table Guitar
Pick Shape

<table>
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Total: 6
Product Info

Manufacturer: KI Furniture

Style/Series: Collaborative Pirouette Table

Description: Fixed height, flip and nest top table, metal T-leg pivoting base with inset leg position, hard casters (for carpet flooring), plastic laminate top with pvc edge banding.

Sales Rep

Primary

Brenda Reed
Email: brenda.reed@ki.com
Office Phone: 248-496-5559

Attributes

Model #: PINR3672T/74p/NNN/NMP

DIMENSIONS

Height: 29"
Width: 36"
Length: 72"

FINISHES

Edge Color: Kensington Maple LKM
Surface: Kensington Maple
Leg: Flannel

ALTERNATES

Alternate No. 1: Steelcase Verb Table
Alternate No. 2: SitOnIt Parallon Table

# | Rooms          | Quantity |
---|----------------|----------|
1202.00 | OPEN LEARNING LOUNGE | 4 |
1206.00 | SEMINAR | 4 |
2202.00 | OPEN LEARNING LOUNGE | 4 |
2206.00 | SEMINAR | 4 |
3202.00 | OPEN LEARNING LOUNGE | 4 |
3206.00 | SEMINAR | 4 |

Total: 24
Product Info
Manufacturer: KI Furniture
Style/Series: C-Table Personal Worksurfaces
Description: Adjustable height personal laptop table, laminate surface, pvc edge band, metal base, 300 lbs weight limit.

Sales Rep
Primary
Brenda Reed
Email: brenda.reed@ki.com
Office Phone: 248-496-5559

Attributes
Model #: CMDEA2430/73P
DIMENSIONS
Height: 25" - 30"
Width: 24"
Depth: 30"
FINISHES
Surface: Black 1595
Edge Color: Black
Base Finish: Flannel
ALTERNATES
Alternate No. 1: Steelcase Elbrook Personal Table

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Total: 39
Product Info
Manufacturer: OFS Furniture
Style/Series: Eleven Wood
Description: Rectangular collaborative table, 8 leg metal base, laminate surface with matching pp flat edge, 3 centered cutouts (One in each table top) for power module and below surface cable management, two black 15 amp outlets with 10’ power cord.

Sales Rep
Primary
Natalie Davis
Email: ndavis@daviscorporatesolutions.com

Attributes
Model #: EW-16842RT/ BE2/B6P/EBY/B7K/B7G/B7L, PS-74 (x3)
DIMENSIONS
Height: 30"
Depth: 42"
Width: 168"
FINISHES
Surface Laminate: Blonde BE2
Base Finish: Ebony EBY
ALTERNATES
Alternate No. 1: Herman Miller AGL Table
Alternate No. 2: Bernhardt Blueprint Frame

<table>
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Total: 3
Product Info
Manufacturer: OFS Furniture
Style/Series: Rowen Table
Description: Round wood side occasional table, solid lumber planked top with pillow edge, powder coat steel frame, black foot glides.

Sales Rep
Primary
Natalie Davis
Email: ndavis@daviscorporatesolutions.com

Attributes
Model #: 83-18RD20H
DIMENSIONS
Diameter: 18"
Height: 20"
FINISHES
Top Finish: Oak (SMOAK)
Base Finish: Ion (ION)
ALTERNATES
Alternate No. 1: Herman Miller Hay Bella Side Table
Alternate No. 2: Steelcase Memo Chord Personal Table

<table>
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</tbody>
</table>

Total: 11
Product Info
Manufacturer: OFS Furniture
Style/Series: Nineteen20
Description: Round conference height round table, laminate surface with pp edge, stainless steel disc table base. Tabletop and base specified separately.

Sales Rep
Primary
Natalie Davis
Email: ndavis@daviscorporatesolutions.com

Attributes
Model #: DT-T30RNDT/BE2/EY/BE2/5510/A2K/ION
DIMENSIONS
Height: 30"
Diameter: 30"
FINISHES
Surface finish: Blonde BE2
Edge finish: Blonde BE2
Base Finish: Ion (ION)
ALTERNATES
Alternate No. 1: KI Athens Round Table
Alternate No. 2: Coalesse Enea Cafe Table

<table>
<thead>
<tr>
<th>#</th>
<th>Rooms</th>
<th>Quantity</th>
</tr>
</thead>
<tbody>
<tr>
<td>1101.01</td>
<td>BREAK OUT</td>
<td>1</td>
</tr>
</tbody>
</table>

Total: 1
Product Info
Manufacturer: OFS Furniture
Style/Series: Nineteen20
Description: Bar height round table, laminate surface with pp edge, stainless steel disc table base. Tabletop and base specified separately.

Sales Rep
Primary
Natalie Davis
Email: ndavis@daviscorporatesolutions.com

Attributes
Model #: DT-T24RNDT/ BE2/EY/ BE2/ 5510/A2L/ION
DIMENSIONS
Diameter: 24"
Height: 42"
FINISHES
Surface finish: Blonde BE2
Edge finish: Blonde BE2
Base Finish: Ion (ION)
ALTERNATES
Alternate No. 1: KI Athens Round Table
Alternate No. 2: Coalesse Enea Cafe Table

<table>
<thead>
<tr>
<th>#</th>
<th>Rooms</th>
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<tbody>
<tr>
<td>1101.01</td>
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</tbody>
</table>

Total: 2
Product Info
Manufacturer: Coalesse
Style/Series: SW_1 Occasional Table
Description: Round occasional table, laminate surface with matching plastic edge band, 4 star metal base

Attributes
Model #: COWO_RND60L
DIMENSIONS
Height: 15"
Diameter: 60"
FINISHES
Laminate Surface: Maple 2886
Edge: Maple
Base: Graphite Matte
ALTERNATES
Alternate No. 1: Nevins Atlantis Disc Occasional Table
Alternate No. 2: Andreu World Uves Occasional Table

<table>
<thead>
<tr>
<th>#</th>
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<tbody>
<tr>
<td>2122.00</td>
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<tr>
<td>3122.00</td>
<td>STUDY ROOM</td>
<td>1</td>
</tr>
</tbody>
</table>

Total: 2
Product Info
Manufacturer: National Office Furniture
Style/Series: Strassa Collaborative Table - Standing Height
Description: Standing height collaboration table, laminate surface, no modesty panel, center power module, 1 touch pivoting power grommet with 2 powder coated power outlets with cable management running up the side panel.

Sales Rep
Primary
Sarah Joslin
Email: Sarah.Joslin@KimballInternational.com
Office Phone: 810.428.9682

Attributes
Model #: 86N4810841WKN1LL/NACG17AELPGB/G23C
DIMENSIONS
Height: 41 1/2"
Depth: 48 1/16"
Width: 107 7/8"
FINISHES
Surface Laminate: Natural NM
ALTERNATES
Alternate No. 1: OFS Kintra
Alternate No. 2: Allsteel Harvest

<table>
<thead>
<tr>
<th>#</th>
<th>Rooms</th>
<th>Quantity</th>
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</thead>
<tbody>
<tr>
<td>2103.00</td>
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<tr>
<td>4090.06</td>
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Total: 4
Product Info
Manufacturer: National Office Furniture
Style/Series: Strassa Collaborative Table - Seated Height
Description: Seated height collaboration table, laminate surface, no modesty panel, center power module, 1 touch pivoting power grommet with 2 powder coated power outlets with cable management running up the side panel.

Sales Rep
Primary
Sarah Joslin
Email: Sarah.Joslin@KimballInternational.com
Office Phone: 810.428.9682

Attributes
Model #: 86N4810829WKN1LL/
NACG17AELPGB/G23C
DIMENSIONS
Width: 107 7/8"
Depth: 48 1/16"
Height: 28 7/8"
FINISHES
Surface Laminate: Natural NM
ALTERNATES
Alternate No. 1: OFS Kintra
Alternate No. 2: Allsteel Harvest

<table>
<thead>
<tr>
<th>#</th>
<th>Rooms</th>
<th>Quantity</th>
</tr>
</thead>
<tbody>
<tr>
<td>2103.00</td>
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</tr>
<tr>
<td>3103.00</td>
<td>OPEN COLLABORATION</td>
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</tr>
</tbody>
</table>

Total: 2
Product Info
Manufacturer: Turnstone
Style/Series: Campfire Slim Table - Standing Height
Description: Standing height slim table, bag hook, laminate surface, metal frame with foot shelf, leveling glides, built in power module under surface with two simplex receptacles

Sales Rep
Primary
Tracey Gancasz
Email: tgancasz@steelcase.com
Office Phone: 248-613-8168

Attributes
Model #: TS4TPSTS60
DIMENSIONS
Width: 60"
Depth: 18"
Height: 42"
FINISHES
Laminate: Dune 2L85
Edge/ Receptacle : Merle 7360
Frame: Merle 7360
ALTERNATES
Alternate No. 1: Knoll Rockwell Unscripted Drink Rail
Alternate No. 2: OFS Kintra

<table>
<thead>
<tr>
<th>#</th>
<th>Rooms</th>
<th>Quantity</th>
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<tr>
<td>2090.06</td>
<td>CORRIDOR</td>
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<td>2090.07</td>
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<tr>
<td>4102.00</td>
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</tr>
<tr>
<td></td>
<td>LOUNGE</td>
<td></td>
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</tbody>
</table>

Total: 5

Dune Laminate 2L85
by Turnstone

7360 Merle
by Steelcase

WSU STATE HALL RENOVATION
Location: 5143 Cass Avenue, Detroit, MI
Project Number: 13385

500 Griswold Street, Suite 1700, Detroit, Michigan 48226
Product Info
Manufacturer: Coalesse
Style/Series: Lagunitas Table
Description: Desk height soft rectangular table, laminate surface with flat vinyl edge, base with painted column, six non-adjustable leveling glides.

Attributes
Model #: COLAGTW48
DIMENSIONS
Depth: 36"
Width: 48"
Height: 28 1/2"
FINISHES
Surface: Maple 2886
Plastic edge: Maple
Base: Graphite Matte 4180
ALTERNATES
Alternate No. 1: Davis Q6 Table
Alternate No. 2: Allsteel Structure Boat Top with Pedestal Base

<table>
<thead>
<tr>
<th>#</th>
<th>Rooms</th>
<th>Quantity</th>
</tr>
</thead>
<tbody>
<tr>
<td>2090.06</td>
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</tbody>
</table>

Total: 6
Product Info

Manufacturer: Coalesse
Style/Series: Lagunitas Table
Description: Desk height soft rectangular table, laminate surface with flat vinyl edge, base with painted column, six non-adjustable leveling glides.

Attributes

Model #: COLAGTRECT30
DIMENSIONS
Width: 30"
Depth: 24"
Height: 26"

FINISHES
Surface: Maple 2886
Plastic edge: Maple
Base color: Graphite Matte 4180

ALTERNATES
Alternate No. 1: Davis Q6 Table
Alternate No. 2: Allsteel Structure Boat Top with Pedestal Base

<table>
<thead>
<tr>
<th>#</th>
<th>Rooms</th>
<th>Quantity</th>
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</thead>
<tbody>
<tr>
<td>2090.06</td>
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</tr>
<tr>
<td>3090.07</td>
<td>CORRIDOR</td>
<td>2</td>
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Total: 4
Product Info
Manufacturer: Turnstone
Style/Series: Campfire Slim Table - Standing Height
Description: Standing height slim table, bag hook, laminate surface, metal frame with foot shelf, leveling glides, built in power module under surface with two simplex receptacles

Sales Rep
Primary
Tracey Gancasz
Email: tgancasz@steelcase.com
Office Phone: 248-613-8168

Attributes
Model #: TS4TPSTS48
DIMENSIONS
Height: 42"
Width: 48"
Depth: 18"
FINISHES
Laminate: Dune 2L85
Edge/ Receptacle: Merle 7360
Frame: Merle 7360
ALTERNATES
Alternate No. 1: Knoll Rockwell Unscripted Drink Rail
Alternate No. 2: OFS Kintra

<table>
<thead>
<tr>
<th>#</th>
<th>Rooms</th>
<th>Quantity</th>
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<tbody>
<tr>
<td>0090.06</td>
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<td>1</td>
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</tbody>
</table>

Total: 3
Product Info
Manufacturer: KI Furniture
Style/Series: Round Pirouette Table
Description: Round flip and nest table with metal T-leg pivoting base, hard casters (for carpet flooring), plastic laminate top with pvc edge banding.

Sales Rep
Primary
Brenda Reed
Email: brenda.reed@ki.com
Office Phone: 248-496-5559

Attributes
Model #: PINRD48/74P/NNN/NMP
DIMENSIONS
Height: 29”
Diameter: 48”
FINISHES
Edge Color: Kensington Maple LKM
Surface: Kensington Maple LKM
Leg Finish: Flannel

ALTERNATES
Alternate No. 1: Herman Miller Everywhere Table
Alternate No. 2: Knoll Dividends Horizon Table

<table>
<thead>
<tr>
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<td>4114.00</td>
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<td>4118.00</td>
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Total: 14
Product Info

Manufacturer: Coalesse

Style/Series: Lagunitas Table

Description: Desk height soft rectangular table, laminate surface with flat vinyl edge, base with painted column, six non-adjustable leveling glides.

Attributes

Model #: COLAGTW72

DIMENSIONS

Depth: 36"
Width: 72"
Height: 28 1/2"

FINISHES

Surface: Maple 2886
Edge: Maple
Base paint: Graphite Matte 4180

ALTERNATES

Alternate No. 1: Davis Q6 Table
Alternate No. 2: Allsteel Structure Boat Top with Pedestal Base

<table>
<thead>
<tr>
<th>#</th>
<th>Rooms</th>
<th>Quantity</th>
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<tbody>
<tr>
<td>4102.00</td>
<td>OPEN LEARNING</td>
<td>2</td>
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<tr>
<td></td>
<td>LOUNGE</td>
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</tr>
<tr>
<td>4211.00</td>
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<td>4213.00</td>
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</tbody>
</table>

Total: 4

Maple Laminate 2886
by Coalesse/Steelcase

Graphite Base 4180
by Coalesse/Steelcase
Product Info
Manufacturer: KI Furniture
Style/Series: Round Pirouette Table
Description: Round fixed top, desk height, x base and laminate surface with pvc edge band, leveling glides.

Sales Rep
Primary
Brenda Reed
Email: brenda.reed@ki.com
Office Phone: 248-496-5559

Attributes
Model #: PIFXR36
DIMENSIONS
Diameter: 36"
Height: 29"
FINISHES
Laminate: Kensington Maple LKM
Edge: Kensington Maple LKM
Base Finish: Flannel FN
ALTERNATES
Alternate No. 1: KI Barron Round Table
Alternate No. 2: Herman Miller Everywhere

<table>
<thead>
<tr>
<th>#</th>
<th>Rooms</th>
<th>Quantity</th>
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<tbody>
<tr>
<td>4208.00</td>
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</table>

Total: 1
Product Info
Manufacturer: Knoll Office
Style/Series: Rockwell Unscripted® Easy Tables
Description: D-shaped desk height table, laminate surface, flat edge band, 4 post leg base with glides, 1 central capsule grommet

Sales Rep
Primary
Molly Gole
Email: mgole@knoll.com
Office Phone: (313) 570-9082

Attributes
Model #: UTED(F)606028(C1)
DIMENSIONS
Height: 28"
Width: 60"
Depth: 60"
FINISHES
Laminate Surface: Natural Maple
Edge band: Natural Maple
Base Paint: Medium Grey 115
ALTERNATES
Alternate No. 1: Herman Miller OE1 Huddle Table
Alternate No. 2: KI Backbone

<table>
<thead>
<tr>
<th>#</th>
<th>Rooms</th>
<th>Quantity</th>
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<tbody>
<tr>
<td>4122.00</td>
<td>C&amp;IT OFFICE</td>
<td>1</td>
</tr>
</tbody>
</table>

Total: 1
Product Info

Manufacturer: Allsteel/ Humanscale

Style/Series: Allsteel Align / Humanscale eFloat

Description: Office work station with: Humanscale adjustable height table 30"D x 72"W, Allsteel mobile metal box/file pedestal 21" x 15" x 18" with lockable casters, laminate worksurface finish with flat edge, eFloat Go adjustable height base 2 leg. Refer to plan layout for overall dimensions and configuration.

Attributes

OVERALL DIMENSIONS

Width: 72"
Depth: 30"

FINISHES

Paint Finishes: Flint P02
Laminate Surfaces: Natural Maple
Desk Leg Paint: Black BL

ALTERNATES

Alternate No. 1: Steelcase Migration SE desk with Universal Storage
Alternate No. 2: Knoll k. Adjustable Table with Quoin Storage

# Rooms Quantity

4208.00 STUDENT AUX 1

Total: 1
<table>
<thead>
<tr>
<th>SKETCH TITLE</th>
<th>FURNITURE SPECIFICATIONS</th>
<th>AI - FURNITURE PLANS</th>
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<tbody>
<tr>
<td>WS-01</td>
<td>WSU State Hall Renovation</td>
<td>13385.000</td>
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<tr>
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<td>01/09/2023 BIDS</td>
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<td>SCALE</td>
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</table>

**ENLARGED PLAN WS-01**

**SHEET REFERENCE**

**PROJECT NUMBER**

**DATE**

1 **WS-01 STUDENT AUX WORKSTATION ENLARGED PLAN**

**SCALE:** 1/4" = 1'-0"
Product Info
Manufacturer: Allsteel/Humanscale
Style/Series: Allsteel and Humanscale Workstation
Description: Office work station with: Humanscale adjustable height table 30"D x 72"W, 24" x 36" return surface, Allsteel mobile box/file pedestal 21" x 15" x 18" with lockable casters, laminate worksurface finish with flat edge, eFloat Go adjustable height base 2 leg, Allsteel lateral 2H file 28" x 36" x 18". Refer to plan layout for overall dimensions and configuration.

Attributes
OVERALL DIMENSIONS
Width: 72"
Depth: 66"
FINISHES
Paint Finishes: Flint P02
Laminate Surfaces: Natural Maple
Desk Leg Base: Black BL
ALTERNATES
Alternate No. 1: Steelcase Migration SE desk with Universal Storage
Alternate No. 2: Knoll k. Adjustable Table with Quoin Storage

<table>
<thead>
<tr>
<th>#</th>
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</tbody>
</table>

Total: 4
WS-02 OFFICE WORKSTATION ENLARGED PLAN

SCALE: 1/4" = 1'-0"