

**Agenda Item Summary**BOC Meeting Date  
12/4/2019**Requesting Agency**

Real Estate and Asset Management

**Commission Districts Affected**

All Districts

**Requested Action** *(Identify appropriate Action or Motion, purpose, cost, timeframe, etc.)*

Request approval of the Statewide Contracts – Fulton County Library System, SWC#99999-SPD0000100-0003, SWC#99999-SPD0000100-0017, SWC#99999-SPD0000100-0019, SWC#99999-SPD0000100-0029, SWC#99999-SPD0000100-0039, SWC#99999-SPD0000100-0040, SWC#99999-SPD0000100-0052, SWC#99999-SPD0000100-0053, SWC#99999-SPD0000100-0057, SWC#99999-SPD0000100-0059, and SWC#99999-SPD0000100-0084; Purchase new Interior Furniture, Fixtures, and Equipment (FFE) for Library AFPLS CIP, Phase II in the total amount of \$326,961.47 with: (A) Agatic, Inc. (Chicago, IL) in the amount of \$64,658.61; (B) Commercial Furniture Group, Inc. dba Thonet (Newport, TN) in the amount of \$20,587.83; (C) Dauphin Human Design dba DACO Limited Partnership (Boonton, NJ) in the amount of \$11,674.50; (D) Exemplis Corporation dba Sit On It (Cypress, CA) in the amount of \$21,046.65; (E) HLF Furniture (Belleville, MI) in the amount of \$38,493.67; (F) Humanscale Corporation (Piscataway, NJ) in the amount of \$1,260.00; (G) Keilhauer LTD (Toronto Ontario, Canada) in the amount of \$48,864.20; (H) Kimball International (Jasper, IN) in the amount of \$45,234.96; (I) Krug Furniture, Inc. (Kitchener, Ontario) in the amount of \$842.40; (J) Leland International (Grand Rapid, MI) in the amount of \$22,345.29; (K) Spec Furniture (Toronto Ontario, Canada) in the amount of \$50,283.86; and, (L) JSI (Jasper, IN) in the amount of \$1,669.50; to provide and install new interior furniture, fixtures, and equipment (FFE) for the Buckhead Branch Library as part of the Atlanta-Fulton Public Library System Capital Improvement Program, Phase II. Effective upon BOC Approval. One-time procurement.

**Requirement for Board Action** *(Cite specific Board policy, statute or code requirement)*

In accordance with Purchasing Code Section 102-459, requests for approval of statewide contracts of more than \$49,999.99 shall be forwarded to the Board of Commissioners for approval.

**Is this Item related to a Strategic Priority Area?** *(If yes, note strategic priority area below)*

Yes All People are culturally and recreationally enriched

**Is this a purchasing item?**

Yes

**Summary & Background***(First sentence includes Agency recommendation. Provide an executive summary of the action that gives an overview of the relevant details for the item.)*

Agency Director Approval		County Manager's Approval
Typed Name and Title Felicia Strong-Whitaker, Director	Phone (404) 612-5800	
Signature	Date	

**Scope of Work:** The statewide contractors will furnish all labor, equipment, materials and transportation to provide and install new interior furniture, fixtures, and equipment (FF&E) for the Buckhead Branch Library that is going through renovation as part of the Atlanta-Fulton Public Library System Capital Improvement Program, Phase II:

- Buckhead Branch Library – 269 Buckhead Ave. NE, Atlanta, GA 30315

**Community Impact:** The community impact will be a little inconvenience for a larger amount of efficiency in library operations and improvement to the landscape in the community. Additionally, it will demonstrate the County's commitment to the Atlanta-Fulton Public Library system.

**Department Recommendation:** The Department of Real Estate and Asset Management on behalf of the Fulton County Library System recommends approval to utilize the Statewide Contracts to purchase and install new interior furniture, fixtures, and equipment (FF&E) for the Buckhead Branch Library which is part of the Atlanta-Fulton Public Library System Capital Improvement Program, Phase II; as a means of expediting the process to be ready when construction renovations are completed for the affected libraries.

Hillsman, Inc. will work in collaboration with the County's Library representatives and the Statewide Contractor on furniture selection, specifications and installation of the FF&E to be delivered to Buckhead Branch Library

**Project Implications:** The new interior furniture, fixtures, and equipment (FF&E) is to accommodate the library after the completion of the newly renovated space.

**Community Issues/Concerns:** None that the Department is aware of.

**Department Issues/Concerns:** Complete the purchase and installation of the FF&E in time for the relocation of the library, which has a lead time of 8-10 weeks for delivery and installation.

**History of BOC Agenda Item:** No, new procurement.

<b>Contract &amp; Compliance Information</b>	<i>(Provide Contractor and Subcontractor details.)</i>
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<b>Solicitation Information</b>	<b>NON-MFBE</b>	<b>MBE</b>	<b>FBE</b>	<b>TOTAL</b>
No. Bid Notices Sent:				
No. Bids Received:				

  

<b>Total Contract Value</b>	Click here to enter text.
<b>Total M/FBE Values</b>	Click here to enter text.
<b>Total Prime Value</b>	

  

<b>Fiscal Impact / Funding Source</b>	<i>(Include projected cost, approved budget amount and account number, source of funds, and any future funding requirements.)</i>
573-650-6500-L015: Library Bond Capital Phase 2, Library, Buckhead Library- \$326,961.47	

  

<b>Exhibits Attached</b>	<i>(Provide copies of originals, number exhibits consecutively, and label all exhibits in the upper right corner.)</i>
Exhibit 1: Statewide Benefit Sheet Exhibit 2: Statewide Contracts Exhibit 3: Furniture Specifications & Cost Proposals Exhibit 4: Statewide Use Justification Form	

  

<b>Source of Additional Information</b>	<i>(Type Name, Title, Agency and Phone)</i>
Joseph N. Davis, Director, Department of Real Estate and Asset Management, (404) 612-3772	

<b>Agency Director Approval</b>		<b>County Manager's Approval</b>
<b>Typed Name and Title</b> Felicia Strong-Whitaker, Director	<b>Phone</b> (404) 612-5800	
<b>Signature</b>	<b>Date</b>	

Revised 03/12/09 (Previous versions are obsolete)

**Procurement****Contract Attached:**  
Yes**Previous Contracts:**  
Yes**Solicitation Number:**

SWC#99999-  
SPD0000100-0003,  
SWC#99999-  
SPD0000100-0017,  
SWC#99999-  
SPD0000100-0019,  
SWC#99999-  
SPD0000100-0029,  
SWC#99999-  
SPD0000100-0039,  
SWC#99999-  
SPD0000-0040,  
SWC#99999-  
SPD0000-0052,  
SWC#99999-  
SPD0000100-0053,  
SWC#99999-  
SPD0000100-0057,  
SWC#99999-  
SPD0000-0059, and  
SWC#99999-  
SPD0000100-0084

**Submitting Agency:**

Fulton County  
Library System

**Staff Contact:**

Harry Jordan

**Contact Phone:**

(404) 612-5933

**Description:** Purchase and install new interior FF&E for the Atlanta-Fulton Public Library System Capital Improvement Program, Phase II for the Buckhead Branch Library.

**FINANCIAL SUMMARY****Total Contract Value:**

Original Approved Amount: .  
Previous Adjustments: .  
This Request: \$326,961.47  
TOTAL: \$326,961.47

**MBE/FBE Participation:**

Amount: . %: .  
Amount: . %: .  
Amount: . %: .  
Amount: . %: .

**Grant Information Summary:**

Amount Requested: . ☐ Cash  
Match Required: . ☐ In-Kind  
Start Date: . ☐ Approval to Award  
End Date: . ☐ Apply & Accept  
Match Account \$: .

**Funding Line 1:**

573-650-6500-L015

**Funding Line 2:**

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**Funding Line 3:**

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**Funding Line 4:**

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**KEY CONTRACT TERMS****Start Date:**

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**End Date:**

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**Cost Adjustment:****Renewal/Extension Terms:**

Continued

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<b>ROUTING &amp; APPROVALS</b> (Do not edit below this line)			
X	Originating Department:	Davis, Joseph	Date: 11/13/2019
X	County Attorney:	Martinez, Dominique	Date: 11/22/2019
X	Purchasing/Contract Compliance:	Strong-Whitaker, Felicia	Date: 11/22/2019
X	Finance/Budget Analyst/Grants Admin:	Whitted, Ivan	Date: 11/20/2019
.	Grants Management:	.	Date: .
X	County Manager:	Anderson, Dick	Date: 11/25/2019



## Office Computer and Educational Furniture Statewide Contract 99999-001-SPD0000100-0001

Through a strategically sourced procurement, The State Purchasing Department of the Department of Administrative Services has established a new Statewide Contract(s) for Office, Computer and Educational Furniture with 96 furniture manufacturers, of which 46 are manufacturers on the previous furniture contract. This new contract will replace statewide contract SWC60748, which was awarded in March of 2007.

This contract is a MANDATORY CONTRACT available for use by all State, City & County public entities within the State of Georgia. The contract term is from February 2, 2015 – January 31, 2017. In addition, the state has three (3) options for renewal through September 2020.

The purpose of the contract is to provide competitive discounted pricing on the purchase of Office, Computer and Educational Furniture products by state entities. Most of the manufacturers are industry leaders in the Office, Computer and Educational Furniture market and have provided the State of Georgia furniture products for over the past five (5) years.

### Key Benefits of the Contract:

- No minimum order size
- Free delivery within the State of Georgia
- Discounts up to 70% off list price
- Available ordering methods include the state's electronic ordering portal (Team Georgia Marketplace), Phone, Fax and Web
- Access to over 500,000 Office, Computer and Educational Furniture items
- Full credit for returns on all "non-customized" items ordered within 30 days of purchase
- Manufacturers accept the P-Card for purchases
  
- Three (3) delivery options offered
  - Dock Delivery
  - Inside Delivery
  - Delivery and Installed
  
- Seven (7) Categories of items to choose from
  - Case Goods Ready to Assemble
  - Case Goods Ready to Use
  - Modular
  - Seating
  - Case Goods Value Added
  - Modular Value Added
  - Seating Value Added
  
- Vast assortment of Subcategories (48) available for greater search capabilities (ex: Executive Chairs, Folding Chairs, Ergonomic Chairs, Conference Room Furniture)
  
- Each manufacturer is allowed up to 20 Authorized Dealers to assist customers with Installation, Design, Delivery and consultation sources
  
- Ability to locate Suppliers by Subcategory

## Vendor Information Sheet

Contract Information			
<b>Statewide Contract Number</b>	<b>99999-SPD0000100-0003</b>		
<b>PeopleSoft Vendor Number</b>	<b>0000117687</b>	<b>Location Code</b>	
<b>Vendor Name &amp; Address</b>			
<b>AGATI, INC.</b> 1219 W Lake St Chicago, IL 60607			
<b>AWARDED CATEGORY: C6 CASE GOODS RTU WOOD, C8 MODULAR BOOKSTORE FIXTURES, C9 MODULAR CAFETERIA TABLES, C10 MODULAR CARRELS-LIBRARY, C11 MODULAR CLASSROOM FURNITURE, C14 CONFERENCE RM FURNITURE, C25 SEATING BENCHES, CONFERENCE, LOUNGE, SIDE CHAIRS</b>			
<b>Contract Administrator: Nathaniel Hawkins</b>			
Agati Furniture, 1219 W Lake St. , Chicago, IL 60607  Main Phone 312-632-6201 Direct 312-4654620 Fax 312-829-8249  Email nhawkins@agati.com			
<b>Contact Details</b>			
<b>Ordering Information</b>	Orders may be placed via Team Georgia Marketplace		
<b>Remitting Information</b>	<b>1219 W Lake St.</b> <b>Chicago, IL 60607</b>		
<b>Delivery Days</b>			
<b>Discounts</b>			
<b>Payment Terms</b>	Net 30 Days		
<b>Bid Offer includes</b>	State and Local Government		
<b>Acceptable payment method</b>	Vendor will accept Purchase Orders and Purchasing Cards under this contract as permitted by current policies governing the Purchasing Card program.		



## Vendor Information Sheet

Contract Information			
<b>Statewide Contract Number</b>	99999-SPD0000100-0017		
<b>PeopleSoft Vendor Number</b>	0000047978	<b>Location Code</b>	
<b>Vendor Name &amp; Address</b>			
COMMERCIAL FURNITURE GROUP, INC. (810 West Hwy 25/70 Newport, TN 37821)			
<b>AWARDED CATEGORY: C9 MODULAR CAFETERIA TABLES, C10 MODULAR CARRELS-LIBRARY, C25 SEATING ARMLESS, BENCHES, GUEST, LOUNGE, SIDE CHAIRS, STACKABLE CHAIRS</b>			
<b>Contract Administrator: (Melissa Naillon)</b>			
<b>Address: 810 West Hwy 25/70, Newport, TN 37821</b>  <b>E-Mail: <a href="mailto:mnaillon@mycfgroup.com">mnaillon@mycfgroup.com</a></b>  <b>Phone: 423-623-0031, Toll Free: 800-756-0031, Fax: 423-613-6089</b>			
<b>Contact Details</b>			
<b>Ordering Information</b>	Orders may be placed via Team Georgia Marketplace		
<b>Remitting Information</b>	Regions Bank, MSC #410744, PO Box 415000 Nashville, TN 37241-5000		
<b>Delivery Days</b>			
<b>Discounts</b>			
<b>Payment Terms</b>	Net 30 Days		
<b>Bid Offer includes</b>	State and Local Government		



## Vendor Information Sheet

Contract Information			
<b>Statewide Contract Number</b>	99999-SPD0000100-0019		
<b>PeopleSoft Vendor Number</b>	0000004996	<b>Location Code</b>	
<b>Vendor Name &amp; Address</b>			
DACO Limited Partnership 100 Fulton Street Boonton, NJ 07005			
<b>AWARDED CATEGORY: C25 SEATING BENCHES, CONF. ROOM CHAIRS, ERGONOMIC, EXECUTIVE, FOLDING CHAIRS, GUEST, HIGH BACK, LOUNGE, LOW BACK, MID BACK, SIDE CHAIRS, STACKABLE, STOOLS, TASK, C28 VALUE ADDED ARMLESS, ERGONOMIC, EXECUTIVE, HIGH BACK, LOW BACK, MID BACK, STACKABLE</b>			
<b>Contract Administrator: (Gary D Chin)</b>			
Gary D Chin DACO Limited Partnership Tel: 973-263-1100 ext. 106 Fax: 973-263-3551			
<b>Contact Details</b>			
<b>Ordering Information</b>	Orders may be placed via Team Georgia Marketplace		
<b>Remitting Information</b>	DACO Limited Partnership 100 Fulton Street Boonton, NJ 07005		
<b>Delivery Days</b>			
<b>Discounts</b>			
<b>Payment Terms</b>	Net 30 Days		
<b>Bid Offer includes</b>	State and Local Government		

## Vendor Information Sheet

Contract Information			
<b>Statewide Contract Number</b>	99999-SPD0000100-0029		
<b>PeopleSoft Vendor Number</b>	0000008086	<b>Location Code</b>	
<b>Vendor Name &amp; Address</b>			
EXEMPLIS CORPORATON 6415 Katella Avenue, Cypress, CA 90630			
<b>AWARDED CATEGORY:</b> C25 SEATING- ARMLESS, BENCHES, CONFERENC RM. CHAIRS, ERGONOMIC, EXECUTIVE, GUEST, HIGH BACK LOUNGE CHAIRS, LOW BACK, MID BACK, SIDE CHAIRS, STACKABLE, STOOLS AND TASK SEATING			
<b>Contract Administrator: Derek A. Cairo, JD; Senior Contracts Administrator</b>			
6415 Katella Avenue, Cypress, CA 90630			
E-mail: <a href="mailto:dcairo@exemplis.com">dcairo@exemplis.com</a>			
Phone: 714-995-4800 Ext #316; Fax: 714-995-4855			
<b>Contact Details</b>			
<b>Ordering Information</b>	Orders may be placed via Team Georgia Marketplace		
<b>Remitting Information</b>	Exemplis Corporation 25090 Network Place Chicago, IL 60673		
<b>Delivery Days</b>			
<b>Discounts</b>			
<b>Payment Terms</b>	Net 30 Days		
<b>Bid Offer includes</b>	State and Local Government		
<b>Acceptable payment method</b>	Vendor will accept Purchase Orders and Purchasing Cards under this contract as permitted by current policies governing the Purchasing Card program.		

## Vendor Information Sheet

Contract Information			
<b>Statewide Contract Number</b>	99999-SPD0000100-0039		
<b>PeopleSoft Vendor Number</b>	0000016847	<b>Location Code</b>	
<b>Vendor Name &amp; Address</b>			
HLF FURNITURE 44001 Van Born Rd. Belleville, MI 48111			
<b>AWARDED CATEGORY: C1 CASE GOODS RTA LIMINATE, C4 CASE GOODS RTU LAMINATE, C6 CASE GOODS RTU WOOD, C8 MODULAR BOOKSTORE FIXTURES, C10 MODULAR CARRELS -LIBRARY, C26 CASE GOODS VALUE ADDED RTU LAMINATE</b>			
<b>Contract Administrator: Brian Kerby</b>			
44001 Van Born Rd. Belleville, MI 48111 Phone: 734-697-3000 Fax: 734-697-3008			
<b>Contact Details</b>			
<b>Ordering Information</b>	Orders may be placed via Team Georgia Marketplace		
<b>Remitting Information</b>	HLF Furniture, Inc. 44001 Van Born Rd. Belleville, MI 48111		
<b>Delivery Days</b>	45 ARO		
<b>Discounts</b>			
<b>Payment Terms</b>	Net 30 Days		
<b>Bid Offer includes</b>	State and Local Government		
<b>Acceptable payment method</b>	Vendor will accept Purchase Orders and Purchasing Cards under this contract as permitted by current policies governing the Purchasing Card program.		



## Vendor Information Sheet

Contract Information			
<b>Statewide Contract Number</b>	<b>99999-SPD0000100-0040</b>		
<b>PeopleSoft Vendor Number</b>	<b>0000139844</b>	<b>Location Code</b>	
<b>Vendor Name &amp; Address</b>			
<b>HUMANSIZE CORPORATION</b> <b>220 CIRCLE DR NORTH</b> <b>PISCATAWAY, NJ 08854</b>			
<b>AWARDED CATEGORY:; C24 MODULAR ACCESSORIES, C25 SEATING</b> <b>CONFERENCE CHAIRS, ERGONOMIC CHAIRS, STACKABLE CHAIRS</b>			
<b>Contract Administrator: Katie Miglin</b>			
<b>220 Circle Dr North, Piscataway, NJ 08854</b>  <b>Ph: 732-537-2944 ext 1109 Fax: 732-356-4146 Email:</b> <b>kmiglin@humansize.com</b>			
<b>Contact Details</b>			
<b>Ordering Information</b>	Orders may be placed via Team Georgia Marketplace		
<b>Remitting Information</b>	<b>15815 Collections Center</b> <b>Chicago, IL 60695</b>		
<b>Delivery Days</b>	<b>C24 : 2-3 Weeks ARO</b> <b>C25: 4-6 Weeks ARO</b>		
<b>Discounts</b>			
<b>Payment Terms</b>	Net 30 Days		
<b>Bid Offer includes</b>	State and Local Government		

## Vendor Information Sheet

Contract Information			
<b>Statewide Contract Number</b>	99999-001-SPD0000100-0052		
<b>PeopleSoft Vendor Number</b>	0000289420	<b>Location Code</b>	
<b>Vendor Name &amp; Address</b>			
KEILHAUER LTD 1450 Birchmount Road Toronto, Ontario M1P 2E3 Canada			
<b>AWARDED CATEGORY: C25 SEATING ARMLESS, HIGH BACK, LOW BACK, STACKABLE CHAIRS.</b>			
<b>Contract Administrators:</b>			
1. Karen Glassford 2. Natalie Bailey			
1450 Birchmount Road Toronto, Ontario M1P 2E3 Canada Karen Glassford: 1-877-701-4107 (Phone and Fax Number) Natalie Bailey: 1-877-701-4687 (Phone and Fax Number)			
<b>Contact Details</b>			
<b>Ordering Information</b>	Orders may be placed via Team Georgia Marketplace.		
<b>Remitting Information</b>	Keilhauer Ltd. Dept. CH 17170 Palatine, IL 60055-7170		
<b>Delivery Days</b>			
<b>Discounts</b>			
<b>Payment Terms</b>	Net 30 Days		
<b>Bid Offer includes</b>	State and Local Government		
<b>Acceptable Payment Method</b>	Vendor will accept Purchase Orders and Purchasing Cards under this contract as permitted by current policies governing the Purchasing Card program.		

## Vendor Information Sheet

Contract Information			
Statewide Contract Number		99999-SPD0000100-0053	
PeopleSoft Vendor Number		0000008204	Location Code
Vendor Name & Address			
KIMBALL INTERNATIONAL DBA Kimball Office Inc. 1600 Royal Street, Jasper IN 47549-1022			
<b>AWARDED CATEGORY:</b> C1 CASE GOODS RTA LAMINATE, C2 CASE GOODS RTA STEEL, C3 CASE GOODS RTA WOOD, C4 CASE GOOD RTU LAMINATE, C5 CASE GOODS RTU STEEL, C6 CASE GOODS RTU WOOD, C10 MODULAR CARRELS-LIBRARY, C17 MODULAR FREE STANDING, C18 MODULAR PANEL SUPPORT & ACCESSOR, C20 MODULAR SHELVING SYSTEM, C21 MODULAR TASK LIGHTING/AMBIENT, C23 MODULAR VISUAL PRESENTATION, C25 SEATING ARMLESS, CONFERENCE, EXECUTIVE, GUEST, HIGH BACK, LOUNGE, LOW BACK, MID BACK, SIDE, TASK CHAIRS, C28 VALUE ADDED SEATING STACKABLE			
Contract Administrator: Tonja L Blackgrove, State Contract Specialist			
1600 Royal Street, Jasper, IN 47549-1022 PH: 800-482-1616 ext 8573, Fax: 812-481-6174, EM: <a href="mailto:kogov@Kimball.com">kogov@Kimball.com</a> , <a href="mailto:Tonja.Blackgrove@Kimball.com">Tonja.Blackgrove@Kimball.com</a>			
Contact Details			
Ordering Information		Orders may be placed via Team Georgia Marketplace	
Remitting Information		Kimball International Inc. PO Box 93096 Chicago, IL 60673-3096	
Delivery Days			
Discounts			
Payment Terms		Net 30 Days	
Bid Offer includes		State and Local Government	



## Vendor Information Sheet

Contract Information			
<b>Statewide Contract Number</b>	99999-SPD0000100-0057		
<b>PeopleSoft Vendor Number</b>	0000016181	<b>Location Code</b>	
<b>Vendor Name &amp; Address</b>			
KRUG Inc. 421 Manitou Drive; Kitchener; ON. Canada N2C1L5			
<b>AWARDED CATEGORY:</b> C1 CASE GOODS RTA LAMINATE, C3 CASE GOODS RTA WOOD, C4 CASE GOODS RTU LAMINATE, C6 CASE GOODS RTU WOOD, C9 MODULAR CAFETERIA TABLES, C14 MODULAR CONFERENCE RM FURNITURE, C25 SEATING BENCHES, CONFERENCE, ERGONOMICS, EXECUTIVE, GUEST, HIGH BACK, LOUNGE, LOW BACK, MID BACK, SIDE, TASK CHAIRS			
<b>Contract Administrator: Peter J. Dallessandro</b>			
Krug Inc; 421 Manitou Drive; Kichener, ON Canada N2C 1L5 Telephone: 519-748-5100 Fax: 519-748-5177			
<b>Contact Details</b>			
<b>Ordering Information</b>	Orders may be placed via Team Georgia Marketplace		
<b>Remitting Information</b>	Krug Inc.; 421 Manitou Drive; Kitchener, ON Canada N2C 1L5		
<b>Delivery Days</b>			
<b>Discounts</b>			
<b>Payment Terms</b>	Net 30 Days		
<b>Bid Offer includes</b>	State and Local Government		



## Vendor Information Sheet

Contract Information			
Statewide Contract Number		99999-SPD0000100-0059	
PeopleSoft Vendor Number		0000555625	Location Code
Vendor Name & Address			
LELAND INTERNATIONAL 5695 Eagle Dr. Grand Rapids, MI 49512 <b>AWARDED CATEGORY: C25 SEATING SIDE CHAIRS</b>			
Contact Details			
Sales Contact		5695 Eagle Dr. Grand Rapids, MI 49512 (p) 734-276-6839 (f) 616-975-9280	
Ordering Information		5695 Eagle Dr. Grand Rapids, MI 49512	
Remitting Information		5695 Eagle Dr. Grand Rapids, MI 49512	
Payment Terms		Net 30 Days	
Bid Offer includes		State and Local Government	
Acceptable payment method		Vendor will accept Purchase Orders and Purchasing Cards under this contract as permitted by current policies governing the Purchasing Card program.	

## Vendor Information Sheet

Contract Information			
<b>Statewide Contract Number</b>	99999-SPD0000100-0084		
<b>PeopleSoft Vendor Number</b>	0000555635	<b>Location Code</b>	
<b>Vendor Name &amp; Address</b>			
<b>SPEC FURNITURE</b> 165 City View Drive, Toronto, ON, Canada M9W 5B1			
<b>AWARDED CATEGORY: C9 MODULAR CAFETERIA TABLES, C25 SEATING BENCHES</b>			
<b>Contact Details</b>			
<b>Sales Contact</b>	Evans Asante Customer Service, Project Manager 416-246-5540 x 5535 <a href="mailto:contracts@specfurniture.com">contracts@specfurniture.com</a>		
<b>Ordering Information</b>	Orders may be placed via Team Georgia Marketplace		
<b>Remitting Information</b>	<b>SPEC FURNITURE</b> <b>ATTN: Accounts Receivable</b> 165 City View Drive, Toronto, ON, Canada M9W 5B1		
<b>Payment Terms</b>	Net 30 Days		
<b>Bid Offer includes</b>	State and Local Government		
<b>Acceptable payment method</b>	Vendor will accept Purchase Orders and Purchasing Cards under this contract as permitted by current policies governing the Purchasing Card program.		

## # 19-1020

41555 --- Furniture, Laboratory (Custom Made)  
42040 --- Household Furniture, General Line  
41513 --- Cabinets, Storage, Floor and Wall  
41539 --- Casework, Metal  
42048 --- Library Shelving, Metal  
42052 --- Library Shelving, Wood  
42096 --- Work Benches, Shop Desks and Tables  
42503 --- Bookcases and Bookshelves, Metal and Wood  
42506 --- Chairs, Metal  
42507 --- Chairs, Wood  
42511 --- Counter, Work  
42513 --- Credenza Unit, Metal  
41540 --- Casework, Wood  
42514 --- Credenza Unit, Wood  
42520 --- Desks and Tables, Metal  
42521 --- Desks and Tables, Wood

### NIGP CODES

42541 --- Filing Cabinets, Wood: Card, Lateral, Legal, and Letter  
42549 --- Hutches for Desks, Credenzas, etc.  
42553 --- Lockers, Storage (For Coats, Hats and Baggage) 42554  
--- Modular Panel Systems, (With Metal Connecting  
Mechanism)  
42556 --- Partitions, Free Standing, All Types, Stock Sizes  
42587 --- Storage Cabinets, Data Processing  
41585 --- Stools, Laboratory  
42011 --- Casework and Cabinets, Custom, All Types  
42024 --- Folding Chairs, Tables, and Chair Trucks, Metal  
42028 --- Folding Chairs and Tables, Wood

Contract Renewal: 02/03/2019-02/02/2020



Project: Buckhead Branch  
 Project #: 21112.35  
 Issue Date: 01 NOV 2019  
 Revision Date:

## Budget by Manufacturer

(Bulk Quantities Not Included)

### **Agati Furniture**

<u>Control #</u>	<u>Item Name</u>	<u>Unit Price</u>	<u>Uph Price</u>	<u>Tot Price</u>	<u>Area Qty</u>	<u>Bulk Qty</u>	<u>Total Qty</u>	<u>Ext. Price</u>
T-307	Reading Table w/Divider	\$ 3,165.24	\$ 0.00	\$ 3,165.24	1	0	1	\$ 3,165.24
T-308	Study Carrel Range	\$ 13,494.01	\$ 0.00	\$ 13,494.01	2	0	2	\$ 26,988.02
T-320	Computer Table	\$ 15,279.59	\$ 0.00	\$ 15,279.59	1	0	1	\$ 15,279.59
T-321	Computer Table	\$ 6,233.52	\$ 0.00	\$ 6,233.52	1	0	1	\$ 6,233.52
T-327	Reading Table w/Divider	\$ 3,538.40	\$ 0.00	\$ 3,538.40	2	0	2	\$ 7,076.80
T-328	Reading Table	\$ 2,957.72	\$ 0.00	\$ 2,957.72	2	0	2	\$ 5,915.44
<b>Manufacturer Total :</b>								<b>\$ 64,658.61</b>
<b>Grand Total :</b>								<b>\$ 64,658.61</b>





Project: Buckhead Branch  
 Project #: 21112.35  
 Issue Date: 01 NOV 2019  
 Revision Date:

### Budget by Manufacturer

(Bulk Quantities Not Included)

#### CF Group D.B.A. Thonet

<u>Control #</u>	<u>Item Name</u>	<u>Unit Price</u>	<u>Uph Price</u>	<u>Tot Price</u>	<u>Area Qty</u>	<u>Bulk Qty</u>	<u>Total Qty</u>	<u>Ext. Price</u>
S-207	Ottoman	\$ 748.41	\$ 0.00	\$ 748.41	1	0	1	\$ 748.41
S-208	Lounge Seating - Children's	\$ 2,177.97	\$ 0.00	\$ 2,177.97	2	0	2	\$ 4,355.94
S-209	Ottoman	\$ 718.20	\$ 0.00	\$ 718.20	1	0	1	\$ 718.20
S-210	Ottoman	\$ 718.20	\$ 0.00	\$ 718.20	1	0	1	\$ 718.20
S-211	Ottoman	\$ 718.20	\$ 0.00	\$ 718.20	1	0	1	\$ 718.20
S-230	Lounge Seating - Children's	\$ 2,418.51	\$ 0.00	\$ 2,418.51	2	0	2	\$ 4,837.02
S-231	Lounge Seating - Children's	\$ 2,067.96	\$ 0.00	\$ 2,067.96	2	0	2	\$ 4,135.92
S-233	Lounge Seating - Children's	\$ 2,177.97	\$ 0.00	\$ 2,177.97	2	0	2	\$ 4,355.94
<b>Manufacturer Total :</b>								<b>\$ 20,587.83</b>
<b>Grand Total :</b>								<b>\$ 20,587.83</b>



Project: Buckhead Branch  
 Project #: 21112.35  
 Issue Date: 01 NOV 2019  
 Revision Date:

## Budget by Manufacturer

(Bulk Quantities Not Included)

### Dauphin HumanDesign

<u>Control #</u>	<u>Item Name</u>	<u>Unit Price</u>	<u>Uph Price</u>	<u>Tot Price</u>	<u>Area Qty</u>	<u>Bulk Qty</u>	<u>Total Qty</u>	<u>Ext. Price</u>
S-203	Reading Chair - Adult's	\$ 263.50	\$ 0.00	\$ 263.50	22	0	22	\$ 5,797.00
S-224	Break Room Chair	\$ 182.50	\$ 0.00	\$ 182.50	7	0	7	\$ 1,277.50
S-232	Reading Chair - Adult's	\$ 263.50	\$ 0.00	\$ 263.50	8	0	8	\$ 2,108.00
T-326	Lap Top Table	\$ 311.50	\$ 0.00	\$ 311.50	8	0	8	\$ 2,492.00
<b>Manufacturer Total :</b>								<b>\$ 11,674.50</b>
<b>Grand Total :</b>								<b>\$ 11,674.50</b>



Project: Buckhead Branch  
 Project #: 21112.35  
 Issue Date: 01 NOV 2019  
 Revision Date:

### Budget by Manufacturer

(Bulk Quantities Not Included)

#### Exemplis / Sit On It

<u>Control #</u>	<u>Item Name</u>	<u>Unit Price</u>	<u>Uph Price</u>	<u>Tot Price</u>	<u>Area Qty</u>	<u>Bulk Qty</u>	<u>Total Qty</u>	<u>Ext. Price</u>
S-214	Study Room Chair	\$ 327.32	\$ 0.00	\$ 327.32	18	0	18	\$ 5,891.76
S-217	Computer Chair	\$ 422.87	\$ 0.00	\$ 422.87	20	0	20	\$ 8,457.40
S-220	Reference Task Stool - Staff	\$ 387.59	\$ 0.00	\$ 387.59	2	0	2	\$ 775.18
S-221	Task Chair - Staff	\$ 349.86	\$ 0.00	\$ 349.86	15	0	15	\$ 5,247.90
S-223	Task Chair - Librarian	\$ 363.58	\$ 0.00	\$ 363.58	1	0	1	\$ 363.58
S-235	SIT ON IT/IDEON Total Net Surcharge	\$ 310.83	\$ 0.00	\$ 310.83	1	0	1	\$ 310.83
<b>Manufacturer Total :</b>								<b>\$ 21,046.65</b>
<b>Grand Total :</b>								<b>\$ 21,046.65</b>





Project: Buckhead Branch  
 Project #: 21112.35  
 Issue Date: 01 NOV 2019  
 Revision Date:

## Budget by Manufacturer

(Bulk Quantities Not Included)

### HLF Furniture

<u>Control #</u>	<u>Item Name</u>	<u>Unit Price</u>	<u>Uph Price</u>	<u>Tot Price</u>	<u>Area Qty</u>	<u>Bulk Qty</u>	<u>Total Qty</u>	<u>Ext. Price</u>
CT-1000	SF Canopy Top	\$ 93.00	\$ 0.00	\$ 93.00	3	0	3	\$ 279.00
CT-1001	DF Canopy Top	\$ 165.00	\$ 0.00	\$ 165.00	20	0	20	\$ 3,300.00
CT-1002	9' Canopy Top - DF Shelving	\$ 267.30	\$ 0.00	\$ 267.30	24	0	24	\$ 6,415.20
CT-1003	6' Canopy Top - DF Shelving	\$ 178.20	\$ 0.00	\$ 178.20	4	0	4	\$ 712.80
CT-1004	9' Canopy Top - SF Shelving	\$ 150.12	\$ 0.00	\$ 150.12	4	0	4	\$ 600.48
D-0600	Octagonal Display Shelving	\$ 2,452.00	\$ 0.00	\$ 2,452.00	2	0	2	\$ 4,904.00
EP-0800	66"H Slatwall, DF End Panel	\$ 380.16	\$ 0.00	\$ 380.16	19	0	19	\$ 7,223.04
EP-801	66"H DF End Panel	\$ 178.20	\$ 0.00	\$ 178.20	20	0	20	\$ 3,564.00
EP-0802	66"H SF End Panel	\$ 80.46	\$ 0.00	\$ 80.46	5	0	5	\$ 402.30
EP-803	42"H Slatwall, DF End Panel	\$ 236.30	\$ 0.00	\$ 236.30	13	0	13	\$ 3,071.90
EP-804	42"H DF End Panel	\$ 118.80	\$ 0.00	\$ 118.80	17	0	17	\$ 2,019.60
EP-0805	42"H SF End Panel	\$ 118.80	\$ 0.00	\$ 118.80	4	0	4	\$ 475.20
EP-0806	42"H Back Panel - Periodicals	\$ 942.00	\$ 0.00	\$ 942.00	4	0	4	\$ 3,768.00
T-319	Print Release Table	\$ 498.96	\$ 0.00	\$ 498.96	1	0	1	\$ 498.96
T-322	Opac Shelf	\$ 326.70	\$ 0.00	\$ 326.70	1	0	1	\$ 326.70
T-323	Unlocking Station	\$ 478.89	\$ 0.00	\$ 478.89	1	0	1	\$ 478.89
T-324	Opac Station	\$ 453.60	\$ 0.00	\$ 453.60	1	0	1	\$ 453.60
<b>Manufacturer Total :</b>								<b>\$ 38,493.67</b>
<b>Grand Total :</b>								<b>\$ 38,493.67</b>



Project: Buckhead Branch  
Project #: 21112.35  
Issue Date: 01 NOV 2019  
Revision Date:

**Budget by Manufacturer**

(Bulk Quantities Not Included)

**Humanscale Corporation**

<u>Control #</u>	<u>Item Name</u>	<u>Unit Price</u>	<u>Uph Price</u>	<u>Tot Price</u>	<u>Area Qty</u>	<u>Bulk Qty</u>	<u>Total Qty</u>	<u>Ext. Price</u>
M-708	CPU Holder	\$ 78.75	\$ 0.00	\$ 78.75	16	0	16	\$ 1,260.00
Manufacturer Total :								\$ 1,260.00
Grand Total :								\$ 1,260.00



Project: Buckhead Branch  
 Project #: 21112.35  
 Issue Date: 01 NOV 2019  
 Revision Date:

## Budget by Manufacturer

(Bulk Quantities Not Included)

### Keilhauer

<u>Control #</u>	<u>Item Name</u>	<u>Unit Price</u>	<u>Uph Price</u>	<u>Tot Price</u>	<u>Area Qty</u>	<u>Bulk Qty</u>	<u>Total Qty</u>	<u>Ext. Price</u>
M-700	Dolly - Stacking Chair	\$ 257.40	\$ 0.00	\$ 257.40	5	0	5	\$ 1,287.00
S-200	Stacking Chair	\$ 112.20	\$ 0.00	\$ 112.20	120	0	120	\$ 13,464.00
S-213	Lounge Chair - Adult's	\$ 1,161.05	\$ 0.00	\$ 1,161.05	8	0	8	\$ 9,288.40
S-219	Lounge Chair - Teen's	\$ 1,071.40	\$ 0.00	\$ 1,071.40	2	0	2	\$ 2,142.80
S-228	Lounge Chair - Adult's	\$ 1,455.30	\$ 0.00	\$ 1,455.30	8	0	8	\$ 11,642.40
S-229	Lounge Chair - Teen's	\$ 1,071.40	\$ 0.00	\$ 1,071.40	4	0	4	\$ 4,285.60
T-301	Occasional Table	\$ 572.00	\$ 0.00	\$ 572.00	5	0	5	\$ 2,860.00
T-312	Occasional Table w/Power	\$ 1,298.00	\$ 0.00	\$ 1,298.00	3	0	3	\$ 3,894.00
<b>Manufacturer Total :</b>								<b>\$ 48,864.20</b>
<b>Grand Total :</b>								<b>\$ 48,864.20</b>



Project: Buckhead Branch  
 Project #: 21112.35  
 Issue Date: 01 NOV 2019  
 Revision Date:

### Budget by Manufacturer

(Bulk Quantities Not Included)

#### Kimball Office

<u>Control #</u>	<u>Item Name</u>	<u>Unit Price</u>	<u>Uph Price</u>	<u>Tot Price</u>	<u>Area Qty</u>	<u>Bulk Qty</u>	<u>Total Qty</u>	<u>Ext. Price</u>
WK-100	Workstation	\$ 5,817.23	\$ 0.00	\$ 5,817.23	1	0	1	\$ 5,817.23
WK-101	Workstation	\$ 33,691.95	\$ 0.00	\$ 33,691.95	1	0	1	\$ 33,691.95
WK-102	Workstation	\$ 3,443.00	\$ 0.00	\$ 3,443.00	1	0	1	\$ 3,443.00
WK-103	Workstation	\$ 2,282.78	\$ 0.00	\$ 2,282.78	1	0	1	\$ 2,282.78
<b>Manufacturer Total :</b>								<b>\$ 45,234.96</b>
<b>Grand Total :</b>								<b>\$ 45,234.96</b>



Project: Buckhead Branch  
 Project #: 21112.35  
 Issue Date: 01 NOV 2019  
 Revision Date:

### Budget by Manufacturer

(Bulk Quantities Not Included)

#### **KRUG**

<u>Control #</u>	<u>Item Name</u>	<u>Unit Price</u>	<u>Uph Price</u>	<u>Tot Price</u>	<u>Area Qty</u>	<u>Bulk Qty</u>	<u>Total Qty</u>	<u>Ext. Price</u>
S-222	Guest Chair	\$ 421.20	\$ 0.00	\$ 421.20	2	0	2	\$ 842.40
<b>Manufacturer Total :</b>								<b>\$ 842.40</b>
<b>Grand Total :</b>								<b>\$ 842.40</b>





Project: Buckhead Branch  
 Project #: 21112.35  
 Issue Date: 01 NOV 2019  
 Revision Date:

## Budget by Manufacturer

(Bulk Quantities Not Included)

### Leland

<u>Control #</u>	<u>Item Name</u>	<u>Unit Price</u>	<u>Uph Price</u>	<u>Tot Price</u>	<u>Area Qty</u>	<u>Bulk Qty</u>	<u>Total Qty</u>	<u>Ext. Price</u>
S-201	Children's Chair - Juvenile	\$ 265.23	\$ 0.00	\$ 265.23	16	0	16	\$ 4,243.68
S-202	Computer Chair - Easy	\$ 265.23	\$ 0.00	\$ 265.23	2	0	2	\$ 530.46
S-204	Computer Chair - Juvenile	\$ 265.23	\$ 0.00	\$ 265.23	4	0	4	\$ 1,060.92
S-206	Children's Chair - Easy	\$ 262.08	\$ 0.00	\$ 262.08	12	0	12	\$ 3,144.96
S-218	Teen Reading Chair	\$ 226.80	\$ 0.00	\$ 226.80	4	0	4	\$ 907.20
S-226	Bench	\$ 3,063.06	\$ 0.00	\$ 3,063.06	1	0	1	\$ 3,063.06
T-302	Reading Table - Juvenile	\$ 1,100.25	\$ 0.00	\$ 1,100.25	4	0	4	\$ 4,401.00
T-303	Reading Table - Easy	\$ 810.18	\$ 0.00	\$ 810.18	3	0	3	\$ 2,430.54
T-304	Computer Table - Easy	\$ 834.75	\$ 0.00	\$ 834.75	1	0	1	\$ 834.75
T-305	Computer Table - Juvenile	\$ 864.36	\$ 0.00	\$ 864.36	2	0	2	\$ 1,728.72
<b>Manufacturer Total :</b>								<b>\$ 22,345.29</b>
<b>Grand Total :</b>								<b>\$ 22,345.29</b>



Project: Buckhead Branch  
 Project #: 21112.35  
 Issue Date: 01 NOV 2019  
 Revision Date:

## Budget by Manufacturer

(Bulk Quantities Not Included)

### Spec Furniture

<u>Control #</u>	<u>Item Name</u>	<u>Unit Price</u>	<u>Uph Price</u>	<u>Tot Price</u>	<u>Area Qty</u>	<u>Bulk Qty</u>	<u>Total Qty</u>	<u>Ext. Price</u>
S-225	Counter Height Stool - Cafe	\$ 465.62	\$ 0.00	\$ 465.62	4	0	4	\$ 1,862.48
T-300	Flip Top Table	\$ 731.98	\$ 0.00	\$ 731.98	30	0	30	\$ 21,959.40
T-309	Conference Table	\$ 2,919.85	\$ 0.00	\$ 2,919.85	1	0	1	\$ 2,919.85
T-310	Conference Table	\$ 465.75	\$ 0.00	\$ 465.75	2	0	2	\$ 931.50
T-311	Conference Table	\$ 1,526.63	\$ 0.00	\$ 1,526.63	1	0	1	\$ 1,526.63
T-314	Counter Table - Teen's	\$ 4,375.00	\$ 0.00	\$ 4,375.00	1	0	1	\$ 4,375.00
T-315	Work Room Table	\$ 1,626.00	\$ 0.00	\$ 1,626.00	3	0	3	\$ 4,878.00
T-316	Break Room Table	\$ 1,762.00	\$ 0.00	\$ 1,762.00	1	0	1	\$ 1,762.00
T-317	Break Room Table	\$ 1,126.00	\$ 0.00	\$ 1,126.00	1	0	1	\$ 1,126.00
T-318	Counter Height Table - Lobby	\$ 3,667.00	\$ 0.00	\$ 3,667.00	1	0	1	\$ 3,667.00
T-329	Credenza	\$ 5,276.00	\$ 0.00	\$ 5,276.00	1	0	1	\$ 5,276.00
<b>Manufacturer Total :</b>								<b>\$ 50,283.86</b>
<b>Grand Total :</b>								<b>\$ 50,283.86</b>





Project: Buckhead Branch  
Project #: 21112.35  
Issue Date: 01 NOV 2019  
Revision Date:

**Budget by Manufacturer**

(Bulk Quantities Not Included)

**JSI**

<u>Control #</u>	<u>Item Name</u>	<u>Unit Price</u>	<u>Uph Price</u>	<u>Tot Price</u>	<u>Area Qty</u>	<u>Bulk Qty</u>	<u>Total Qty</u>	<u>Ext. Price</u>
S-234	Rocking Chair	\$ 1,669.50	\$ 0.00	\$ 1,669.50	1	0	1	\$ 1,669.50
<b>Manufacturer Total :</b>								<b>\$ 1,669.50</b>
<b>Grand Total :</b>								<b>\$ 1,669.50</b>



Project: Buckhead Branch  
 Project #: 21112.35  
 Issue Date: 01 NOV 2019  
 Revision Date:

## Budget by Manufacturer

(Bulk Quantities Not Included)

### TENNSCO/Estey

Control #	Item Name	Unit Price	Uph Price	Tot Price	Area Qty	Bulk Qty	Total Qty	Ext. Price
SH-900	66"H SF Shelving - New Releases	\$ 2,690.00	\$ 0.00	\$ 2,690.00	1	0	1	\$ 2,690.00
SH-901	66"H SF Shelving - Holds	\$ 2,245.00	\$ 0.00	\$ 2,245.00	1	0	1	\$ 2,245.00
SH-902	66"H SF Shelving - Teen's	\$ 3,686.00	\$ 0.00	\$ 3,686.00	1	0	1	\$ 3,686.00
SH-902.A	66"H DF Shelving - Teen's	\$ 1,886.00	\$ 0.00	\$ 1,886.00	1	0	1	\$ 1,886.00
SH-903	42"H DF Shelving - Children's	\$ 32,749.00	\$ 0.00	\$ 32,749.00	1	0	1	\$ 32,749.00
SH-904	66"H DF Shelving - Media	\$ 8,611.00	\$ 0.00	\$ 8,611.00	1	0	1	\$ 8,611.00
SH-905	66"H DF Shelving - Adult's Fiction	\$ 3,484.00	\$ 0.00	\$ 3,484.00	1	0	1	\$ 3,484.00
SH-906	66"H DF Shelving - Adult's Fiction	\$ 19,048.00	\$ 0.00	\$ 19,048.00	1	0	1	\$ 19,048.00
SH-907	42"H SF Shelving - Periodicals	\$ 4,999.00	\$ 0.00	\$ 4,999.00	1	0	1	\$ 4,999.00
SH-908	66"H DF Shelving - Adult's Non-Fiction	\$ 31,630.00	\$ 0.00	\$ 31,630.00	1	0	1	\$ 31,630.00
SH-909	66"H SF Shelving - Staff	\$ 3,315.00	\$ 0.00	\$ 3,315.00	1	0	1	\$ 3,315.00
SH-910	Storage Shelving	\$ 305.00	\$ 0.00	\$ 305.00	1	0	1	\$ 305.00
SH-911	42"H DF Shelving- Media	\$ 2,569.00	\$ 0.00	\$ 2,569.00	1	0	1	\$ 2,569.00
SH-912	Storage Shelving	\$ 817.00	\$ 0.00	\$ 817.00	1	0	1	\$ 817.00
SH-913	End Panel Bracket	\$ 814.00	\$ 0.00	\$ 814.00	1	0	1	\$ 814.00
SH-914	Steel Tops - SF	\$ 95.33	\$ 0.00	\$ 95.33	3	0	3	\$ 285.99
SH-915	Steel Tops - DF	\$ 1,417.00	\$ 0.00	\$ 1,417.00	1	0	1	\$ 1,417.00

Manufacturer Total : \$ 120,550.99

Grand Total : \$ 120,550.99

## COOPERATIVE PURCHASING/STATEWIDE/GSA

## USE JUSTIFICATION FORM

**Department Name:** Fulton County Library System

Contract # and Title: SWC#99999-SPD0000100-0003, SWC#99999-SPD0000100-0017, SWC#99999-SPD0000100-0019, SWC#99999-SPD0000100-0029, SWC#99999-SPD0000100-0039, SWC#99999-SPD0000100-0040, SWC#99999-SPD0000100-0052, SWC#99999-SPD0000100-0053, SWC#99999-SPD0000100-0057, SWC#99999-SPD0000100-0059, & SWC#99999-SPD0000100-0084

**Date:** November 8, 2019

In order to utilize the use of cooperative purchasing, statewide or a GSA contract the User Department is responsible for providing the following justification information:

1. Provide justification for the use of the cooperative purchasing/statewide/GSA contract your department would like to utilize:

*The statewide contract is a mandatory contract available for use by all State, City and County entities within the State of Georgia. The contract includes over 96 furniture manufacturers to provide Office, Computer and Educational Furniture and includes competitive discounted pricing on the purchase of Office, Computer and Educational Furniture products.*

*Due to the tight FF&E budgets allocated for the 22 libraries for Phase II of the Library Bond Capital Improvement Program, it was essential that the County explored all options of any savings that could be utilized. The key benefits for the use of this contract include:*

- 1. No minimum size order*
- 2. Free delivery within the State of Georgia*
- 3. Discounts up to 70% off List Price*
- 4. Additional volume discounts based on volume of order*
- 5. Access to over 500,000 Office, Computer and Educational Furniture Items*
- 6. Three delivery options*
- 7. Each manufacturer allowed up to 20 Authorized Dealers to assist customers with installation, design, delivery and consultation services*

*In addition, the County's Furniture Fixture & Equipment (FF&E) Consultant for the Library Capital Improvement Program, Hillsman Interiors is a Supplier Authorized*

*Dealer and will be responsible for coordinating the installation, design, delivery and provide consultation services.*

2. Attach a copy of the cooperative purchasing/statewide/GSA contract document or the contract information. **(See attached)**
3. Provide an explanation regarding the cost analysis conducted and why utilizing this contract is best value. Costs must be analyzed to ensure that the use is best value for the County. (check all appropriate)
  - ☐ leveraging benefits of volume purchasing
  - ☐ volume discounts
  - ☐ service delivery requirement advantages
  - ☐ reduction of cycle times
  - ☐ enhanced service specification

Additional information:

*This statewide purchasing contract is necessary to purchase furniture for the Phase II bond program renovation projects in volume. It is the goal of the Fulton County Library System to purchase furniture for multiple project groups simultaneously.*

Department: Alfred Collins, Administrator, Bond Construction



Prior to making the decision to utilize a cooperative purchasing, statewide or GSA contract, the Purchasing Director is responsible for conducting the following due diligence:

The Purchasing Representative must complete the following information:

1. Reviewed the justification for use from the User Department and determined the use of the cooperative purchasing/statewide/GSA contract is justified.  
x Yes ☐ No
2. Obtained a copy of the cooperative purchasing/ statewide contract and other related documents (i.e., solicitation document, award letter, etc.) and determined that the contract is current (not expired). x Yes ☐ No
3. Reviewed the cost analysis provided by the User Department and determined the following:
  - ☐ leveraging benefits of volume purchasing
  - ☐ volume discounts
  - ☐ service delivery requirement advantages
  - ☐ reduction of cycle times
  - ☐ enhanced service specification
4. Are the need(s) of the User Department met/achieved with the cooperative purchasing/statewide/GSA contract? x Yes ☐ No
5. Is the entity is authorized to conduct/transact business in the State of Georgia? x Yes ☐ No
6. If applicable, is the entity in compliance with the Georgia Security and Immigration Act (E-Verify)? x Yes ☐ No
7. When applicable, if the contract is for services or professional services is the entity capable of providing Certificate of Insurance? x Yes ☐ No