



STATE OF CALIFORNIA
DEPARTMENT OF GENERAL SERVICES - PROCUREMENT DIVISION

CONTRACT NOTIFICATION

***** MANDATORY *****

CONTRACT NUMBER: 1-06-71-50-MI

DESCRIPTION: ALLSTEEL INC PANEL SYSTEM
FURNITURE-MATCH & INTER-MEMBER

CONTRACTOR: ALLSTEEL/KELLER GROUP

EFFECTIVE DATES: 9/18/2006 THROUGH 3/31/2008

SUPERSEDES CONTRACT NO.: NONE

AREA: STATEWIDE

DISTRIBUTION: C-71-50

* TAX: Add appropriate sales and use tax.
Exempt from Federal Excise Tax.

*Food contracts are tax exempt.

RITA HAMILTON, Deputy Director

Use of this agreement by all agencies is mandatory with monetary exceptions stated herein or contained in State Administrative Manual.

To obtain assistance or report non-compliance by supplier, or for any suggestions or recommendations write:

Department of General Services, Procurement Division, P.O. Box 989054, W. Sacramento, CA 95798-9054,
or call: Contract Administrator, **JEFF JONES** 916-375-4434, CALNET 480-4434

Contract (Mandatory): 1-06-71-50-MI

SUPPLIER ID: 624979
NAME: ALLSTEEL/KELLER GROUP
ADDRESS: 3041 65TH STREET, STE 3
SACRAMENTO, CA 95820

CONTACT: 916-231-9230 PETER GODDARD
FAX NUMBER: 916-737-3305
TERMS OF PAYMENT: 2% - 20 DAYS
FOB: Destination
MINIMUM ORDER:

SCOPE:

This contract covers the estimated eighteen (18) month requirement, of the State of California and participating local agencies (political subdivisions) for ALLSTEEL-CONCENSYS OR TERRACE 3.4 LINES and components, to be furnished and installed, unless otherwise specified.

A local agency is any city, county, city and county, district, or other local governmental body or corporation empowered to expend public funds (California Public Contract Code #10298).

ELECTRICAL CONNECTION:

The electrical connection between the panel system and the building power supply is not part of this contract.

SUPPLIER MUST ACCEPT ORDERS BY FACSIMILE OR E-MAIL TRANSMISSION:

By signing and submitting the solicitation, the contractor agreed to accept orders either by facsimile or e-mail transmission. Please enter the business facsimile number and/or e-mail address that can accept State orders below.

Facsimile Number: (916) 737-3305

E-Mail Address: goddard@kelleroffice.com

PRODUCT PRICE:

For the Terrace 3.4, Marbles, and the Concensys, Allsteel product lines, the bid price is a 60% discount from the Allsteel March 5, 2006 Price List.

Note: The percentage discount incorporates prevailing wages.

All prices shall be FOB destination, including installation.

Price Declines:

The vendor shall immediately notify the State of all manufacturer's price declines and the State shall receive full benefit of all such declines, effective on the date of the manufacturer's general public announcement.

INSTALLATION & DESIGN SERVICES RATES:

SERVICE RATES:

Supplier has offered the following service rates. If new product is required, the cost for these services must be added as a line item on the Allsteel Purchase Order. If no new product is ordered, a Purchase Order must be issued to Keller Group for these services.

Contract (Mandatory): 1-06-71-50-MI

For the purpose of the following rates, a component is any of the following:
Adjustable Keyboard Tray, Countertop, Finish Post, Flipper Door, Lateral File Bin,
Panel, Pedestal, Pencil Drawer, Shelf, Support Panel, Tasklight, Wall Mount, and
Worksurface.

<u>Rates:</u>	<u>Cost per Component:</u>
Disassemble	\$10.00
Reassemble	\$30.00
Move to a different building	\$15.00
Move to a different floor	\$ 5.00
Move to a different room, same floor	\$ 5.00
Storage	\$10.00
Storage in/out handling	\$10.00

Types of Services:

- A. Installation drawings and specifications only
RESD provides typicals, plans including panel size, opening, special details -
everything in latest Autocad version - ready to open and use
WCF merely converts RESD provided information to installer ready drawings and
reports listing; New Product to be ordered, Excess Product and Reusable product.
- B. Reconfiguration planning services only (No new products ordered).
- C. Reconfiguration planning services with the purchase of new product.

MENU OF DESIGN SERVICES:

Rates for Design services are delineated below. If new product(s) are required, the
cost for these services must be added as a line item on the Allsteel Purchase Order.
If no new product is ordered, a Purchase Order must be issued to Keller Group for
these services.

For the purpose of the following rates, a component is any of the following:
Adjustable Keyboard Tray, Countertop, Finish Post, Flipper Door, Lateral File Bin,
Panel, Pedestal, Pencil Drawer, Shelf, Support Panel, Tasklight, Wall Mount and
Worksurface.

- 1. Inventory of standing product with plans \$ 75.00 Per Workstation
- 2. Inventory of standing product without plans \$112.50 Per Workstation
- 3. Inventory of warehoused or stored product \$ 5.00 Per Component
- 4. Input inventory list(s) into system \$ 5.00 Per Component
- 5. Field measure shell with plans \$.35 Per Square Foot
- 6. Field measure shell without plans \$.65 Per Square Foot
- 7. Draw shell when electronic version not provided \$ 1.00 Per Square Foot
- 8. Programming (client interviews) \$ 75.00 Per Workstation
- 9. Space planning \$ 75.00 Per Workstation
 - Develop typicals
 - Draw block plan
 - Draw space plan
- 10. Check set of installation drawings \$ 75.00 Per Workstation
(Includes Steps 10 through 14)
- 11. Product comparison electronically &
generation of reports. \$ 75.00 Per Workstation
- 12. Manual audit of reports \$150.00 Per Workstation
- 13. Revise plan \$ 37.50 Per Workstation
- 14. Final drawings and specifications \$ 75.00 Per Workstation
- 15. Revisions requested on drawings only
prior to specifications being completed. \$ 75.00 Per Hour
- 16. Revisions requested after drawings and
specifications are completed \$ 75.00 Per Hour
- 17. Cancelled projects billable \$ 75.00 Per Hour
- 18. Minimum Design Fee per project \$ 75.00 Per Hour

Contract (Mandatory): 1-06-71-50-MI

19. Travel expenses will be for any projects located 25 miles away from the regional locations of Sacramento, Los Angeles, and San Francisco.

	\$ 75.00 Man-Hours	- Travel
	\$125.00/Night Double Occupancy	- Overnight
\$ 60.00/Day Per Person		- Per Diem
	\$ 75.00/Day	- Car Rental
	\$ 0.32/mile	- Mileage
	\$ 50.00/day	- Misc.

Note: Phasing will result in additional charges depending on the complexity of the project. Charges must be agreed upon by mutual agreement of the State and supplier. Minimum charge for services = \$75.00.

SPECIFICATIONS:

All products shall comply with the attached State Specification 7195-51K-02, 3.0 General Requirements, Delete section 3.2.3 State Test.

All electrical and mechanical equipment furnished shall comply with the California Code of Regulations (CCR); Title 8 (Industrial Safety Orders), Title 24 (State Building Standards Law), and Title 17 (Public Health). All electrical equipment furnished shall be grounded, with any exceptions only as approved in the referenced applicable titles.

MATERIAL AND WORKMANSHIP:

The contractor shall be required to furnish all materials, equipment, and/or services necessary to perform the contractual requirements. Materials and workmanship in the construction of furniture for the contract shall conform to all codes, regulations and requirements for such equipment, specifications contained herein, and the normal uses for which intended. Materials shall be manufactured in accordance with the attached specifications and ANSI/BIFMA standards.

CAD Specific Software:

The supplier shall also provide the State with software program(s) to design and specify all contract items. The software packages shall provide graphic symbols of all contract items and have the ability to extract the graphic attributes to develop product specifications. The graphical software shall integrate with Computer Aided Drawing & Design (CADD) software. The standard CADD program is AutoCAD 2005 and AutoCAD 2006. The supplier supplied software programs shall give the State the ability to develop electronic plans and specifications. The specifications and/or product lists shall be in Standard Interchange Format (SIF). The software shall provide specifications to include part lists, model numbers, quantities, and price.

The graphical software program shall interface with AutoCAD 2005 and/or AutoCAD 2006. It should allow easy placement of symbols. The software shall have a loadable menu structure that integrates with the AutoCAD's standard ACAD menu (ACAD.mnu). Symbol placement is by pull-down menus, part numbers, or by searching catalogs through dialog boxes.

Contract (Mandatory): 1-06-71-50-MI

The supplier's graphical software shall contain symbol libraries in 2D and 3D views. All product symbols furnished under this contract shall be in this graphical form. Each graphical symbol shall include descriptive text defining the component's size and model number. The symbols shall be built to provide separation of its components and text within different AutoCAD layers. The AutoCAD-compatible symbol libraries shall use the standard layer commands available in AutoCAD by dispersing the different product types on different isolated layers. The program shall contain scripts that allow the user to isolate the drawings into panel, component, and panel/electrical plans. The supplier's graphic software shall give the State the ability to create panel and component plans, create installation drawings and provide three-dimensional drawings from the basic symbols. It shall also extract the symbol attributes to create accurate quantity takeoffs.

Contractor must provide subscription services in the name of the Department of General Services, Real Estate Services Division (RESD), State of California. RESD shall be registered as the customer with the software manufacturer for the duration of the contract. Supplier must provide technical telephone support for the software provided under this contract. The support services shall be available a minimum of eight hours a day, five days a week (8:00 AM to 5:00 PM, Monday through Friday). Contractor must provide all upgrades and revisions to all the supplier supplied software described above, including documentation and on-site installation to RESD as each revision/update becomes available.

NONOBSOLESCENCE:

The contractor shall warrant the components of any offered furniture system will be available for a minimum of ten years, paint for five years (from date of purchase/installation).

Upon approval by DGS' contract administrator and RESD, a product may be excluded from the "Non-Obsolescence" requirement. Waiver will be considered when the product(s) constitute a small portion of an order and when it can be demonstrated that standard commercial practice makes long-term availability unreasonable.

TRAINING:

(1) On-Going Training: On-going training shall take place at least once each quarter (three months) and shall include, but not be limited to, PowerPoint presentation(s) or equivalent, with hard copies of information supplied to each attendee. The State anticipates 50-60 staffing each training session. Sessions may be broken into smaller groups, if appropriate. These on-going training sessions shall begin within 45 days of receipt of award notice.

(2) Additional training provided may include, but not be limited to:

- a. Design and installation procedures relating to voice/data cabling access and available electrical capabilities.
- b. Documentation process and forms (standardized system for communicating with planners).
- c. Order and revision process from State order entry through installation completion.
- d. Product updates to RESD staff by Contractor/Manufacturer personnel.

DRAWINGS AND SPECIFICATIONS:

Drawings and specifications are based on space plans provided by RESD. The contractor shall utilize AutoCAD 2005 or AutoCAD 2006. In addition, contractor shall produce three-dimensional drawings of workstations, which are compatible with AutoCAD 2005 or 2006 to develop installation plans and order lists. (See Administration and Design Software paragraph).

Contract (Mandatory): 1-06-71-50-MI

- (1) Work Order Request Form:** RESD will provide contractor, via e-mail, Work Order Request Form (Exhibit A), and scaled plans (typically 1/8"=1'-0") depicting the building shell, workstation panel layouts, panel widths and heights, and "typical" workstation layouts. Each typical or workstation type shall be indicated, i.e., if three workstation types are included in the plan, then details of the basic three will be provided. If special areas, team spaces, or one-of-a-kind workstations are required, details of these items will be provided by RESD, depicting panel and component locations, panel height and widths, electrical and telephone locations. RESD will not provide details of "flip/flop" or "reversed" (mirror-image) layouts. RESD drawings shall also include requirements for hardwiring the panel system to the building, telephone, and electrical locations.
- (2) Check Plot Drawings:** Contractor must return "Check plot" drawings (two hard copy sets) and product specifications to RESD within fifteen (15) business days after receipt of Work Order Request Form and drawings for less than 100 workstations. Contractor has five (5) additional business days for each additional 50 workstations. Check Plot drawings are drawings based on space plans provided by RESD, generated by contractor using contractor-supplied software. Check plot drawings must include a 2-D drawing of all furniture submitted with the Work Order Request Form and 3-D drawings of the typical workstations and/or clusters. RESD is responsible for obtaining authorized signature from client agency. RESD returns one set of Check Plot drawings to contractor stamped "Approved". Approved Check Plot drawings indicate authorization for contractor to proceed with final installation drawings.
- (3) Field Verification for Building Accuracy:** Contractor may be responsible for field verifying an installation when requested by the State or delegated agency, both new installations and reconfigurations, for building shell accuracy when requested. Contractor shall verify all building conditions, which may impact the furniture layout and installation prior to order placement. Contractor is responsible for complete and accurate specifications based on actual field dimensions and conditions. The contractor shall, prior to beginning furniture specifications, immediately notify the party that submitted the project, of any inconsistencies with building shell, including unusual installation requirements for the project.

The fee for the field verification service shall be based on an hourly rate. Please indicate the hourly rate for this service \$75.00/hr plus expenses. The service will usually be requested on projects in excess of \$500,000.00 and/or requiring phasing.
- (4) Minor Changes to Check Plot Drawings:** Minor changes by the State to the issuance of Final Installation Drawings shall be accomplished in a timely manner. Minor changes are defined as not more than two component changes in an individual workstation, for a total of ten (10) workstation on a one hundred (100) workstation project. Minor changes to Check Plot Drawings do not constitute re-work as defined herein. Minor changes may be "bubbled" and indicated directly on Check Plot Drawings. See next paragraph "Re-work By Contractor".
- (5) Re-work By Contractor:** If it is necessary to revise plans more extensively than minor changes prior to "approved" check plot plans that have been submitted to Contractor; this constitutes re-work. For re-work, the contractor is entitled to charge a minimum of \$300 or \$20 per workstation (1-500 workstations) requiring revisions, whichever is greater. Re-work fee for 501 or more workstations is negotiable. Upon request, contractor shall be entitled to written authorization from RESD or ordering agency for this revision of work. Contractor shall provide copies of all project records/accounts indicating hours charged for design work. This fee will be added to the purchase order without the product discount being applied (cash terms for prompt payment, if offered, shall still apply).

Contract (Mandatory): 1-06-71-50-MI

- (6) Order Cancellation: Projects for which design services have been completed and returned to RESD for issuance of purchase order that do not result in a purchase order within 90 days after return receipt of the plans shall be subject to the fee of \$25.00 per workstation/work area for these services. The ordering agency shall issue a purchase order to cover the fee. Electronic copies of all drawings associated with canceled project shall be provided to RESD and ordering agency, upon presentation of purchase order for design services.
- (7) Final Installation Drawings: After receipt of the State approved check plot drawings and specifications, the contractor shall complete and return final installation drawings and product specifications within five business days.
- (8) Outsourcing of Design Work: The Contractor may outsource the design work at any time; however, increase in timeframes will be given.
- (9) Certification of Plans: Contractor shall certify that all RESD space plans are reviewed for correct product application and stability. The contractor shall, prior to completing furniture layout plans, immediately notify the government entity's point of contact that submitted the project, of any inconsistencies with product capabilities, including unusual installation requirements for the project.
- (10) Parts Specification List: The contractor is responsible for accurately specifying all necessary parts, connectors, fillers, and trim pieces and including them in product specification list. If corrective action is required, the State shall pay for the parts and the supplier shall pay for the quick shipment (if an emergency, within 48 hours) of the parts. When buildings can not be occupied as a direct result of the corrective action, the supplier shall be held responsible for the associated additional costs incurred by the State.

PRISON INDUSTRY AUTHORITY (PIA) WAIVER:

On product orders of \$1,000 or more a State agency must obtain a PIA Waiver before placing an order against this contract.

METHOD OF ORDERING:

State agencies shall submit a purchase order directly to RESD for review and approval. If RESD has provided a written delegation, the purchase orders shall be submitted directly to the contractor. RESD shall forward approved orders to the contractor for processing.

Local agencies shall submit a local agency purchase order directly to the contractor. If local agencies wish to have RESD perform space-planning activities, the local agency shall submit a local agency purchase order to RESD for review and consideration prior to submitting it to the contractor.

Acceptance by the contractor of a purchase order that includes a schedule for project completion shall be a binding schedule, as contractor shall acknowledge receipt that includes such schedules. The acknowledgement shall be processed and forwarded to RESD or local agency, whichever applies, within five (5) business days.

Purchase orders shall reflect the discount on the order total, not each line item. Purchase orders must show terms for payment, delivery time, and unit prices. Only those items listed in the contract shall be listed on purchase orders referencing the contract.

ORDER CONFIRMATION:

The dealership shall send RESD or the delegated agency an order confirmation 24 hours after receipt of order (ARO).

Contract (Mandatory): 1-06-71-50-MI

MINIMUM ORDER:

The minimum order is one panel or hang-on component from the manufacturer's published price list.

QUICK SHIPMENT/DELIVERY:

The contractor shall offer quick shipment/delivery service. The furniture shall be delivered within 10 business days after receipt of order (ARO).

NOTE: Concensys only can be quick shipped.

The State will keep the delivery service to a minimum. The cost for this service shall be based on a percentage of the order. Therefore, the government discount shall be reduced by 2.5%. This discount will be reflected in the purchase order.

ORDER TRACKING:

It is the responsibility of the contractor to track all orders. The contractor must provide a web site wherein RESD may obtain current order status and shipping information. RESD will provide contractor with the authorized State employee names for obtaining a password in order to access web site product order status and shipping information.

STORAGE/WAREHOUSING:

If a job requires storage of contractor's construction materials, the contractor shall be responsible for securing such storage. The State may supply space to accommodate trailers, etc. for storage on a case-by-case basis.

Storage of goods may be paid by separate purchase order by the ordering agency when the installation is delayed due to State caused delays beyond the date of installation. If the installation of delivered goods will be delayed more than twenty-one (21) calendar days beyond the installation period identified by the purchase order, and the delays are caused by the State, it may be cause to allow for payment prior to completion of installation. No greater than 70% of the delivered goods as verified by authorized State employees per accurate bills of lading, purchase orders, and inventory lists may be paid prior to completion of installation. No payments may be made without State verification of goods on hand. Payments will only be made on goods stored on State property or in a bonded warehouse, regardless of the reason for delay.

PRE-INSTALLATION MEETING:

If notified by RESD planner or local agency planner, the contractor shall be required to provide appropriate personnel to lead a pre-installation meeting with the ordering State agency, RESD planner, installers, and project general contractor to formulate phasing sequence and staging plan. The project complexity will determine how much in advance the pre-installation meeting shall be held.

GENERAL PREVAILING WAGE:

General Prevailing Wage rates shall apply to this contract. Hourly wage rates shall be governed by the General Prevailing Wage Determination made by the Director of Industrial Relations pursuant to California Labor Code, Part 7, Chapter 1, Article 2, Sections 1770, 1773, and 1773.1. Contractor shall maintain records of proof that prevailing wage is paid to workers. In some projects, the contractor may be required to post proof of prevailing wage at work sites.

NOTE: PREVAILING WAGE PREVAILS OVER ANY SERVICE INCLUDED IN THIS CONTRACT.

CONTRACTOR'S LICENSE:

The dealership shall have the appropriate contractor's license.

Contract (Mandatory): 1-06-71-50-MI

PAYMENT BOND:

A payment bond is required. Each purchase order shall have a payment bond issued in the amount of 50% of purchase order amount. The payment bond shall be issued and submitted to RESD prior to the commencement of work on any order for open office panel system.

LIABILITY INSURANCE:

The contractor has provided proof of Commercial General Liability Insurance (minimum of \$1,000,000), Automobile Liability Insurance (minimum of \$1,000,000), and Standard Worker's Compensation and Employer's Liability Insurance.

LIQUIDATED DAMAGES:

It is agreed by the parties to the contract that in case all the work called for under the contract in all parts and requirements is not finished or complete within the contract time set forth in the bid unless delay is authorized, in writing, by the Deputy Director, Real Estate Services Division, damage will be sustained by the State of California, and that it is and will be impracticable and extremely difficult to ascertain and determine the actual damage which the State will sustain in the event of and by reason of such delay; and it is, therefore, agreed that the contractor will pay the State of California \$.08 per square foot per day for each day's delay in finishing the work beyond the time prescribed, provided the total damage assessed against the contractor shall in no case exceed 50 percent of the total value of the entire order. Sqaure footage for this calculation shall be defined as: the total area that cannot be occupied for which rent or compensation is due and payable regardless of the ratio of Open Office Panel System project area to the balance of space. The contractor agrees to pay said liquidated damages as herein provided, and in case the same are not paid. agrees that the State may deduct the amount thereof from any money due or that may become due to the contractor.

HOURS OF DELIVERY AND INSTALLATION:

Normally, delivery and installation can be made at most locations Monday through Friday between 8:00 A.M. and 5:00 P.M. If this is not possible, the contractor shall be paid after hour rates for installation, not to exceed usual and customary overtime expenses for the area in which the products are being installed.

Off-hour delivery and installation during weekends, evenings, and holidays may be required and must be stipulated as such in the purchase order. Hourly wage rates covering off-hour installations shall be governed by the General Prevailing Wage Determination made by the Director of the Department of Industrial Relations pursuant to California Labor Code Part 7, Chapter 1, Article 2, Sections 1770, 1773, and 1773.1. Contractor is to maintain records of wage rates paid to workers. Contractor is requested to make deliveries in the Los Angeles County, Orange County, San Bernardino metropolitan area and San Diego metropolitan area during off-peak hours. Off-peak hours are 10:00 A.M. to 4:00 P.M.

DELIVERY:

Delivery shall be completed within sixty (60) calendar days after receipt of purchase order for orders up to 100 workstations. Five (5) calendar days may be added for each additional 50 workstations.

There are numerous governmental agencies located throughout the State of California. Purchase orders for open office panel system will vary in size and complexity. The manufacturer will be held responsible to ensure that all delivery schedules will be adhered to. This will require that the manufacturer maintain an adequate number of service centers to meet the fluctuating demand for open office panel system by governmental agencies.

Contract (Mandatory): 1-06-71-50-MI

If RESD is experiencing late deliveries, the contract administrator will send a cure letter to the contractor and give them ten (10) business days to resolve the issue. If late deliveries continue, the contractor may be subject to default proceedings, in accordance with the General Provisions, Section 24, entitled "Termination for Default".

PACKAGING:

All cartons, packaging materials, dunnage, etc. are to be removed from the job site by the contractor and recycled (if applicable).

BILL OF LADING:

Except when payment is authorized in advance of installation, as stated above, it is the contractor's responsibility to check bill of lading, verify orders, inspect for damage, and reorder as necessary. All bills of lading must clearly identify the contents, ordering number, agency, the project transition number, and the purchase order number.

DAMAGED/INCORRECT GOODS:

When standard product is delivered damaged or incorrect product is shipped, at the customer's discretion, the contractor shall replace or repair the product within 10 business days.

INSTALLATION:

It is the contractor's responsibility to deliver and install all the ordered workstations, panels, components, and hardware. All components must be set in place, completely assembled and functional at point of use, per the State approved and contractor supplied installation drawings. A project may encompass multiple rooms and/or areas. These areas shall be ready and available to receive product at the start of the project as the product will be staged in the area that it will be installed in.

If the contractor is unable to provide installation services within the timeframes allowed in this contract by using their own personnel then they may subcontract a local installation team to complete the work at no additional cost to the State. The contractor is fully responsible and liable for any subcontracted installer's performance under the contract.

Note: If necessary, the State reserves the right to change the installation date up to thirty business days prior to delivery. Also, the installer shall be a manufacturer-authorized installer with appropriate contractor's license.

POST INSTALLATION WALK-THROUGH AND PUNCH:

The contractor shall participate in a final walk-through inspection with RESD planner, ordering State agency, and installer. The contractor is required to provide:

1. Written checklist of deficient items.
2. Written list of incorrectly ordered/specified items and arrange for return of items for refund or credit. The contractor shall be liable for restocking fees if extra items are a result of their error in the order preparation or installation process. The ordering and/or planning State agencies shall be liable for restocking fees if extra items are a result of changes in plans provided to the contractor by RESD or ordering agency.

Contract (Mandatory): 1-06-71-50-MI

3. Written list of items in need of repair or replacement. If reconfiguration is required during initial installation due to contractor error, all work associated with the reconfiguration shall be considered a top priority in the contractor's work schedule. A time schedule stipulating shipping and installation periods shall be submitted for approval to the project's planner and State agency representatives. If no parts are to be ordered, the maximum turnaround for completion of the reconfiguration work shall not exceed 48 hours whenever possible. All incorrectly ordered/specified products and all labor costs associated with the reconfiguration shall be the responsibility of the contractor. Contractor shall reorder mis-ordered product within three (3) business days of final inspection.
4. The contractor shall provide a "Project Acceptance Notice" with the following features:

Dated signature blocks indicating approval from:

- a. Real Estate Services Division
- b. Ordering State Agency

RECONFIGURING SERVICE:

The supplier shall offer reconfiguring services. Reconfiguring services shall include the tear down, removal, and reinstallation of existing furniture in either the same location, another location, or in storage (without reinstallation). This service shall be provided in conjunction with/or without the purchase of new open office panel system.

The reconfiguring service shall not include the transportation and storage (if applicable) costs. The transportation and storage costs are additional costs that are above and beyond the cost for reconfiguring service of a typical workstation (see specifications). All costs shall be fair and reasonable and subject to audit by the State.

The contractor performing the reconfiguring service shall be an manufacturer-authorized service company to reconfigure the open office panel system. This will ensure that the warranty will not be voided. If the contractor is not an authorized manufacturer service company, it shall seek certification from the manufacturer. This shall be completed prior to performing any reconfiguring service. The contractor shall provide RESD and Procurement Division with evidence that the subcontractor is authorized to reconfigure furniture.

WORKLOAD FORECASTING/DELAYS:

Contractor shall be responsible for analysis of forecasting "peak" cycles and alerting State to potential delays because of workload requirements. The State will confer with contractor regarding prioritization and adjustment of schedules as required.

PROJECT TRACKING NUMBERS:

All correspondence on a given project will contain the project/transaction number. This includes correspondence from both the contractor and the State. The State will not be responsible for using the supplier's project tracking numbers.

CONTRACT DOLLAR VALUE:

This contract will not have a guaranteed dollar value.

The State's obligation to pay is solely from funds appropriated for the acquisition of the products on this contract. If funds are not appropriated for future fiscal years, the contract dollar amount will be reduced accordingly. Receipt of a contract delegation order or purchase order under the contract is proof of availability of funds for that order.

Contract (Mandatory): 1-06-71-50-MI

INVOICING REQUIREMENTS:

The contractor is to render invoices as instructed on individual orders. Invoices shall include the order number, the contract number, the item number, the unit price, the extension. State sales and/or use tax is to be added to each invoice. Invoices must agree completely with the final revision of the purchase order. Discounts shall be applied to purchase order totals, not line item totals.

Prompt payment discount time frames are in accordance with General Provision Section 30.

Contractor Note: State Sales and/or Use Tax is to be added to each invoice in accordance with California Sales and Use Tax Regulations 1501, 1526, 1546 and California Sales and Use Tax Annotations Section 435.0000. For additional information regarding these codes, a help line is available weekdays 8:00 AM to 5:00 PM PST at (916) 324-2926 or written inquiries may be directed to the Board of Equalization, Audit and Planning Division, 450 "N" Street, MIC 40, P.O. Box 94279, Sacramento, CA 94279-0040.

USAGE REPORTS:

The contractor must submit a detailed report every three months to the Procurement Division, Contract Management with a copy to RESD. This report is to include the total quantities per stock item number and the total dollar amount ordered from the contract by the using agencies. Invoice copies will not fulfill this requirement. State and local agencies are to be included on the report.

The contractor must also submit to the Procurement Division, Contract Management a monthly report detailing the contract ordering activity by purchase order number, agency billing code number, purchase order total, agency name, and city location of the installation. This report will be due by the 15th of the month following the month being reported. The contractor will submit a copy of this report to RESD.

DEALERSHIPS:

List below the dealership information:

COMPANY NAME:	Keller Group Office Environments
STREET ADDRESS:	3041 65th Street, Ste. 3
CITY, STATE, AND ZIP:	Sacramento, CA 95820
TELEPHONE:	(916) 231-9230
FAX PHONE NO.:	(916) 737-3305
E-MAIL ADDRESS:	goddard@kelleroffice.com
NAME OF CONTACT PERSON:	Peter R. Goddard

PROJECT MANAGER:

The supplier shall designate a Project Manager (PM) that is the sole contact that represents the manufacturer and dealership during the day-to-day operational activities with RESD. The PM shall work with RESD personnel to ensure the satisfactory delivery and installation of system furniture. The PM shall be made available to RESD during State normal working hours (Monday through Friday, 8:00 A.M. to 5:00 P.M.).

The PM, RESD, and agencies issued a delegation will have quarterly meetings (every 3 months) and on an as needed basis. These meetings will be conducted for project review and other operational activities.

Contract (Mandatory): 1-06-71-50-MI

List below PM information:

COMPANY NAME: Allsteel Inc.
STREET ADDRESS: 2210 Second Avenue
CITY, STATE, AND ZIP: Muscatine, IA 52761
TELEPHONE: (916) 804-8850
FAX PHONE NO.: (916) 852-6514
E-MAIL ADDRESS: sperandeo@allsteel/office.com
NAME OF CONTACT PERSON: Leonard Sperandeo

Contractor shall have representative available for assistance specifically knowledgeable of the terms and conditions of this contract and especially familiar with the conditions governing the specific aspects of the contract they will be monitoring.

CHANGE ORDERS:

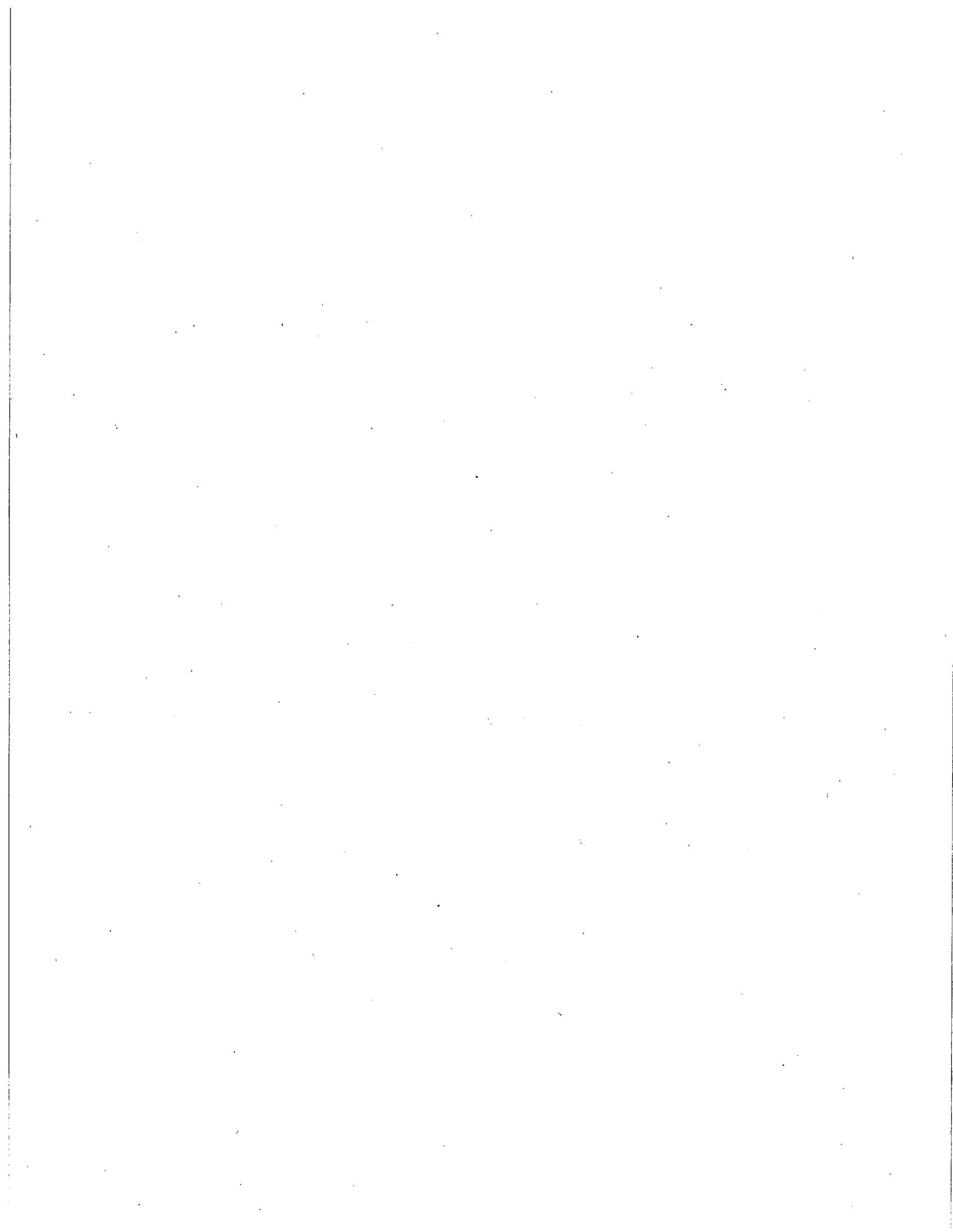
This Contract may be amended, modified, or terminated at any time by mutual agreement of the parties in writing. Change orders amending, modifying or terminating the Contract, including any modifications of the compensation payable may be issued only by the State Procurement Officer. All such change orders shall be in writing and issued only upon written concurrence of the vendor. Termination, as that term is used in this section, does not include termination for default of the vendor.

EMERGENCY PURCHASES

EMERGENCY PURCHASES MAY BE MADE OFF CONTRACT.

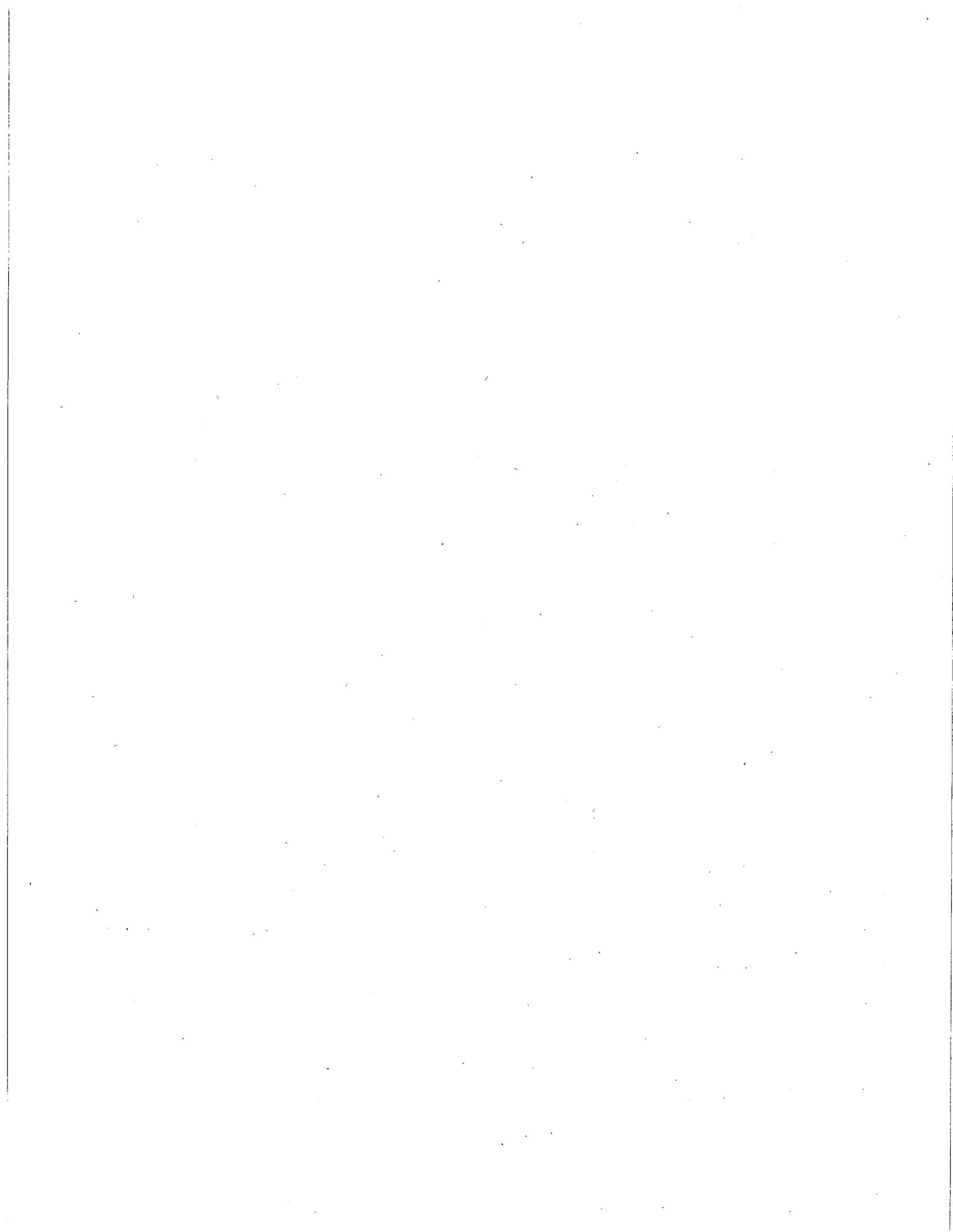
TERMINATION OF CONTRACT

If the term of this contract extends into fiscal years subsequent to that in which it is approved, such continuation of the contract is subject to the appropriation of funds for such purpose by the Legislature. If funds to effect such continued payment are not appropriated, Contractor agrees to terminate any services supplied to the State under this contract and relieve the State of any further obligation therefor.



Contract (Mandatory): 1-06-71-50-MI

ITEM NO.	COMMODITY NO. SUPPLIER PART NO.	SUPPLIER NO.	UNIT	DESCRIPTION	UNIT PRICE
1	7195-025-5535-8	624979	LT	SYSTEM OPEN OFFICE PANEL (BY THE LOT)	VARIABLE
2	7195-025-5540-1	624979	LT	RECONFIGURATION SERVICE FOR OFFICE PANEL SYSTEM	VARIABLE
3	7195-909-0001-7	624979	VA	FOR DATA ENTRY USE ONLY FURNTR-DGS/PROCUREMENT USE ONLY	VARIABLE



Open Office Panel Systems with Hang-On
Components

December 2000

01.00 SCOPE

This specification establishes the minimum technical requirements for State of California monolithic panel systems furniture (i.e. one piece/ monolithic panel face). The system shall be complete with re-locatable components of systems furniture, including but not limited to: standard panels, panel connectors, corner posts, worksurfaces, vertical storage cabinets, file/storage units, pedestals, task lights, worksurface support brackets, wiring channels, power feeds, electronic support components, top caps, base covers and miscellaneous connectors. Intended for long- term use in offices occupied by the State of California the system shall be designed for ease of field assembly, disassembly and reconfiguration, which shall be accomplished with a minimum number of tools and special hardware. The panel system shall also be designed to easily facilitate lifting for carpet installation or replacement. **All applicable ANSI/BIFMA standards, though not specifically cited, apply.** All reference herein to ADA compliance refers to operation and accessibility of individual components as applicable. ADA compliance relative to the final configuration of workstations and other assemblies under this contract will be the responsibility of the State of California. For additional reference to ADA compliance, please see General Provisions, Item #50.

02.00 GENERAL REQUIREMENTS

02.01 Materials

Contractor shall provide ANSI/BIFMA compliant systems furniture of standard construction with details, finishes, colors and materials consistent throughout. All items of systems furniture **purchased under this specification must display good quality workmanship, and** must be free from sharp edges or burrs **and any other defects which compromise their use, operation,** or are harmful to persons or materials in contact with them.

02.02 Metal Components

All metal components shall be fabricated from top quality metal raw materials. Surfaces shall be free from pits, scale and other defects. All welds shall be ground smooth and all seams shall be flush.

02.03 Component Connectors and Fasteners

Metal component mounting hardware shall be concealed from view and feature safety locking devices **or be manufactured in such a manner** to prevent accidental dislodging. Exposed fasteners (i.e., screw heads, bolts and hinges) are not permitted. All connectors and fasteners shall be capable of being installed and dismantled without damage to panels or adjacent surfaces. All panel joints shall be designed to provide a continuous connection between panels, serving as an effective barrier against transmission of light and sound.

12/19/00

02.04 Component Hardware

All component hardware, pulls, latches, fasteners and connectors shall comply with applicable ADA guidelines.

02.05 Keying System

Panel systems shall include an interchangeable lock system that can be installed or removed in the field on all applicable components. Locks with a master keying system and a minimum of 100 differently keyed locks shall be provided. Components within a workstation shall be keyed alike within each workstation with two keys provided per workstation. All locks or cylinders shall be designed to allow for easy installation or replacement by State personnel in the field. A minimum of one (1) master key shall be provided for each installation as well as tools for removal of cylinders.

02.06 Panel and Tack Board Fabric

Panel and tack board fabric shall be free from defects affecting service or appearance, such as: weaving irregularities (filling bars, moiré effect, etc.), dyeing or finishing irregularities (streaking, spotting, etc.) and other such processing irregularities for which yardage allowances (for useable material) must be given. This does not include fabric flaws such as knots, burrs, slubs, etc. Material shall be suited for its intended application allowing no bleed-through of adhesive, no excessive freedom for bowing/skewing when applied according to manufacturer's instructions. Light colored panel fabrics with minimum reflectivity of 40% shall be made available at the discounted contract prices.

02.07 Panel Flammability

All panels, face units and panel inserts offered shall have a maximum smoke development rating of 450 and a maximum flame spread rating of 25 when tested as specified herein. Face fabrics for above the worksurface privacy screens shall comply with National Fire Protection Association (NFPA) Standard No. 701 or shall have a maximum smoke development rating of 450 and a maximum flame spread rating of 25 when tested in accordance with ASTM-84.

The fire test shall be conducted in accordance with American Society for Testing and Materials (ASTM) Standard E-84, Standard Method of Test for Surface Burning Characteristics Building Materials, by an independent laboratory, or may be conducted in-house if the manufacturer has the proper facility and trained personnel to conduct the test. **If the manufacturer chooses to perform the flammability testing and certification, they must also be ISO 9001 registered.** The test report submitted with the bid shall be the most recent performed, not to exceed three years old. During the term of the contract new testing shall be conducted so that no test results are more than three years old if the panel construction has not changed. If panel construction is changed, new fire testing and certification are required. The test report must state the panel series tested and must state in detail the construction of the panel tested. The test shall be conducted on the entire assembled panel (the complete core, adhesive, decorative fabric, frame, and joining components).

12/19/00

The test must be conducted on each different fabric, and interior construction. However, additional fabrics may be offered for inclusion under the contract without additional ASTM E-84 testing provided the following conditions are met: (1) An ASTM E-84 test was conducted on the complete panel, which is acceptable to the State of California. (2) The fabric on the panel tested under E-84 was tested and complies with National Fire Protection Association (NFPA) Standard No. 701. (3) The additional fabrics offered were and comply with NFPA No. 701. (4) There are no other changes in the panel construction.

Alternatively, testing may be conducted in accordance with Underwriters Laboratories (UL) Standard No. 723 or National Fire Protection Association (NFPA) Standard No. 255.

02.08 Panel Acoustics

The acoustical test for sound absorption and for the Noise Reduction Coefficient (NRC) or Speech Frequency Sound Absorption Average shall be conducted by an independent laboratory in accordance with ASTM C423-90. The manufacturer may conduct the aforementioned tests if the manufacturer has the appropriate testing facility, and trained personnel. **If the manufacturer chooses to perform the acoustical testing and certification, they must be ISO 9001 registered.** The test shall be conducted on the entire panel, full-face area (the complete core, adhesive, decorative fabric, frame and joining components). Both sides of the panel shall be tested. The test must be conducted on each different construction offered as an acoustical panel. The test for Sound Transmission and Sound Transmission Class (STC) shall be conducted in accordance with ASTM E 90 and E 413. See Section 03.08 Acoustical Performance for criteria.

02.09 Panel and Panel-Supported Components

Panel and panel supported components shall be tested in accordance with the requirements of ANSI/BIFMA X5.5 and X5.6. Representative items shall be selected for testing based on worst case situation (i.e. the deepest and widest worksurface or shelf). All items must meet manufacturer's installation instructions on load limits and be ANSI/BIFMA compliant.

02.10 Panel Electrical System

The panel electrical system shall meet or exceed the requirements of UL 1286.

02.11 Lights

All task lights offered shall be UL approved or approved by other independent testing laboratories using recognized industry standards and must meet all Federal Energy Policy Guidelines, as well as any applicable State Energy Codes, Regulations, and Guidelines **and the Environmental Specifications included in this bid.**

02.12 Product Installation

The contractor shall provide all components, hardware and parts necessary for a proper assembly, installation and operation per the Project Quotation/Purchase Order. All panel system components shall be bar coded for tracking, inventory and billing purposes. **The bar coding shall appear either on the individual component, or the carton that the component is shipped in.** The Contractor, at no additional cost to the State of California, shall furnish all missing components, hardware or parts not included in the original job quote and parts list.

02.13 Product Warranty

All panels and components, electrical and fabric, shall be unconditionally guaranteed against faulty materials and workmanship for a minimum of 10 years after the system has been installed. "Single shift only" warranty is unacceptable. Panels, components and parts shall be repaired or replaced within 10 working days of notification at no cost, including freight, to the State. Normal wear and tear are exempt.

02.14 Indoor Air Quality Requirements

Emissions of volatile organic compounds for the entire workstation shall not exceed the concentration limits listed in Section A2: Concentration Limits of the Environmental Specifications **except as otherwise referenced in the invitation For Bid.**

02.15 Non-Obsolescence

Contractor shall provide compatible products, components and parts for a period of ten (10) years after date of Final Acceptance. Compatible products are defined as products, which are functionally compatible in term of installation, use and aesthetics. Contractor shall guarantee availability of awarded fabrics for a five (5) year period after the conclusion of the contract term (includes any extensions). All such items shall be furnished under original contract pricing terms (including discount) and not as custom order items.

02.16 Notification of Manufacturer Changes

Contractor shall request approval from the State of California Procurement Division in writing of proposed changes related to additions or deletions from product line, new programs, manufacturing procedures, and material, finish or fabric changes.

02.17 Fabric

Fabric shall meet the following minimum fabric specifications. Fabric offered shall be capable of passing all applicable testing as listed below:

- A. **Flame Resistance – ASTM E-84 (unadhered method) Class A or 1
California Bulletin 117 Section E – Vertical Flame Test for Upholstered Panels**
- B. **Colorfastness to Wet & Dry Crocking – ATCC 8, Class 3 minimum**
- C. **Colorfastness to Light – AATCC 16A or AATCC 16E, Class 4 minimum at 40 hours.**
- D. **Physical Properties – Breaking strength D5034 Grab Method (35 lbs. Minimum in warp & weft) and seam slippage ASTM D3597-434 (25 lbs. Minimum in warp & weft).**
- E. **Underwriters Laboratories Tests – UL 1286 Standard for Office Furnishings**

The panels shall include at least the following level of fabric:

Allsteel	Woolscape, Avalon, and Spinnaker
Steelcase	Abacus, Acadia, and Bellarose
Herman Miller	Prairies, Resonance, and Tango
Haworth	Basketweave, Spindraft, and Biscotti

The grade level/price group shall include a minimum of seven (7) fabric lines each offering a minimum of seven (7) color ways. All other grade levels/price groups shall also be made available under the resulting contract.

The supplier shall also offer a line of 100% recycled fabric consisting of post-consumer and/or post-industrial waste products. This selection shall be at the same price point as the above listed standard fabrics and available in a minimum of seven (7) fabric lines with each offering a minimum of seven (7) color ways.

The selections shall have a minimum of 10% post consumer material with an additional 40% of post consumer and/or secondary material. Reference Public Contract Code, Article 4, Section 12200.

03.00 PANELS

03.01 General

Contractor shall provide a non-progressive, load-bearing panel to panel system.

03.02 Panels

Contractor shall provide fabric covered monolithic panels with a rigid steel, aluminum or wood frame. Panels shall meet the acoustical requirements listed in Section 03.08 of this specification. Emissions of volatile organic compounds including formaldehyde of the entire workstation shall not exceed the concentration limits listed in Section A2: Concentration Limits of the Environmental Specifications. The finish shall be seamless fabric stretched over the entire panel. The fabric shall be attached securely and continuously along the entire perimeter of the panel and shall be capable of easy removal and replacement. Fabric covered panels shall be pinnable (different from tackable by definition). Fabric shall be replaceable in the field. Panels other than acoustical shall be offered. Agencies may have some need for a small number of panels for aesthetic reasons only.

03.03 Panel Thickness

Finished panels shall be between 1 ¾" and 4".

03.04 Panel Height

Panels must be available in a variety of heights, ranging from 28-32 inches to 85 inches maximum.

03.05 Panel Width

Panels must be available in a variety of widths, ranging from 12 inches (+/- ½) to 60 inches (+/- 1).

03.06 Resistance to Impacts and Loads

Panels shall be constructed in a manner to prevent warping, twisting, sagging and deflection, without necessitating a counter balanced load. All panels must meet or exceed ANSI/BIFMA requirements for mechanical strength and stability prior to the time of the bid opening.

12/19/00

03.07 Acoustical Performance

All panels designated "acoustical" over 48"-high shall meet the following acoustical requirements: minimum Noise Reduction Coefficient (NRC) of 0.65 and a **minimum** Sound Transmission Coefficient (STC) of 20.

03.08 Raceways, Bases, Base Covers and Base End Covers

Refer to "Power and Communication Distribution", Section 09.00, for requirements.

03.10 Trims, Tops and Endcaps

Panel system shall provide removable plastic, nylon, or painted steel or aluminum (or other material, standard to the industry) at both top and exposed ends. Width of trim or endcap shall be equal to panel width. Corners and edges shall be eased or radiused.

03.11 Component Support Channels

Panel system shall have vertical adjustment channels along each of the panels. These channels are to be an integral part of the assembled panel and run the full height of both sides of the panel. Hang-on components and worksurfaces must be able to be attached and supported at 1" increments anywhere along the channels. Channels must provide flush and level alignment of adjacent components. Panels must provide for suspending components as needed at 1" intervals on both sides of each panel.

03.12 Levelers

Each panel shall be equipped with a minimum of two (2) leveling glides, with at least one at each end to provide uniform height for adjacent panels on uneven floors. The glides shall be manufactured of steel and shall allow vertical adjustment of 1" minimum. Connections to the floor shall not be permitted.

03.13 Stabilizing Feet

Stabilizing feet are not permitted.

03.14 Panel Connections

Connectors shall be concealed within finished panel structure. Connections shall allow continuation of lay-in electrical and communications wiring between panels. Connectors shall be reusable to allow for reconfiguration. All panel connectors (panel to panel and panel to wall) shall have continuous seals serving as an effective barrier against the transmission of light and sound. Panels shall have the capability of assembly and disassembly in a vertical position and must be non-progressive. All panels shall be capable of being retrofitted in the field to an electrical panel without tearing down the workstation configuration.

12/19/00

03.15 Corner Posts

Corner posts shall be provided at two-way and three-way connections. These corner posts should afford the option of continuity of fabric surface between panels.

03.16 Metal Trim, Endcaps and Exposed Hardware Finish

The finish for metal trim, endcaps and exposed hardware shall be either factory applied baked-on enamel or powder coat and must be mar, fade and chip resistant.

04.00 WORKSURFACES

04.01 Construction

Worksurfaces shall permit full access to cable management located at panel base and/or the beltline level of panel. Cable access point or wireway shall be provided in each worksurface and must meet one of the following: provide continuous access to cable trough, or provide worksurface with scalloped edge, grommet, or cut-out at rear. Brackets and components shall be attached to underside of worksurface in factory pre-drilled holes.

04.02 Worksurface Mounting

All worksurfaces shall be mounted in a manner that insures firm and rigid support. Worksurface shall cantilever from panel on brackets. Brackets shall be nonobstructive and not interfere with legroom.

04.03 Rectangular Worksurface Width

Worksurfaces shall be available in widths to match panel widths.

04.04 Rectangular Worksurface Depth

Worksurfaces shall be available in depths of 24 inches and 30 inches.

04.05 Corner Worksurface Width

Corner worksurfaces shall be available in widths to match panel widths.

04.06 Corner Worksurface Depth

Corner worksurfaces shall be available in depths of 24 inches and 30 inches.

12/19/00

04.07 End Supports

Supplemental end supports shall be used only under work surfaces when the workstation configuration does not permit full support by the panels. Both panel-supported and freestanding worksurfaces must be included in standard product line, allowing for integration of both types within a workstation.

04.08 Mounting Height

Typical worksurface mounting height shall be at 29" A.F.F. unless otherwise indicated. Worksurface brackets shall have a vertical range of adjustment in 1" increments.

04.09 Resistance to Loads

Worksurfaces shall comply to ANSI/BIFMA X5.6-1993.

04.10 Material

Worksurfaces shall have a balanced construction of high-density particleboard with compressed top and bottom surface, minimum 40-lb. density or steel frame with lightweight honeycomb core or similar construction. Worksurfaces shall be a minimum of 1" thick. The worksurfaces shall have a finished top surface of high-pressure plastic laminate and a protective backing sheet on the bottom side.

04.11 Edge

Worksurfaces shall have a plastic laminate edge trim or T-molding on all edges.

05.00 PEDESTALS

05.01 General

Pedestals must have a finished top. File drawers shall have a full extension ball bearing suspension. All other drawers shall have steel ball bearing suspensions. All drawers shall be equipped with safety catches to prevent accidental removal. Pedestals shall have field changeable, front mounted locks and bumpers at closure. File drawers shall accept both letter or legal size filing. File drawers shall be equipped with hanging bars to accommodate hanging folders. The hanging bars shall be assembled and installed for immediate use. Drawer fronts shall have an integral pull. Pedestals shall meet ADA guidelines.

05.02 Pedestal Drawer Front

Pedestal drawer fronts may be either mitered steel with radius steel edges, or injection-molded structural polystyrene with rounded edges.

12/19/00

05.03 Pedestal Types

Pedestals shall be available in three types: suspended, floor supported and mobile.

05.04 Pedestal Hardware Pulls and Latches

Pedestal hardware pulls and latches shall meet ADA guidelines.

05.05 Pedestal Sizes

Depth: To match worksurface depth (+0"/-2").

Height: Must fit under 29" high worksurface.

05.06 Pedestal Configurations

Pedestals shall be available with 6" high and 12" high drawers. Maximum pedestal size shall have two (2) 12" drawers.

05.07 Test Requirements

Pedestals shall meet the applicable test requirements for pedestals included in ANSI/BIFMA X5.5.

05.08 Pedestal Exposed Metal Finish

All exposed metal surfaces shall have either a factory applied baked-on enamel or powder coat finish that is mar, fade and chip resistant.

05.09 Pedestal Drawer Front Finish

Injection-molded structural polystyrene drawer fronts shall have color through the thickness of material. Steel drawer fronts shall be provided with factory applied baked-on enamel or powder coat on all surfaces. All manufacturer's colors shall be available.

06.00 **OVERHEAD SHELVES AND FLIPPER CABINETS**

06.01 General

Overhead shelf and flipper cabinet shall have full back or a backstop edge. Flipper cabinet shall have locking mechanism for security purposes and be equipped with retractable door into or onto top of cabinet. Flipper cabinets shall have field changeable lock and bumpers at closure. Door shall utilize a ball bearing, rack and pinion, scissors equalizer system or **comparable ANSI/BIFMA compliant system**. Door shall have an anti-racking design, which is easily operable from a seated position. Flipper cabinets shall meet ADA guidelines.

12/19/00

06.02 Overhead Shelf and Flipper Cabinet Mounting

Overhead shelves and flipper cabinets shall be able to hang from standard panels and lock into place mechanically to prevent accidental dislodging.

06.03 Overhead Flipper Cabinet Hardware (Latches)

Overhead flipper cabinet hardware (latches) shall meet ADA guidelines.

06.04 Overhead Shelf and Flipper Cabinet Size

Overhead Flipper Cabinet Width: To match panel widths

Overhead Shelf Width: To match panel widths.

06.05 Clearances

Overhead Flipper Cabinets and Shelves to have the following clearances:

Minimum interior clearance of 12" when retractable door is open.

Minimum clearance of 18" between Flipper Cabinet or Shelf (including task light) and worksurface @ 28" A.F.F.

06.06 Test Requirements

Overhead Flipper Cabinet and Shelves are required to meet the applicable test requirements for overhead flipper cabinets and shelves included in ANSI/BIFMA X5.6.

06.07 Overhead Flipper Cabinet Door Finish

Doors must be available in one or more of the following finishes:

Factory applied baked-on enamel or powder coat finish. Color shall match pedestal and trim colors and must be mar, fade and chip resistant.

High-pressure plastic laminate or **ABS** designed for durability, resistance to stains and resistance to heat from ordinary sources. Color shall match work surface colors.

Fabric. Color/pattern shall match/be compatible with, that of the panels.

07.00 **LATERAL FILE/STORAGE UNITS**

07.01 General

Manufacturer shall offer lateral file/storage units compatible in height with standard panels. Units must have finished top. File drawers shall be equipped with a full extension ball bearing suspension. All other drawers shall have steel ball bearing suspensions. All drawers shall be equipped with safety catches to prevent accidental removal. Units to have field changeable, front mounted locks and bumpers at closure. File drawers shall be easily gang-locked. File drawers shall accept both letter or legal size filing. File drawers shall be equipped with hanging bars to accommodate hanging folders. The hanging bars shall be assembled and installed for immediate use. Drawer fronts shall have an integral pull. Lateral file/storage units shall meet ADA guidelines.

12/19/00

07.02 File Drawer Front

Drawer fronts shall be available in the manufacturer's full range of paint finishes.

07.03 Lateral File/Storage Types

Compatible floor supported lateral files, storage cabinets, open bookcases, and wardrobe units shall be offered.

07.04 Hardware Pulls and Latches

Shall meet ADA guidelines as applicable.

07.05 Lateral File/Storage Unit Sizes

Width/Depth: Offer complete range of compatible sizes.

Height: Shall be compatible with standard panel nominal heights.

07.06 Test Requirements

Lateral Files are required to meet the applicable test requirements for lateral files included in ANSI/BIFMA X5.1 and X5.2.

07.07 Metal Frame Assembly and Exposed Metal Finish

Metal frame assembly and exposed metal surfaces shall have either a factory applied baked-on enamel or powder coat finish that is mar, fade and chip resistant. Colors shall be from the manufacturer's full range of paint finishes.

08.00 ACCESSORIES

08.01 Tackboards

Tackboards shall be available in a range of heights (minimum height of 12 inches and width to match panel width).

08.02 Paper Management Accessories

Paper management units, consisting of a 24" – 48" rail with in/out trays, vertical paper sorters, shelves and bins shall be available. Paper management units shall be easily added and moved without tools.

08.03 Keyboard Tray/Mouse Pad

Manufacturer shall provide fully articulating keyboard tray with mouse pad. Keyboard tray must raise, lower, pull forward, recess and tilt. Sizes compatible with ergonomic keyboards and accessories shall be available. Trays may be one or two pieces (to accommodate mouse).

12/19/00

08.04 Adjustable CPU Holder

Adjustable CPU holders shall be available for attachment to underside of worksurface and must be fully adjustable both vertically and horizontally to accommodate various sizes of CPU's (Computer Processing Units). Vertically and horizontally adjustable CPU holders may be included.

09.00 POWER AND COMMUNICATIONS DISTRIBUTION

09.01 General

The panel system's raceway shall provide the capacity for floor, ceiling or wall connection to building power supply since building service may be from floor, ceiling or wall.

09.02 Raceways

All powered standard panels shall have a horizontal base raceway capable of distributing a minimum of (3) 20-ampere electrical power circuits (with the capability to expand to 6) and (8-12) 25-pair communications and data cables or equivalent fiber optic cabling. All non-powered panels shall have base raceways capable of distributing (20-28) 25-pair communications and data cables. Panels may have as an option, a horizontal top raceway capable of distributing (6-12) 25-pair communications and data cables. An internal vertical raceway shall be provided as an option to connect the optional top and bottom raceways. All raceways shall be an integral part of the panel **with the exception of vertical raceways, which shall be integral or inserts with a replacement panel that maintains the original section width.**

All raceways shall accommodate a minimum 6" bend radius, both horizontal and vertical, to permit the installation of fiber optic cables. All raceways must provide capability of handling Category 5 cabling.

All raceways shall provide adequate protection against electrical interference and tapping of data lines.

09.03 Non-powered Raceways

Non-powered raceways shall be capable of easy field conversion to powered raceways without requiring the workstation to be dismantled.

09.04 Base Covers

Panel base covers shall be either nylon, plastic or steel, **with or without** knock-outs to receive back-to-back electrical outlets as required. Base covers shall be easily removed and replaced to provide quick and easy access to electrical harnesses and telecommunications. These covers shall be replaceable. **All panel bases, 30" wide or wider, with knockouts, shall have a minimum of two (2), per panel, per side, for electrical or cable access. All panel bases, 24" to 30" with knockouts, shall have one (1) per panel, per side.** Additionally, the base covers shall be easily opened without the use of special tools and shall seal tightly without any gap. Base covers shall not be secured by magnets and should not become dislodged by an accidental knock from a shoe or vacuum.

12/19/00

10.00 ELECTRICAL

10.01 General

The entire system shall meet the applicable requirements of Underwriters Laboratory (UL) 1286. UL white card must be submitted.

10.02 Power

The system shall provide a minimum of three (3) 20 ampere (minimum 8-wire), three circuit capability with two (2) 20 ampere, 120 volt general circuits and one (1) 20 ampere, 120 volt, isolated ground circuit or two (2) 20 ampere, 120 volt, isolated ground circuit. To support a variety of electronic equipment, all wiring shall meet applicable NEC requirements. A maximum of four (4) workstations shall be connected to any power distribution eight-wire circuit.

The power system shall be modular and be able to provide power selectively only at needed locations, and be rearranged without altering or disassembling the panel system. The power system shall have access to any circuit via duplex or simplex receptacles. The minimum eight wire electrical system shall allow circuits to share a common ground or change to sharing an isolated ground in the field for future electronic equipment protection. Electrical components shall **allow for powering of non-powered panels and reconfiguration from both directions (either right to left or left to right).**

10.03 Receptacles

Each powered panel, 24" wide or wider, shall be capable of having a minimum of two (2) duplex 15-ampere grounded electrical receptacles per side. Receptacles shall be commercial grade and identified easily by line/circuit identification numbers, letters or color-codes. Appropriate receptacles shall be indicated with an orange alpha symbol and triangle on the face to identify the isolated ground. Receptacles shall be interchangeable anywhere along the wiring harness. All panels must be capable of wire management and pass through power harness.

10.04 Base-Feed Modules

Base-feed modules shall supply power to the base panels by plugging into either side or the end of the raceway through connection ports or doors.

10.05 Top-Feed Modules

Top-feed modules shall supply power to the panel base through an adjustable height raceway which carries power from hard-wired connection at junction box in ceiling or wall to plug into base raceway.

10.06 Panel to Panel Power Connections

Internal panel-to-panel power connections shall be straight or flexible plug-in and plug-out grounded connections and shall not have limitation on the type of configurations available.

12/19/00

11.00 LIGHTING AND ACCESSORIES

11.01 Task Lighting

Task lights shall be capable of mounting beneath overhead shelves, and overhead storage units. Tasklights shall have structurally sound mounting devices which will prevent accidental displacement, but will allow easy removal and replacement when necessary to permit cleaning and relamping. Task lights should be approximately the same length as the overhead unit. Luminaires shall be the fluorescent type and shall have prismatic lenses, baffles, or reflector systems configured to minimize glare by shielding the lamp from the view of a seated user. All task lights shall be equipped with either linear fluorescent or compact fluorescent systems. Each luminaire shall have an easily accessible on-off switch and one rapid-start ballast. All linear and compact fluorescent lighting shall meet the Task Lighting requirements listed in Section F of the Environmental Specifications as listed.

11.02 Task Light Size

Fixture shall be of sufficient size to accommodate components which comply to the requirements of Section F of the Environmental Specifications and be aesthetically compatible with the workstation. Fixtures shall not adversely affect the performance of any workstation component.

11.03 Clearances

Refer to "Overhead Bins and Shelves" for clearance of overhead task light.

11.04 Task Light Wiring

Each fixture shall have a 6 foot minimum, factory installed, heavy duty electrical cordset with a grounded plug. Direct or hard wire connections are not acceptable. Cords shall be concealed in vertical wire managers.

12.00 COMMUNICATIONS/DATA

12.01 Communications Cables

All standard panels shall be able to accommodate industry standard communication modules with knockouts for communication modules on each side of panel.

12.02 Communication Receptacles

Panel bases shall be capable of accommodating cable jacks in a way in which they appear to be an integral part of the base.

12/19/00

13.0 ENVIRONMENTAL SPECIFICATIONS

The Environmental Specifications, which consist of five Sections, shall be met. Sections A and B list requirements for Indoor Air Quality, Section C lists requirements for Recycled Contents, Sections D and E list requirements for CFCs, HCFCs and Waste Audits, and Section F lists requirements for Lighting.



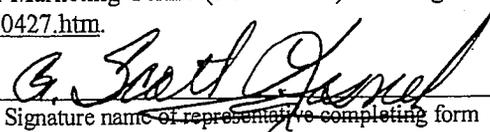
**Section: B – Recycled Material Content, Appendix C1
Allsteel**

Number	Source Material Category	Recycled Content by Weight (averaging percentage)	
		Post Consumer Recycled Content (percent)	Secondary and/or Postindustrial Recycled Content (percent)
1	Steel	25% per USGBC LEED-CI	
2	Aluminum	0%	24%
3	Acoustical panel core/partitions	Not Used	90% of MDF cellulose source material is farm grown, secondary wood waste from mill operations and/or post consumer wood waste or any combination there of.. Plus the following recycled contents based upon material(s) used.
	Paper fiber	Not Used	
	Greenboard	Not Used	
	Honeycomb	50%	2%
	Fiberglass Insulation	25%	0%
	Hardboard	Not Used	
	Homasote	Not Used	
	Wheatboard	Not Used	
	Agricultural fiber	Not Used	
Particleboard	Not Used		
4	Worksurface	Yes	90% of MDF cellulose source material is farm grown, secondary wood waste from mill operations and/or post consumer wood waste or any combination there of.. Plus the following recycled contents based upon material(s) used.
	Wheatboard	Not Used	
	Agricultural Fiber	Not Used	
	Particleboard	0%	100%
	Laminate	0%	22%
	Thermofoil	Not Used	
	Greenboard	Not Used	
5	Tackable Surface	0%	25%
6	Panel covers used for vertical surfaces and tack boards	20%	40%
		Rapidly Renewable = 2%	
7	Corrugated used for packaging	52%	5%
		Blanket wrap used in lieu of cartoning : Not tracked	
8	Plastic Components	0%	93%
9	Glass	0%	18%
10	Rubber	Not Used	

I certify under penalty of perjury that the above information is true. I further certify that any environmental attribute claims made concerning these products and services are consistent with the Federal Trade Commission's Guidelines for the Use of Environmental Marketing Terms (PCC 12404). These guidelines are available at <http://www.ftc.gov/bcp/grnrule/guides980427.htm>.

G. Scott Lesnet

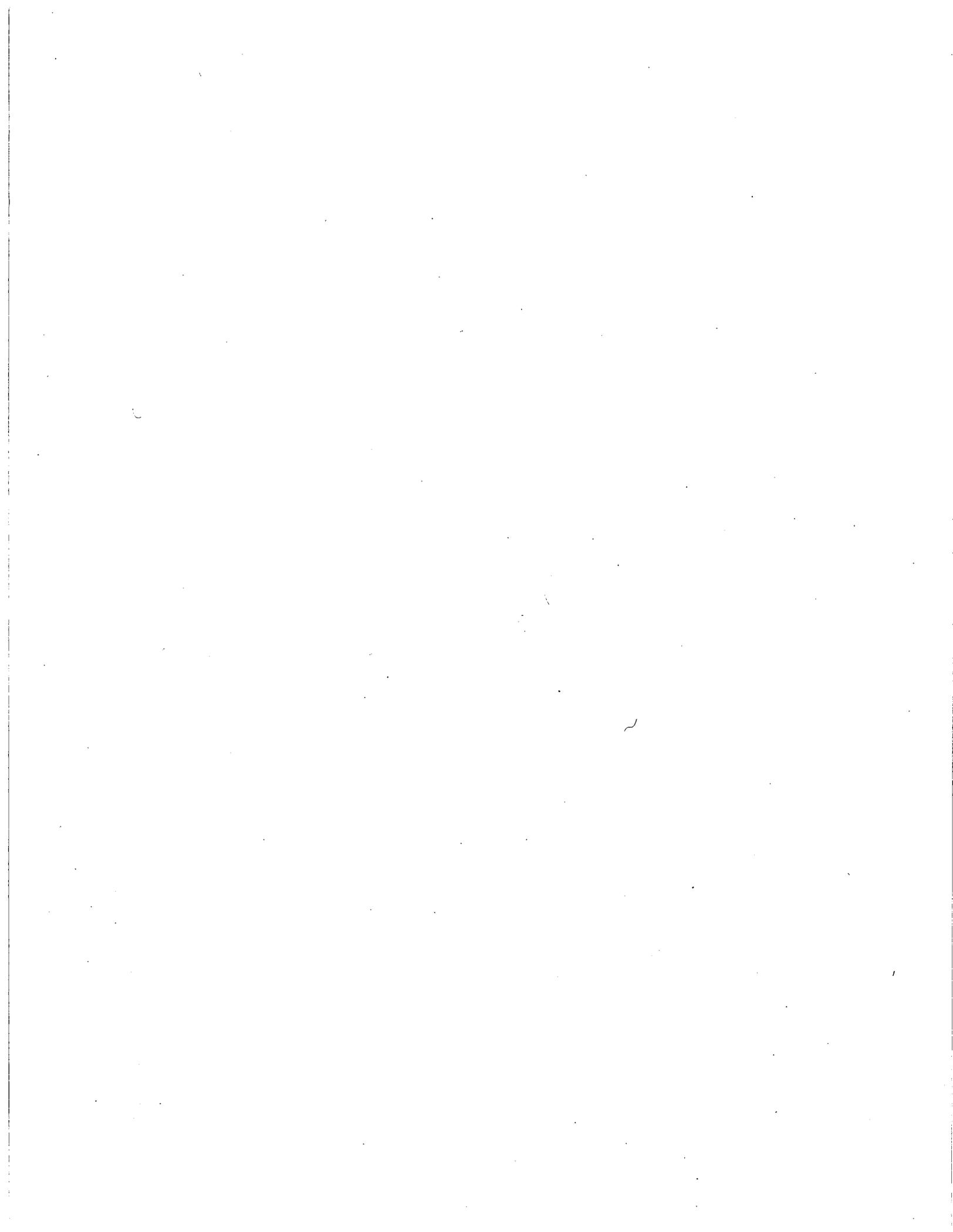
ES Mgr



Print name of representative completing form.

Title

Signature name of representative completing form



Meet 6 of 10 of the following recycled material content Based on the Standard BIFMA Office.
 Must be calculated over the previous 12 month period and documented by material suppliers. - See equation at end of Section B C1.

	Bid Target	Source	Allsteel Uses			% PI	Lbs RCSM	Lbs PCSM	Comment
			Yes/No	Wt Used Lbs	% PC				
1 - Steel:	20%	PC	Yes	100	25%	0%	25	25	USGBC considers steel to be 25% PC
			Total:	100	Lbs		25	25	
			% RCSM	25%					
			% PCSM	25%					

	Bid Target	Source	Allsteel Uses			% PI	RCSM	PCSM	Comment	
			Yes/No	Wt Used Lbs	% PC					
2 - Aluminum:	10%	PC	Yes							
Cast Aluminum:			No		0%	0%	0	0		
Extruded Aluminum:			Yes	4000000	0%	3%	132000	0		Pries
Extruded Aluminum:			Yes	2000000	0%	70%	1400000	0		Hydro
Extruded Aluminum:			Yes	2000000	0%	20%	400000	0		Iowa Aluminum
Chad Cole			Total:	8000000	Lbs		1932000	0		
			% RCSM	24%						
			% PCSM	0%						

	Bid Target	Source	Allsteel Uses			% PI	Lbs RCSM	Lbs PCSM	Comment
			Yes/No	Wt Used Lbs	% PC				
3 - Acoustical panel septums:	90%		Yes/No	Wt Used Lbs	% PC				Industrial Packaging Corporation JohnsMansville
sub Paper Fiber:	30%	PC	No	0			0	0	
sub Greenboard:	30%	PC	No	0			0	0	
sub Honeycomb:	20%	PC	Yes	40000	50%	2%	20800	20000	
sub Fiberglass Insulation:	30%	RC	No	0			0	0	
sub Mineralboard:	60%	RC	No	0			0	0	
sub Hardboard:	90%	PC	No	0			0	0	
sub Homasote:	30%	PC	No	0			0	0	
sub Wheatboard:	20%	PC	No	0			0	0	
sub Ag Fiber:	20%	RC	No	0			0	0	
sub Particleboard:	90%	RC	No	0			0	0	
			Total:	40000	Lbs		20800	20000	
			% RCSM	52%					
			% PCSM	50%					

	Bid Target	Source	Allsteel Uses			% PI	Lbs RCSM	Lbs PCSM	Comment
			Yes/No	Wt Used Lbs	% PC				
4 - Worksurface:	90%		Yes/No	Wt Used Lbs	% PC				farm grown, secondary wood waste, urban wood recovery.
sub Wheatboard:	20%	PC	No	0			0	0	
sub ag fiber:	20%	PC	No	0			0	0	
sub Particleboard:	90%	RC	Yes	37500000	100%		37500000	0	Weyerhouser/Duraflake
sub Laminate:	75%	RC	Yes	5765628	22%		1268438	0	Wilsonart
sub Thermofoil:	90%	RC	No	0			0	0	
sub Greenboard:	30%	PC	No	0			0	0	
			Total:	43265628	Lbs		38768438	0	
			% RCSM	90%					
			% PCSM	0%					

	Bid Target	Source	Allsteel Uses			% PI	Lbs RCSM	Lbs PCSM	Comment
			Yes/No	Wt Used Lbs	% PC				
5 - Tackable surface:	30%	PC	Yes	2974100	25%	0%	743525	743525	Whisperstone
			Total:	2974100	Lbs		743525	743525	
			% RCSM	25%					
			% PCSM	25%					

	Bid Target	Source	Allsteel Uses			% PI	Lbs RCSM	Lbs PCSM	Comment
			Yes/No	Yds Used	% PC				
6 - Panel Fabric:	100%	PC	Yes	0			0	0	100% Renewable Material Received Spreadsheet Laurel Hill + 2% Renewable
DesignTex		Renewable	Yes	0			0	0	
Maharam - Frequency & Season		PI	Yes	26361	0%	100%	26361	0	
Victor Innovatex		PI	Yes	347933	0%	0%	0	0	
Interface		PC/PVRen	Yes	1649697	24%	48%	1187782	395927	
			Total:	2023991	Lbs		1214143	395927	
			% RCSM	60%					
			% PCSM	20%					

	Bid Target	Source	Allsteel Uses			% PI	Lbs RCSM	Lbs PCSM	Comment
			Yes/No	Wt Used Lbs	% PC				
7 - Corrugated Cartoning:	30%	PC	Yes	1000	52%	5%	570	520	SBRC Form from Ind Packaging Corp
			Total:	1000	Lbs		570	520	
			% RCSM	57%					
			% PCSM	52%					

	Bid Target	Source	Allsteel Uses		Wt Used Lbs	% PC	% PI	Lbs RCSM	Lbs PCSM	
			Yes/No	Yes						
8 - Plastic Components	20%	RC								
Edgebanding		PI	Yes	205000		100%	205000	0		SFR Industries
				14326		0%	0	0		Hawkeye Molding
						0%	0	0		Riverside
						0%	0	0		Plasticraft
				100	6%		6	6		
Ken Bell			Total:	219426	Lbs		205006	6		Edgebanding is 100% Post-Industrial
			% RCSM	93%						
			% PCSM	0%						

	Bid Target	Source	Allsteel Uses		Wt Used Lbs	% PC	% PI	Lbs RCSM	Lbs PCSM	
			Yes/No	Yes						
9 - Glass	10%	RC								
Scott Livermore			Yes	967144	0	18%	169250	0		
			Total:	967144	Lbs		169250	0		
			% RCSM	18%						
			% PCSM	0%						

	Bid Target	Source	Allsteel Uses		Wt Used Lbs	% PC	% PI	Lbs RCSM	Lbs PCSM	
			Yes/No	No						
10 - Rubber	50%	RC								
			No				0	0		Tire derived rubber product
			Total:	0	Lbs		0	0		
			% RCSM	#DIV/0!						
			% PCSM	#DIV/0!						

ALUMINIUM

STATE OF CALIFORNIA VIA
California Integrated Waste Management Board
CIWMB 74M (Revised 12/03 for Manufacturers)

Date June 19, 2006

Recycled-Content Certification for Manufacturers

By completing this form, you are taking the proactive steps of certifying the amount of recycled material in the products you manufacture. California law requires local and State public agencies to collect this information for all products, materials, good, or supplies being offered or sold. Complete a row for each product, and attach additional sheets if necessary. This product certification is valid until the product composition changes, and it is the responsibility of the manufacturer to update this certification.

Check all California Certifications that apply: Disabled Veteran Business (DVBE) Microbusiness (MB) Small Business (SB)

Manufacturer Hydro Aluminium North America Phone 417-235-7841
 Address 808 County Road Monett, MO 65708 Web site _____
 Fax 417-235-6268 E-mail mark.willey@hydro.com

Product Number / ID SKU	Product Description / Brand / Construction Specification Index (CSI)	SABRC Product Category ¹	Postconsumer Material (Percent) ²	Secondary Material (Percent) ³	Virgin Material (Percent) ⁴	Total Percent ⁵
	Aluminum Extrusions	ST(Aluminum)	0 %	70 %	30 %	100%
						100%
						100%
						100%
						100%
						100%

Public Contract Code sections 10233, 10308.5, 10354, 12205(a), and 12213 require certification in writing, under penalty of perjury the minimum, if not the exact percentage of postconsumer and secondary material in the products, materials, goods, or supplies offered or sold.

For tire related products, please check one of the boxes below.

California Tires: Under penalty of perjury the above product(s) is manufactured from 100% California waste tire rubber. If the product(s) are supplied to a CIWMB grant recipient, I understand that if an audit discloses the use of non-California waste tire rubber, the CIWMB may request reimbursement from the above named manufacturer for the tire rubber material costs.

Non California Tires
 I certify that the above information is true. I further certify that any environmental attribute claims made concerning these products and services are consistent with the Federal Trade Commission's Guidelines for the Use of Environmental Marketing Terms (PCC 12404). These guidelines are available at: <http://www.ftc.gov/bcp/grammar/guides980427.htm>

Print name of manufacturer representative completing form Mark Willey Title Quality Manager Signature of manufacturer representative completing form 

(See footnotes on the back of this page.)

Recycled-Content Certification for Manufacturers

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Check all California Certifications that apply: Disabled Veteran Business (DVBE) Microbusiness (MB) Small Business (SB)

Manufacturer PIRES ENTERPRISES, INC.

Address 701 17th St. SE LAWRENCEVILLE GA 30044

Fax 319-334-7660

E-mail rgish@ladytal.com

Phone 319-334-7668

Web site piresent.com

Product Number / ID SKU	Product Description / Brand / Construction Specification Index (CSI)	SABRC Product Category	Postconsumer Material (Percent) ²	Secondary Material (Percent) ³	Virgin Material (Percent) ⁴	Total Percent ⁵
	ALUMINIUM			3.3%	96.7%	100%
	CORRUGATED PAPER/BOARD			94%	6%	100%
						100%
						100%
						100%
						100%

Public Contract Code sections 10233, 10008.5, 10354, 12204(a), and 12213 require certification in writing, under penalty of perjury the minimum, if not the exact percentage of postconsumer and secondary material in the products, materials, goods, or supplies offered or sold.

For tire related products, please check one of the boxes below.

California Tires: Under penalty of perjury the above product(s) is manufactured from 100% California waste tire rubber. If the product(s) are supplied to a CIRMAB grant recipient, I understand that if an audit discloses the use of non-California waste tire rubber, the CIRMAB may request reimbursement from the above named manufacturer for the tire rubber material costs.

Non-California Tires

I certify that the above information is true. I further certify that any environmental attribute claims made concerning these products and services are consistent with the Federal Trade Commission's Guidelines for the Use of Environmental Marketing Terms (FTC 12408). These guidelines are available at: <http://www.ftc.gov/bcp/condm/guides980427.htm>

REGISIA

Print name of manufacturer representative completing form

Title

REGISIA

Signature of manufacturer representative completing form

(See footnotes on the back of this page.)

STATE OF CALIFORNIA
 California Integrated Waste Management Board
 CIWMB 74M (Revised 12/03 for Manufacturers)
Recycled-Content Certification for Manufacturers

Date 6-19-06

By completing this form, you are taking the proactive steps of certifying the amount of recycled material in the products you manufacture. California law requires local and State public agencies to collect this information for all products, materials, good, or supplies being offered or sold. Complete a row for each product, and attach additional sheets if necessary. This product certification is valid until the product composition changes, and it is the responsibility of the manufacturer to update this certification.

Check all California Certifications that apply: Disabled Veteran Business (DVBE) Microbusiness (MB) Small Business (SB)

Manufacturer Iowa Aluminum Inc Phone 641-932-7410
 Address 10-27th Ave E PO Box 306 Albion IA 52531
 Fax 641-932-5381 E-mail iaalum@sirisonline.com Web site N/A

Product Number / ID SKU	Product Description / Brand / Construction Specification Index (CSI)	SABRC Product Category ¹	Postconsumer Material (Percent) ²	Secondary Material (Percent) ³	Virgin Material (Percent) ⁴	Total Percent ⁵
	Aluminum Extrusions	ST (aluminum)	0	20	80	100%
						100%
						100%
						100%
						100%
						100%

Public Contract Code sections 10233, 10308.5, 10354, 12205(a), and 12213 require certification in writing, under penalty of perjury the minimum, if not the exact percentage of postconsumer and secondary material in the products, materials, goods, or supplies offered or sold.

For tire related products, please check one of the boxes below.

California Tires: Under penalty of perjury the above product(s) is manufactured from 100% California waste tire rubber. If the product(s) are supplied to a CIWMB grant recipient, I understand that if an audit discloses the use of non-California waste tire rubber, the CIWMB may request reimbursement from the above named manufacturer for the tire rubber material costs.
 Non California Tires

I certify that the above information is true. I further certify that any environmental attribute claims made concerning these products and services are consistent with the Federal Trade Commission's Guidelines for the Use of Environmental Marketing Terms (FCC 12404). These guidelines are available at: <http://www.ftc.gov/bcp/graphics/guides980427.htm>

Print name of manufacturer representative completing form Mike Lawrence Title President Signature of manufacturer representative completing form _____

Recycled-Content Certification for Manufacturers

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Check all California Certifications that apply: Disabled Veteran Business (DVBE) Microbusiness (MB) Small Business (SB)

Manufacturer INDUSTRIAL PACKAGING CORPORATION

Address P.O. Box 153 Arcadia, WI 54612 Phone 608-323-3303

Fax 608-323-7205 E-mail tony@ipefamily.com Web site ipefamily.com

Product Number / ID SKU	Product Description / Brand / Construction Specification Index (CSI)	SABRC Product Category ¹	Postconsumer Material (Percent) ²	Secondary Material (Percent) ³	Virgin Material (Percent) ⁴	Total Percent ⁵
	Honeycomb 69-26-69	NA	5:2	5	43	100%
						100%
						100%
						100%
						100%
						100%

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For fire related products, please check one of the boxes below.

California Tires: Under penalty of perjury the above product(s) is manufactured from 100% California waste tire rubber. If the product(s) are supplied to a CIWMB grant recipient, I understand that if an audit discloses the use of non-California waste tire rubber, the CIWMB may request reimbursement from the above named manufacturer for the fire rubber material costs.

Non California Tires

I certify that the above information is true. I further certify that any environmental attribute claims made concerning these products and services are consistent with the Federal Trade Commission's Guidelines for the Use of Environmental Marketing Terms (PCC 12404). These guidelines are available at: <http://www.ftc.gov/bcp/annrtd/guides/guides980427.htm>

Print name of manufacturer representative completing form

(See footnotes on the back of this page.)

Title

Signature of manufacturer representative completing form

TONY GENELIN

SALES MANAGER

Tony Genelin

HONEY CO. >

Date June 7, 2006

TIPK JAV
TACK MADS

Date 6/14/06

STATE OF CALIFORNIA
California Integrated Waste Management Board
CIWMB 74M (Revised 12/03 for Manufacturers)

Recycled-Content Certification for Manufacturers

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Check all California Certifications that apply: Disabled Veteran Business (DVBE) Microbusiness (MB) Small Business (SB)

Manufacturer Johns Manville
Address 717 17th Street, Denver CO 80202
Fax 303-978-2746 E-mail n/a Web site www.jm.com Phone: 303-978-2000

Product Number / ID SKU	Product Description / Brand / Construction Specification Index (CSI)	SABRC Product Category ¹	Postconsumer Material (Percent) ²	Secondary Material (Percent) ³	Virgin Material (Percent) ⁴	Total Percent ⁵
	Whisperstone Wallboard	n/a	25.0	0.0	75.0	100%
						100%
						100%
						100%
						100%
						100%

Public Contract Code sections 10233, 10308.5, 10354, 12205(a), and 12213 require certification in writing, under penalty of perjury the minimum, if not the exact percentage of postconsumer and secondary material in the products, materials, goods, or supplies offered or sold.

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 Non California Tires

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 Erika Williams, Product Manager - Acoustic & Appliance Insulations OEM

Print name of manufacturer representative completing form _____ Title _____
 Signature of manufacturer representative completing form _____

(See footnotes on the back of this page.)

Lesnet

PARTICLE BOARD

From: DezeeuwK
Sent: Wednesday, June 07, 2006 3:45 PM
To: Lesnet
Subject: FW: Emailing: CPA EPP Logo PB.pdf

Attachments: CPA EPP Logo PB.pdf



CPA EPP Logo
PB.pdf (22 KB)

Info from Weyerhaeuser / Seemac. Kim

-----Original Message-----

From: DezeeuwK
Sent: Friday, May 19, 2006 5:19 PM
To: LivermoreS
Subject: FW: Emailing: CPA EPP Logo PB.pdf

-----Original Message-----

From: George Merriam [mailto:George@SEEMAC.COM]
Sent: Friday, May 19, 2006 1:28 PM
To: DezeeuwK
Subject: FW: Emailing: CPA EPP Logo PB.pdf

This came from Duraflake. 100% of the wood fiber is recycled and it is 100% secondary or post-industrial content. I am not sure if the mill weighs the wood fiber as a separate ingredient of the finished panel, but I do know all of the fiber is recycled. Will this help?

-----Original Message-----

From: Tate, Tina [mailto:Tina.Tate@weyerhaeuser.com]
Sent: Friday, May 19, 2006 2:22 PM
To: George Merriam
Subject: Emailing: CPA EPP Logo PB.pdf

<<CPA EPP Logo PB.pdf>>

The message is ready to be sent with the following file or link attachments:

CPA EPP Logo PB.pdf

Note: To protect against computer viruses, e-mail programs may prevent sending or receiving certain types of file attachments. Check your e-mail security settings to determine how attachments are handled.

- Retreadable tires are recycled and used by the Wilsonart truck fleet.
- Used filters are crushed and purged.
- Oil is recycled as marine grade fuel.
- Used vehicle A/C refrigerants are captured and reused.

Water Conservation

- Manufacturing plant cleaning water and waste resins are kept out of sanitary sewer and are solidified.
- Beginning of 2005, the manufacture of specific coated papers, used to manufacture Wilsonart laminate, were converted from city water consumption to closed loop mill water processed through special filtration systems.
- Bulk filler papers for Wilsonart laminate are manufactured in paper mills with highly closed water systems.
 - Paper machine processing water is reutilized 7-8 times resulting in approximately 90% capture.
 - Cooling water is reutilized 3-4 times resulting in approximately 80% capture.
 - Less than 1% of pulp fiber produced is lost to the effluent treatment system in the paper manufacturing process.

Energy Conservation

- Bi-products generated during the Wilsonart laminate manufacturing process are captured and incinerated, generating energy to offset the energy requirements of the hot pressing operations.
 - Examples include capturing volatile solvent fumes
 - Capturing sanding dust
- Reduction in natural gas consumption is estimated at 30-40% annually.
- Electrical power for Wilsonart domestic manufacturing facilities is sourced from power plants committed to renewable energy as part of a diversified fuel portfolio, including sources such as hydroelectric, solar and wind from approximately 440 wind turbines.
- Wilsonart Texas facilities are powered by the third largest purchaser of wind energy in the United States and the largest in Texas and the Southwest.
- Today, current Wilsonart electricity suppliers have contracts in place to purchase more than 360,000 kilowatts of energy from windfarms, hydroelectric plants and landfill gas facilities.

Recycled Content

- 
- Wilsonart decorative laminate has a recovered material content (pre-consumer or post industrial) of approximately 22% by weight. Recovered materials include partly or completely manufactured paper that is discarded during the paper manufacturing and finishing process.
 - Approximately 60% of the filler papers used in domestically manufactured Wilsonart backer products are manufactured from 100% recycled paperboard post industrial waste.
 - Separator sheets used to manufacture Wilsonart laminate contain up to 50% post consumer recycled paperboard from old corrugated cartons.

Recycled-Content Certification for Manufacturers

Date 6/7/06

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Check all California Certifications that apply: Disabled Veteran Business (DVBE) Microbusiness (MB) Small Business (SB)

Manufacturer Designtex

Address 200 Varick Street

Phone 800-221-1540

Fax _____ E-mail _____

Web site www.designtex.com

Product Number / ID SKU	Product Description / Brand / Construction Specification Index (CSI)	SABRC Product Category ¹	Postconsumer Material (Percent) ²	Secondary Material (Percent) ³	Virgin Material (Percent) ⁴	Total Percent ⁵
Masa -	100% Ingeo Fiber				100%	100%
Tamale -	100% Ingeo Fiber					100%
Empanada -	100% Ingeo Fiber					100%
	Ingeo is a biodegradable fiber that uses corn (a rapidly renewable resource) as its feedstock, rather than petroleum, which is the feedstock for polyesters. Although it does not contain recycled content, it does comply with LEED-CI Materials and Resources Credit 6					100%
						100%

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For tire related products, please check one of the boxes below.

California Tires: Under penalty of perjury the above product(s) is manufactured from 100% California waste tire rubber. If the product(s) are supplied to a CIWMB grant recipient, I understand that if an audit discloses the use of non-California waste tire rubber, the CIWMB may request reimbursement from the above named manufacturer for the tire rubber material costs.

Non California Tires

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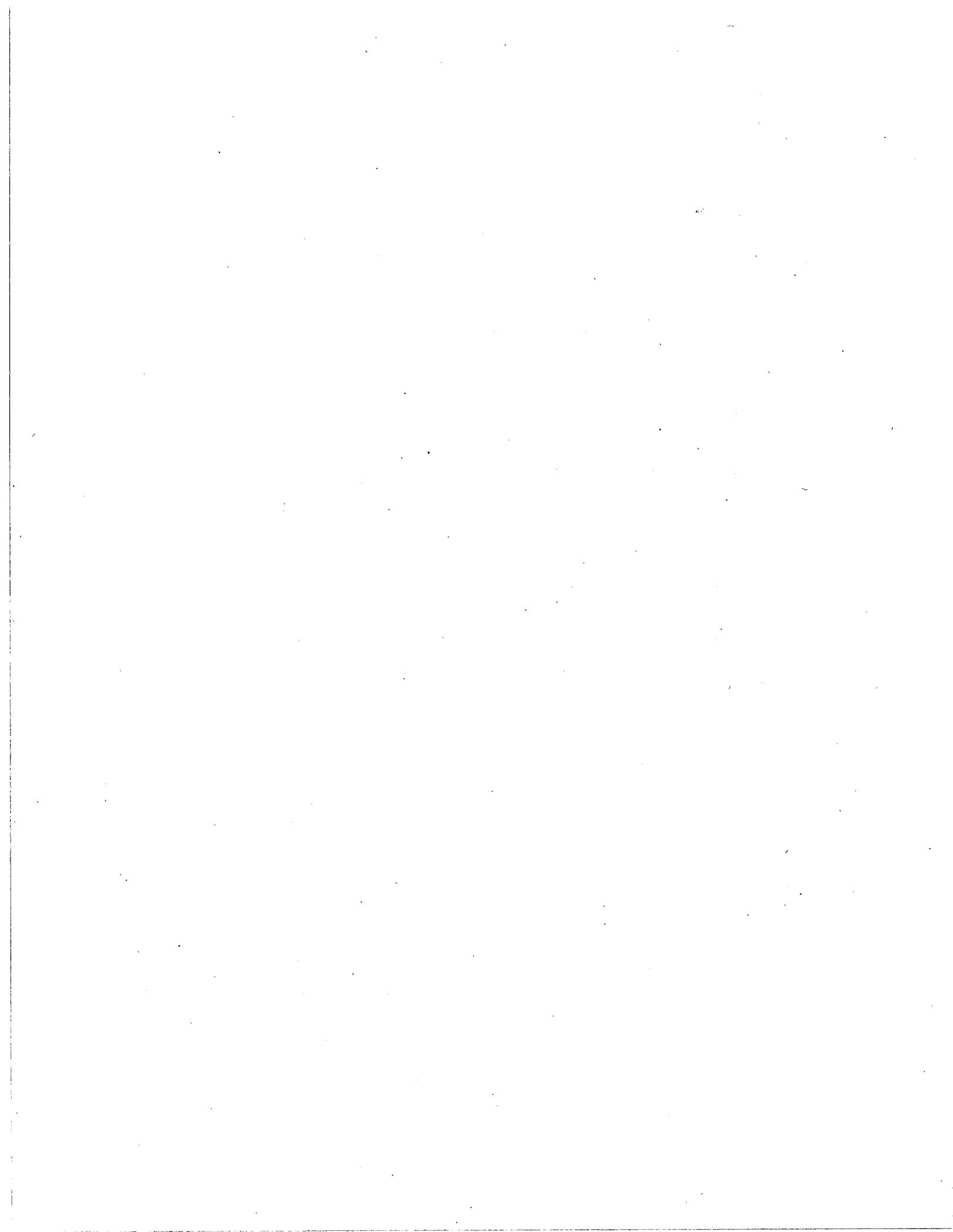
Print name of manufacturer representative completing form _____
 (See footnotes on the back of this page.)

Title _____

Signature of manufacturer representative completing form _____

Maharam Products with Reduced Environmental Impact - FOR INTERNAL USE ONLY

Product	Manufacturing Process											Emissions			Content			
	Systematic Design Approach	Systematic Manufacturing - E3	Systematic Manufacturing - ISO 14001	Systematic Manufacturing of Fiber Blend - ISO 14001	Environ. Improved Manufacturing Process - dedicated source	Environ. Improved Manufacturing Process - cleaned manufacturing equipment	Environ. Improved Manufacturing Process - dyes free of heavy metal	Environ. Improved Manufacturing Process - dyes free of metal	Environ. Improved Manufacturing Process - dyes with high exhaust rates	Environ. Improved Manufacturing Process - solution dyed yarns	Environ. Improved Manufacturing Process - chemical free finishing	Reduced Resource Consumption	Ecolabel Flower Certification	Reduced Emissions / Greenguard	Reduced Content Toxicity / Oeko-Tex	Natural Fiber Content	Recycled Content - Post-Consumer	Recycled Content - Post-Industrial
Maharam Upholstery Patterns																		
Panel Textiles									X									100%
Frequency, Regenerations																		
Panel Textiles 100% Polyester																		100%
Season, Regenerations									X									



Recycled-Content Certification for Manufacturers

Date June 9, 2006

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Check all California Certifications that apply: Disabled Veteran Business (DVBE) Microbusiness (MB) Small Business (SB)

Manufacturer Victor Innovatex inc.

Address 2805 90e Rue Saint-Georges (Quebec) CANADA

Phone (418) 227-9897

Fax (418) 228-8985 E-mail info@victor.qc.ca

Web site www.victor-innovatex.com

Product Number / ID SKU	Product Description / Brand / Construction Specification Index (CSI)	SABRC Product Category ¹	Postconsumer Material (Percent) ²	Secondary Material (Percent) ³	Virgin Material (Percent) ⁴	Total Percent ⁵
4416/Shoji	Panel fabric	N/A			100%	100%
4894/Tango	Panel Fabric	N/A			100%	100%
4484/Circle Shadow	Panel Fabric	N/A			100%	100%
4484-1/Circle Shadow	Panel Fabric	N/A			100%	100%
4500-2/Oasis	Panel Fabric	N/A			100%	100%
4505/Dune	Panel Fabric	N/A			100%	100%
8236/Stratford	Panel Fabric	N/A			100%	100%
4510/Avalon	Panel Fabric	N/A			100%	100%
4220/Sarto	Panel Fabric	N/A		45%	55%	100%
4221/Tasanee	Panel Fabric	N/A			100%	100%
4223/Tasanee	Panel Fabric	N/A			100%	100%
4236/Shoji-2	Panel Fabric	N/A			100%	100%

4330/Xorel Polyester	Panel Fabric	N/A	8%	92%	0%
4781/Terra	Seating Fabric	N/A		100%	100%
9517/Allure	Seating Fabric	N/A	20%	80%	100%

Public Contract Code sections 10233, 10308.5, 10354, 12205(a), and 12213 require certification in writing, under penalty of perjury the minimum, if not the exact percentage of postconsumer and secondary material in the products, materials, goods, or supplies offered or sold.

For fire related products, please check one of the boxes below.

California Tires: Under penalty of perjury the above product(s) is manufactured from 100% California waste tire rubber. If the product(s) are supplied to a CIWMB grant recipient, I understand that if an audit discloses the use of non-California waste tire rubber, the CIWMB may request reimbursement from the above named manufacturer for the fire rubber material costs.

Non California Tires
I certify that the above information is true. I further certify that any environmental attribute claims made concerning these products and services are consistent with the Federal Trade Commission's Guidelines for the Use of Environmental Marketing Terms (PCC 12404). These guidelines are available at: <http://www.ftc.gov/ocp/grmule/guides980421.htm>

Jean-Francois Rodrique

Director of operations

Title

~~Signature of manufacturer representative completing form~~

Print name of manufacturer representative completing form

(See footnotes on the back of this page.)

Recycled-Content Certification for Manufacturers

Date 6-15-06

By completing this form, you are taking the proactive steps of certifying the amount of recycled material in the products you manufacture. California law requires local and State public agencies to collect this information for all products, materials, good, or supplies being offered or sold. Complete a row for each product, and attach additional sheets if necessary. This product certification is valid until the product composition changes, and it is the responsibility of the manufacturer to update this certification.

Check all California Certifications that apply: Disabled Veteran Business (DVBE) Microbusiness (MB) Small Business (SB)

Manufacturer Interface Fabric

Address 5300 Corporate Grove Drive SE, Suite 250, Grand Rapids, MI 49512

Phone 616-554-2250

Fax 616-554-6045 E-mail laurel.hill@interfacefabric.com

Web site interfacefabrics.com

Product Number / ID SKU	Product Description / Brand / Construction Specification Index (CSI)	SABRC Product Category ¹	Postconsumer Material (Percent) ²	Secondary Material (Percent) ³	Virgin Material (Percent) ⁴	Total Percent ⁵
2753 Celestial ((CS)	Textile	PL	0	51.6	48.4	100%
9896 Gemini (GN)	Textile	PL	0	0	100	100%
2858/2868 Lido (LD)	Textile	PL	45	55	0	100%
2384 Lucy (LC)	Textile	PL	29	71	0	100%
2118/2764 Metallation (ME)	Textile	PL	78.4	21.6	0	100%
2120 Tempeest (TP)	Textile	PL	27	73	0	100%

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- Non California Tires

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Laurel A. Hill

Sr. Acct. Executive

Laurel A Hill

Print name of manufacturer representative completing form

Title

Signature of manufacturer representative completing form

(See footnotes on the back of this page.)

Product Number / ID SKU	Product Description / Brand / Construction Specification Index (CSD)	SABRC Product Category ¹	Postconsumer Material (Percent) ²	Secondary Material (Percent) ³	Virgin Material (Percent) ⁴	Total Percent ⁵
3493 Aero (AE)	Textile	PL	42	58	0	100%
2886 Blast (BL)	Textile	PL	25	75	0	100%
9226 Galaxy (GG)	Textile	PL	0	69.5	30.5	100%
4144 Kyoto (KY)	Textile	PL	44	56	0	100%
3494 Rain (RN)	Textile	PL	44	56	0	100%
2896 Bungee (BN)	Textile - biobased material	N/A	0	0	100	100%
2895 Propeller (PL)	Textile - biobased material	N/A	0	0	100	100%
6715 Kabuki (KB)	Textile	PL	0	100	0	100%
2643 Pod	Textile - biobased material	N/A	0	0	100	100%
2544 Universe	Textile - biobased material	N/A	0	0	100	100%
3554 Carrera	Textile	PL	60	50	0	100%
4145 Puzzle	Textile	PL	43.9	56.1	0	100%
2823 Hopscotch	Textile	PL	59.9	40.1	0	100%

Product Number / ID SKU	Product Description / Brand / Construction Specification Index (CSI)	SABRC Product Category ¹	Postconsumer Material (Percent) ²	Secondary Material (Percent) ³	Virgin Material (Percent) ⁴	Total Percent ⁵
3582 Spinel	Textile	PL	31.7	68.3	0	100%

CORRECTIVE

STATE OF CALIFORNIA
Recycled Waste Management Board
CIWMB 74M (Revised 12/03 for Manufacturers)

Recycled-Content Certification for Manufacturers

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Date June 7, 2006

Check all California Certifications that apply: Disabled Veteran Business (DVBE) Microbusiness (MB) Small Business (SB)
Manufacturer Menasha Packaging Company LLC

Address 3206 Hershey Avenue, Bldg. 2, Muscatine, IA 52761

Fax 563-264-1797

Phone 563-264-1201

E-mail Godfrey.demarco@menasha.com

Web site www.menashapackaging.com

Product Number / ID SKU	Product Description / Brand / Construction Specification Index (CSI)	SABRC Product Category ¹	Postconsumer Material (Percent) ²	Secondary Material (Percent) ³	Virgin Material (Percent) ⁴	Total Percent ⁵
Various	Various Corrugated Packaging	PP				100%
	Liner (Average)		15-20%		80-85%	100%
	Medium (Average)		75%		25%	100%
						100%
						100%
						100%

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- Non California Tires

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GODFREY DEMARCO
Print name of manufacturer representative completing form

Title

Signature of manufacturer representative completing form

(See footnotes on the back of this page.)

Lesnet

PLASTIC COMPONENTS

From: DezeeuwK
Sent: Wednesday, June 07, 2006 3:45 PM
To: Lesnet
Subject: FW: State of California Bid

T-mold - SFR. Kim

-----Original Message-----

From: DezeeuwK
Sent: Friday, May 19, 2006 1:58 PM
To: LivermoreS
Subject: FW: State of California Bid

-----Original Message-----

From: Catherine Murphy [mailto:cmurphy@sfrindustries.com]
Sent: Friday, May 19, 2006 1:42 PM
To: DezeeuwK
Subject: Re: State of California Bid

Hi Kim,

T-Mold, up to 100% recycled content by weight.

Of that, post consumer or secondary content = 0%, and up to 100% post industrial.

Let me know if you need anything further,
Catherine

----- Original Message -----

From: DezeeuwK
To: Catherine Murphy (E-mail) ; C. Dwight Pearson (E-mail)
Sent: Friday, May 19, 2006 1:16 PM
Subject: FW: State of California Bid

We are in the process of placing a bid with the State of California and I am needing additional information on recycled content:

1. T-mold: what is the overall percentage of recycle content in t-mold? (% by weight)
2. Off that recycle content, what % is post consumer and what % post industrial?

Post consumer material is defined as "a finished material which would have been disposed of as a solid waste, having completed its life cycle as a consumer item, and does not include manufacturing wastes.

Secondary material (also referred to as post-industrial or pre-consumer material) is defined as "fragments of finished products or finished products of a manufacturing process, which has converted a resource into a commodity of real economic value, but does not include excess virgin resources of the manufacturing process, such as fibers recovered from wastewater, trimmings of paper machine rolls, mill broke, plastic, or metal trimmings, or shavings, or other residue from a manufacturing process. Secondary material plus post consumer material plus virgin material adds up to 100 percent of the product.

06/07/2006

Lesnet

6/19

Name: Larry Duvall
Last Name: Duvall
First Name: Larry
Job Title: President Iowa Operations
Company: Plasticraft Manufacturing

Business Address: 301 Ayres Prograss Drivesus
Wilton, Ia. 52778
United States of America

Business: 256-878-4105
Mobile: 563-299-2133

E-mail: lduvall@plasticraftmfg.com
E-mail Display As: lduvall@plasticraftmfg.com

LARRY DUVALL
ONLY PRODUCTS

RC - TROOPER INNER SEAT
PAN

REPROCESSED - 6708%

kelly warden qc mgr
Craig Williams Plant Mgr. home phone 563-732-3851 cell 563-299-
Barb Marg RTP Plastic Distributor 507-454-6900
Scott sales rep 515-229-0565 Des Moines
SHELLY SHIIPPING MGR.

Albertville 256-878-4105 Kelly Epperson
Mike Ingram Tooling in Albertville

Plant open operation in May 1998

Plasticraft as a whole will do \$15-\$16 Million in 1999

Wilton plant is 2-1/2 Million all of it Geneva parts

Injection molded parts 1998 Purchases \$2,008,013

Plant Manager Craig Williams home number 563-732-3851

Met with Larry on 11/17/99 at his facility. The 4030 stacking chair from Jackson is currently being supplied by Albertville. The back runs on a 1,000 ton machine and the seat is on a 700 ton machine. The plan is to move the 1,000 ton machine to Wilton in the 1st Qtr.

He did ask how his quote was on the 4040 foot glide quote. I have confirmed with Mike Varga that Hon owns the tool. Mike will forward the tooling information to me so we can do a comparison to Plasticrafts quote.

A third shift will soon be starting probably by the end of the first qtr. He also said a second delivery truck will be added next year.

I asked him about the Albertville freight issue and Larry seemed surprised at my comment that this should have already been in place by now. He did say that Jim Klotz has been in conversation with him about Plasticraft stocking the system parts at the Wilton facility and make daily deliveries. Larry is evaluating the option of full trucks coming to Wilton to determine what the cost will be Jim Klotz explained to Larry that Hon has a freight factor on each purchased part and wanted to know what Larry's increase would be to include the freight in the part cost. I told Larry we are interested in the same analysis.

discussed the returnable containers and a shipment will be made on Monday. Larry currently has his system set up to invoice us by the box so the piece count will be temporarily 40 for all the parts.

Larry also explained that they are willing to put in a 1,500 ton machine if Hon has the

6/16

Lesnet

Name: Bob Russell
Last Name: Russell
First Name: Bob
Job Title: President
Company: Hawkeye Molding

Business Address: Highway 5 South
Albia, Iowa 52531

Business: (641) 932-7851
Home: (515) 932-7055
Mobile: 641-777-0847
Business Fax: (641) 932-5423

E-mail: brussell@hawkeyemolding.com
E-mail Display As: brussell@hawkeyemolding.com

Categories: Plastics - Injection Molding, Plastics - Injection Molding Tooling

Our web page is now live you can find us @ hawkeyemolding.com Your input would be beneficial to us.
Thank you Bob Russell

If for any reason, you need to contact any one of us, please do not hesitate to contact us via our cell phone. The numbers are as follows:

Russell: 641-777-0847
Mary Belzer 641-799-1611
Bill Morrow 641-799-1610
Lewis Miller 641-799-1708

VIRGIN MATERIAL

SOME PARTS COULD USE REGRIND

Lesnet

6/16

Name: Alan Gunn
Last Name: Gunn
First Name: Alan
Job Title: Vice President
Company: Riverside Plastics

Business Address: 900 Washington St.
Bonaparte, IA. 52620-0220

Business: (319) 592-3166
Mobile: 319-470-0316
Business Fax: (319) 592-3117

E-mail: agunn@netins.net
E-mail Display As: agunn@netins.net

Categories: Plastics - Injection Molding

Alan Gunn - VP

NONE - ALL VIRGIN
TOO MUCH WORK

CLASS
 6/12/20

STATE OF CALIFORNIA
 California Integrated Waste Management Board
 CIWMB 74M (Revised 12/03 for Manufacturers)

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Manufacturer _____ Phone _____
 Address _____ Web site _____
 Fax _____ E-mail _____

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			0	15 -20	80 -85	100%
						100%
						100%
						100%
						100%
						100%

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Print name of manufacturer representative completing form _____ Title _____
 Signature of manufacturer representative completing form _____