

STATE OF OHIO
DEPARTMENT OF ADMINISTRATIVE SERVICES
GENERAL SERVICES DIVISION
OFFICE OF PROCUREMENT SERVICES
4200 SURFACE ROAD, COLUMBUS, OH 43228-1395

REQUIREMENTS CONTRACT: ERGONOMIC OFFICE FURNITURE COMPONENTS

CONTRACT No.: OT907108

EFFECTIVE DATES: 04/01/08 to 03/31/11

The Department of Administrative Services has accepted bids submitted in response to Invitation to Bid No. OT907108 that opened on 02/20/08. The evaluation of the bid response(s) has been completed. The bidder(s) listed herein have been determined to be the lowest responsive and responsible bidder(s) and have been awarded a contract for the items(s) listed. The respective bid response, including the [Terms and Conditions for Bidding, Standard Contract Terms and Conditions, and Supplemental Contract Terms and Conditions](#), special contract terms & conditions, any bid addenda, specifications, pricing schedules and any attachments incorporated by reference and accepted by DAS become a part of this Requirements Contract.

This Requirements Contract is effective beginning and ending on the dates noted above unless, prior to the expiration date, the Contract is renewed, terminated or cancelled in accordance with the Contract Terms and Conditions.

This Requirements Contract is available to OHIO DEPARTMENT OF REHABILITATION AND CORRECTION, OHIO PENAL INDUSTRIES, as applicable.

Agencies are eligible to make purchases of the listed supplies and/or services in any amount and at any time as determined by the agency. The State makes no representation or guarantee that agencies will purchase the volume of supplies and/or services as advertised in the Invitation to Bid.

SPECIAL NOTE: State agencies may make purchases under this Requirements Contract up to \$2500.00 using the state of Ohio payment card. Any purchase that exceeds \$2500.00 will be made using the official state of Ohio purchase order (ADM-0523). Any non-state agency, institution of higher education or Cooperative Purchasing member will use forms applicable to their respective agency.

Questions regarding this and/or the Requirements Contract may be directed to:

Dan Cartwright
dan.cartwright@das.state.oh.us

This Requirements Contract and any Amendments thereto are available from the DAS website at the following address:



<http://www.ohio.gov/procure>

Signed: _____ Date _____
Hugh Quill, Director

TABLE OF CONTENTS

<u>CLAUSES</u>	<u>PAGE NO.</u>
Special Contract Terms and Conditions	3-7
Amendments to Contract Terms and Conditions	3
Delivery and Acceptance	3
Descriptive Literature	4
Product Samples	4
Evaluation	4
Contract Award	4
Minimum Order	4
On Orders Totaling Less Than One Hundred Dollars	4
Notice to Bidders	4
Fixed-Price with Economic Adjustment	5
Usage Reports	5
Bid Automobile Liability Checklist	6
Specifications	7-14
Scope	7
Bidder Qualifications	7
Applicable Standards	7
Requirements	7-11
Optional Items	12-13
Customer Service/Sales Support	13
Packaging	13
Warranty and Replacement Parts	13
Notes	13
<u>CONTRACT ITEMS</u>	
Price Page	14
Contractor Index	15

SPECIAL TERMS AND CONDITIONS

AMENDMENTS TO CONTRACT TERMS AND CONDITIONS: The following Amendments to the Contract Terms and Conditions do hereby become a part hereof. In the event that an amendment conflicts with the Contract Terms and Conditions, the Amendment will prevail.

DELIVERY AND ACCEPTANCE: Supplies will be delivered to the participating agency within thirty (30) days after receipt of order and, in accordance with paragraphs S-8, S-9, and S-10 of the SUPPLEMENTAL CONTRACT TERMS AND CONDITIONS. The delivery location will be noted on the purchase order issued by the participating agency. Acceptance (transfer of title) will occur upon the inspection and written confirmation by the ordering agency that the supplies delivered conform to the requirements set forth in the Contract. Unless otherwise provided in the Contract, acceptance shall be conclusive except as regards to latent defects, fraud, or such gross mistakes as amount to fraud. All items on the bid shall be made available for delivery to:

OPI Central Distribution Center
11437 SR 762
Orient, OH 43146
Contact Person: Jeff McNulty (614) 877-4507
Delivery: 8:00 a.m. to 10:00 a.m. and 12:00 Noon to 2:00 p.m. - Monday through Friday except State Holidays

OPI – Madison Correctional Institution
1851 State Route 56
London, OH 43140
Contact Person: Rob Caudill (740) 852-9777 x2420
Delivery: 8:00 a.m. to 10:00 a.m. and 12:00 Noon to 2:00 p.m. - Monday through Thursday except State Holidays

OPI - Marion Correctional Institution
940 Marion Williamsport Rd., E.
Marion, OH 43302
Contact Person: Industry Manager, Wood Furniture Shop - (740) 387-3232
Delivery: 8:00 a.m. to 10:00 a.m. and 12:00 Noon to 2:00 p.m. - Monday through Friday except State Holidays

OPI – Ross Correctional Institution
16149 State Route 57
Chillicothe, OH 45601
Contact Person: Ron Warrens (740) 774-7050 x2888
Delivery: 8:00 a.m. to 10:00 a.m. and 12:00 Noon to 2:00 p.m. - Monday through Friday except State Holidays

NOTE: All deliveries to be coordinated with the Institution.

If there are problems concerning delivery, contact OPI at (800)237-3454.

SPECIAL NOTE: DAS and DRC-OPI reserves the right to add any additional institutional sites for shipment. Primary shipment institution are listed on page 4 and all other potential institutional locations for shipment are listed on page 7.

SPECIAL TERMS AND CONDITIONS

DESCRIPTIVE LITERATURE: The Bidder may be required to submit descriptive literature of the supplies or services being offered. If requested, the literature will be used in the evaluation process to determine the lowest responsive and responsible bidder. If not provided as part of the bid response, the Bidder must provide said literature within ten (10) calendar days after request/notification by the Office of Procurement Services to do so. Any references, that may appear in the descriptive literature, that may alter the terms and conditions and specifications of the bid (i.e. F.O.B. Shipping Point or Prices Subject to Change), will not be part of any contract and will be disregarded by the state of Ohio. Failure of the bidder to furnish descriptive literature either as part of their bid response or within the time specified herein will deem the bidder not responsive.

PRODUCT SAMPLES: The bidder(s) may be required to submit samples of the supplies being offered. The samples will be used in the evaluation process to determine the lowest responsive and responsible bidder. If not included as part of their bid response, the bidder will be required to provide the samples within ten (10) calendar days after notification. Failure to provide the samples within the stated time period will result in the bidder being deemed not responsive. After award of the contract, the samples will be used as a basis of comparison with actual product delivered under contract. Any variation between the samples and product being delivered will be considered as an event of default. Any variations between the samples and actual product being delivered that are due to manufacturer changes may be acceptable and shall require prior written approval from DAS.

EVALUATION: Bids will be evaluated in accordance with Article I-17 of the "Instructions to Bidders". In addition, the state will multiply the estimated annual usage of each item by its corresponding unit price and then add these totals together to arrive at a total for all items, excluding the optional items that will not be included in the evaluation, but may become a part of the final contract award.

CONTRACT AWARD: The contract will be awarded to the lowest responsive and responsible bidder by low lot total. Low lot total will be determined by multiplying the unit cost by the estimated usage listed in the bid and then adding each of the totals together to arrive at a total for all items. Failure to bid all items may result in the bidder being deemed not responsive.

MINIMUM ORDER: The minimum quantity of any order placed against a contract, awarded pursuant to this bid, for delivery F.O.B. destination, transportation charges prepaid, at any one time to one destination, shall be not less than one hundred (\$100.00) dollars.

ON ORDERS TOTALING LESS THAN ONE HUNDRED DOLLARS: Shipment is to be made by freight, parcel post, express or commercial package delivery, whichever is the most economical method for proper delivery of the item F.O.B. destination. The cost of transportation from the contractor's address to the destination on such orders shall be prepaid and added to the invoice.

NOTICE TO BIDDERS: Security considerations at correctional institution(s) could create abnormal delays or rejection of shipment(s). This would be due to fog alert, emergency lockdown or other inclement weather. It is very important to call the contact person prior to sending a truck for delivery. These delays are rare but may happen several times per institution per year.

SPECIAL TERMS AND CONDITIONS (cont.)

FIXED-PRICE WITH ECONOMIC ADJUSTMENT: The contract prices(s) will remain firm for the first six (6) months duration of the contract. Thereafter, the Contractor may submit a request to increase their price(s) to be effective thirty (30) calendar days after acceptance by DAS. No price adjustment will be permitted prior to the effective date of the increase received by the Contractor from his suppliers, or on purchase orders that are already being processed, or on purchase orders that have been filled and are awaiting shipment. If the Contractor receives orders requiring quarterly delivery, the increase will apply to all deliveries made after the effective date of the price increase.

The price increase must be supported by a general price increase in the cost of the finished supplies, due to increases in the cost of raw materials, labor, freight, Workers' Compensation and/or Unemployment Insurance, etc. Detailed documentation, to include a comparison list of the contract items and proposed price increases, must be submitted to support the requested increase. Supportive documentation should include, but is not limited to: copies of the old and the current price lists or similar documents which indicate the original base cost of the product to the Contractor and the corresponding increase, and/or copies of correspondence sent by the Contractor's supplier on the supplier's letterhead, which contain the above price information and explains the source of the increase in such areas as raw materials, freight, fuel or labor, etc.

Should there be a decrease in the cost of the finished product due to a general decline in the market or some other factor, the Contractor is responsible to notify DAS immediately. The price decrease adjustment will be incorporated into the contract and will be effective on all purchase orders issued after the effective date of the decrease. If the price decrease is a temporary decrease, such should be noted on the invoice. In the event that the temporary decrease is revoked, the contract pricing will be returned to the pricing in effect prior to the temporary decrease. For quarterly deliveries, any decrease will be applied to deliveries made after the effective date of the decrease. Failure to comply with this provision will be considered as a default and will be subject to Provision I.C. "Termination/Suspension" and Provision II. of the "Contract Remedies:" of the "Standard Contract Terms and Conditions".

USAGE REPORTS: Every six (6) months the contractor must submit a report (written or on disk) indicating sales generated by this contract. The report shall list usage by customer (each site), by line item, showing the quantities/dollars generated by this contract. The report shall be forwarded to the Office of Procurement Services, 4200 Surface Road, Columbus, OH 43228-1395, Attn: Dan Cartwright.

SPECIAL TERMS AND CONDITIONS (cont.)

Bid Automobile Liability Checklist:

Contractor will indicate, by checking the appropriate box(es) below, which mode of transportation will apply to this contract.

- Bidder/Broker ("The Contractor") or their Sub Contractor will make delivery or be performing services using a vehicle that is owned, leased or rented. Provide Certificate of Insurance documenting automobile liability with a Combined Single Limit of \$500,000.00.
- Goods/Services will be delivered via common carrier.
- No employee or representative of the contractor will have cause to be on state property to make deliveries or to perform services.

DISCLOSURE OF SUBCONTRACTORS / JOINT VENTURES (See Standard Contract Terms and Conditions, Section (roman numeral) V. General Provisions:, Paragraph Q.):

List names of subcontractors who will be performing work under the Contract.

N/A	

By the signature affixed to Page 1 of this Bid, Bidder hereby certifies that the above information is true and accurate. The Bidder agrees that no changes will be made to this list of subcontractors or locations where work will be performed or data will be stored without prior written approval of DAS. Any attempt by the Bidder/Contractor to change or otherwise alter subcontractors or locations where work will be performed or locations where data will be stored, without prior written approval of DAS, will be deemed as a default. If a default should occur, DAS will seek all legal remedies as set forth in the Terms and Conditions which may include immediate cancellation of the Contract. Failure to complete this page may deem your bid not responsive.

SPECIFICATION

I. SCOPE:

- A. The Department of Administrative Services (DAS) is requesting bids for Ohio Penal Industries (OPI) for Ergonomic Office Furniture Components as specified herein. The components are for heavy office use and shall be compatible for use with OPI manufactured furniture.
- B. Sets and individual components will be contained in a single carton and shall be provided with all mounting hardware necessary to attach the units as required to a minimum forty-five (45) pound density particleboard work surface.
- C. Articulating keyboard arm sets shall include the height adjustable mechanisms, keyboard platform or mount, wrist rest and mouse tray.

II. BIDDER QUALIFICATIONS

To be considered for an award under this contract, the bidder shall have satisfactorily demonstrated that the following requirements have been met.

- A. That it has in operation a factory, or is the authorized agent for a factory, adequate for, and the manufacture of the product which it proposes to furnish.
- B. Awarded contractors are required by this contract to refer all agencies of the state of Ohio to OPI for the procurement of office furniture.
- C. Upon the request of DAS, bidders may be required to provide at least one of each item provided for testing in its manufacturing facilities and approved for use by OPI / DAS prior to the award of this contract.

III. APPLICABLE STANDARDS:

- A. Products offered pursuant to this bid shall meet or exceed the following standards. Successful bidder(s) may be required to provide performance test results, in accordance with the referenced standards, for any item bid during the evaluation within twenty (20) days after the initial written request from the Office of State Procurement. Failure to comply may deem bidder non responsive.
 - 1. HFES-100-2006
 - 2. ANSI/BIFMA x5.5-1998

IV. REQUIREMENTS:

- A. Articulating keyboard arm mechanism, spring assisted height and lever lock tilt adjustment. The mechanism will secure a keyboard by clamps, and include a wrist rest, and mouse platform. Individual components comprising the set must meet or exceed the following minimum design requirements and include mounting hardware.
 - 1. Articulating keyboard arm mechanism
 - a. Height Adjustment: 6 " min. Lift and release mechanism without knobs and levers
 - b. Tilt: Minimum range of 0 degrees positive tilt to 15 degrees negative tilt.
 - c. Extension: 4" max. beyond work surface
 - d. Rear Swivel: 360 degrees
 - e. Arm Length: 15 " max.
 - f. Keyboard Track: Steel; 17" L x 9 ½" W min.
 - g. Finish: Black min. color offered

SPECIFICATION (cont.)

IV. REQUIREMENTS: (cont.)

2. Keyboard Mount

- a. Construction: Steel clamps adjust 5" – 9" wide min. to secure keyboard
- b. Wrist Rest: 18 " W min.; Preferably gel-filled, but soft memory foam filled is an acceptable alternative, removable
- c. Finish: Black min. color offered

3. Mouse Platform

- a. Surface Dimensions: 8 " L min. x 9" W min.
- b. Thickness: ¼" max.
- c. Construction: Steel, or Painted Medium Density Fiberboard, or equivalent alternative with mouse surface pad and with a preferably gel-filled palm wrist, but soft memory foam filled is an acceptable alternative
- d. Adjustment: Swivel min. and tilt - if available
- e. Mouse Catcher with cord management
- f. Right- and left-handed use

B. Articulating keyboard arm mechanism, torsion spring assisted height adjustment with knob tilt adjustment. The mechanism will be provided with a keyboard tray platform, a wrist rest, and a mouse tray. Individual components comprising the set must meet or exceed the following minimum design requirements and include mounting hardware.

1. Articulating keyboard arm mechanism

- a. Height Adjustment: 5 " min. Torsion spring assisted mechanism without knobs and levers.
- b. Tilt: Min. range of 0 degrees positive tilt to 15 degrees negative tilt
- c. Extension: 4" max. beyond work surface
- d. Rear Swivel: 360 degrees
- e. Arm Length: 15" min.
- f. Keyboard Track: Steel; 17" L min.
- g. Finish: Black min. color offered

2. Keyboard Platform

- a. Length: 18 " min.
- b. Width: 10" min.
- c. Thickness: ¼" max.
- d. Construction: Phenolic Laminate, or Painted Medium Density Fiberboard or equivalent alternative
- e. Wrist Rest: Preferably gel-filled, but soft memory foam filled is an acceptable alternative, removable

3. Mouse Platform

- a. Diameter/Size: 8" min.
- b. Thickness: ¼" max.
- c. Construction: Phenolic Board, or Painted Medium Density Fiberboard, or equivalent alternative
- d. Adjustment: 360 degree swivel
- e. Mouse Catcher with cord management
- f. Right- and left-handed use

SPECIFICATION (cont.)

IV. REQUIREMENTS: (cont.)

- C. Articulating keyboard arm mechanism, lift and release height adjustment with 360 degree rear swivel for use in standard and short desk returns and corner applications. The mechanism will be provided with a platform for keyboards, a wrist rest and a mouse platform. Individual components comprising the set must meet or exceed the following minimum design requirements and include mounting hardware.
1. Articulating keyboard arm mechanism
 - a. Height Adjustment: 7" min.; 5" min. below work surface and 2" min. above work surface. Lift and release mechanism without knobs or levers.
 - b. Extension: 6" max. beyond work surface
 - c. Tilt: Minimum range of 0 degrees positive tilt to 15 degrees negative tilt.; Wheel adjustment
 - d. Rear Swivel: 360 degrees
 - e. Arm Length: 15" min.
 - f. Keyboard Track: Steel; 17 ¾" L by 5 ¾" W min.
 - g. Finish: Black min. color offered
 2. Keyboard Platform
 - a. Length: 18 ½" min.
 - b. Width: 11 ½" min.
 - c. Thickness: ¼" max.
 - d. Construction: Phenolic high density particleboard with applied laminate, or Painted Medium Density Fiberboard or equivalent alternative
 - e. Wrist Rest: Preferably gel-filled, but soft memory foam filled is an acceptable alternative, removable
 3. Mouse Platform
 - a. Diameter: 8" min.
 - b. Thickness: ¼" max.
 - c. Construction: Phenolic high density particleboard with applied laminate, or Painted Medium Density Fiberboard or equivalent alternative, with a preferably gel-filled palm rest, but soft memory foam filled is an acceptable alternative, and mouse surface pad.
 - d. Adjustment: Swivel min. and tilt - if available
 - e. Mouse Catcher with cord management
 - f. Right- and left-handed use
- D. Articulating keyboard arm mechanism, lift and release height adjustment for use in standard and short desk returns and corner applications. The mechanism will be provided with a preferably gel-filled wrist rest, but soft memory foam filled is an acceptable alternative, mouse platform and metal clamps to secure keyboards in place without a keyboard platform. Individual components comprising the set must meet or exceed the following design requirements and include mounting hardware.
1. Articulating keyboard arm mechanism
 - a. Height Adjustment: 8" min.; 5" min. below work surface and 3" min. above work surface. Lift and release mechanism without knobs or levers.
 - b. Extension: 6" beyond work surface max.
 - c. Tilt: Minimum range of 0 degrees positive tilt to 15 degrees negative tilt.
 - d. Rear Swivel: 360 degrees
 - e. Arm Length: 15" min.
 - f. Keyboard Track: Steel; 17 ¾" L by 5 ¾" W min.
 - g. Finish: Black min. color offered

SPECIFICATION (cont.)

IV. REQUIREMENTS: (cont.)

2. Keyboard Mount
 - a. Construction: Steel clamps adjust 5" – 9" min. wide to secure keyboard
 - b. Wrist Rest: 18 " W min.; preferably gel-filled, but soft memory foam filled is an acceptable alternative, removable.
 - c. Finish: Black min. color offered
 3. Mouse Platform
 - a. Surface Dimensions: 8" L x 9" W min.
 - b. Thickness: ¼" min.
 - c. Construction: Phenolic high density particleboard with applied laminate, or Steel, or Painted Medium Density Fiberboard or High Strength Plastic or equivalent alternative, with a preferably gel-filled palm rest, but soft memory foam filled is an acceptable alternative, and mouse surface pad.
 - d. Adjustment: Swivel min. and tilt - if available
 - e. Mouse Catcher with cord management
 - f. Right- and left-handed use
- E. Articulating keyboard arm mechanism, spring assisted height and knob lock tilt adjustments. The mechanism will be provided with a platform for keyboards, with a preferably gel-filled wrist rest, but soft memory foam filled is an acceptable alternative, and a mouse platform. Individual components comprising the set must meet or exceed the following design requirements and include mounting hardware.
1. Articulating keyboard arm mechanism
 - a. Height Adjustment: 6" min. Lift and release mechanism without knobs and levers.
 - b. Tilt: Minimum range of 0 degrees positive tilt to 15 degrees negative tilt.
 - c. Extension: 4" max. beyond work surface
 - d. Rear Swivel: 360 degrees
 - e. Arm Length: 15" min.
 - f. Keyboard Track: Steel; 17 ¾ " L min.
 - g. Finish: Black min. color offered
 2. Keyboard Platform
 - a. Length: 18 " min.
 - b. Width: 11 ½ " min.
 - c. Thickness: ¼ " max.
 - d. Construction: Phenolic high density particleboard with applied laminate, or Painted Medium Density Fiberboard or equivalent alternative.
 - e. Wrist Rest: Preferably gel-filled, but soft memory foam filled is an acceptable alternative, removable
 3. Mouse Platform
 - a. Diameter: 8 " min.
 - b. Thickness: ¼" max.
 - c. Construction: Phenolic high density particleboard with applied laminate, or Painted Medium Density Fiberboard or equivalent alternative, with a preferably gel-filled palm rest, but soft memory foam filled is an acceptable alternative, and mouse surface pad.
 - d. Adjustment: Swivel min. and tilt - if available
 - e. Mouse Catcher with cord management
 - f. Right- and left-handed use

SPECIFICATION (cont.)

IV. REQUIREMENTS: (cont.)

- F. Articulating keyboard arm mechanism, spring assisted height and knob lock tilt adjustment. The mechanism will be provided with a preferably gel-filled wrist rest, but soft memory foam filled is an acceptable alternative, a mouse platform and metal clamps to hold standard keyboards in place without a keyboard tray. Individual components comprising the set must meet or exceed the following design requirements and include mounting hardware.
1. Articulating keyboard arm mechanism
 - a. Height Adjustment: 6" min. Lift and release mechanism without knobs and levers.
 - b. Tilt: Minimum range of 0 degrees positive tilt to 15 degrees negative tilt.
 - c. Extension: 4" min. beyond work surface
 - d. Rear Swivel: 360 degrees
 - e. Arm Length: 15" min.
 - f. Keyboard Track: Steel; 17 ¾" L min.
 - g. Finish: Black min. color offered
 2. Keyboard Mount
 - a. Construction: Steel clamps adjust 5" – 9" min. wide to secure keyboard
 - b. Wrist Rest: 19 ½" W min; with a preferably gel-filled, but soft memory foam filled is an acceptable alternative, removable.
 - c. Finish: Black min. color offered
 3. Mouse Platform
 - a. Surface Dimensions: 8" L x 9" W min.
 - b. Thickness: ¼" Maximum.
 - c. Construction: Phenolic high density particleboard with applied laminate, or Painted Medium Density Fiberboard or equivalent alternative, with a preferably gel-filled palm rest, but soft memory foam filled is an acceptable alternative, and mouse surface pad.
 - d. Adjustment: Swivel min. and tilt - if available
 - e. Mouse Catcher with cord management
 - f. Right- and left-handed use

SPECIFICATION (cont.)

- V. OPTIONAL ITEMS: These items are not included in the evaluation but may be included in the awarded contract.
- A. Dual surface lift mechanism capable of raising or lowering a work surface manufactured by OPI.
1. Height Adjustment: Min. of 12"; 6" min. above and 6" min. below stationary work surface without knobs or levers; Spring assisted
 2. Tilt: Minimum range from 9 degrees positive tilt to 15 degrees negative tilt .; Knob adjustment
 3. Construction: Steel
 4. Finish: Black min.
- B. Flat screen monitor and keyboard tray mounting system that is self-contained for installation on OPI manufactured work surfaces. This system must be capable of accommodating locking mechanisms.
1. Monitor Mount Assembly
 - a. Monitor Bracket: Must be made of steel and contain 4 min. mounting screws capable of being spaced at 75mm or 100mm max. Monitor bracket is to be mounted to the lid panel with screws capable of achieving a balanced position.
 - b. Lid Panel: Monitor bracket and monitor mount to lid panel which is cut out of the work surface. Lid panel is mounted to a steel collar which is mounted to the work surface. Lid panel is hinged and lifts 100-120 degrees max. from a closed position. Monitor display is in semi-recessed position when lid panel is open. Lid panel with mounted monitor can be adjusted by individual users to a +/- 25 degrees max. Lid panel is opened by light pressure placed on the lid panel and maintained open by a pneumatic cylinder. Lid panel may also be opened by extension of the keyboard tray or by release of handle linked to lid panel. Theft deterrent features are desired.
 2. Keyboard and Mouse Tray: Made of steel. Keyboard tray slides are linked to the hinge of lid panel. A phenolic resin mouse surface extends on either side of keyboard tray for right or left hand use.
- C. Self-storing laptop mechanism for installation on OPI manufactured work surfaces. This system must include locking mechanisms.
1. Laptop Storage Chamber and Platform: Fabricated from 20 gauge steel min. and attached by hinges to the Lid Panel. Platform includes a gel-filled wrist rest, but soft memory foam filled is an acceptable alternative. Unit opens by pulling cable release handle. Closes by pulling Lid Panel forward, toward user. Must accommodate power and data connectivity while closed. Maximum laptop dimensions for use in this product are 16" wide x 11.5" deep x 2.5" thick. Must contain secure locking mechanism to deter theft.
 2. Lid Panel: Lid panel is attached to a steel collar which is mounted to a rectangular cut out of work surface.

SPECIFICATION (cont.)

V. OPTIONAL ITEMS: (Cont.)

D. Flat screen monitor post mounts with extension arm for installation on OPI manufactured work surfaces.

1. Column Height: 16" min.
2. Tilt: Maximum range of 100 degrees positive to 40 degrees negative tilt.
3. Swivel: Minimum range of 90 degrees positive to 90 degrees negative swivel
4. Rotation: 180 degrees positive min. and 180 degrees negative min.
5. Monitor Capacity: 25 lbs. maximum
6. Monitor Attachment: 75mm or 100mm square min.
7. Clamp Adjustment: 0-3" work surface thickness min.
8. Grommet Mount: 0-2 ½" with 3/8 " -3 ½" diameter hole min.
9. Arm Extension(s): 8" and/or 10" min.
10. Construction: Steel
11. Finish: Black min.

VI. CUSTOMER SERVICE/SALES SUPPORT

- A. Manufacturing, Training and Support: The awarded Contractor must be available to demonstrate the fabrication, where applicable, to OPI staff, onsite at OPI facilities, at no cost to the State, upon request by the agency. Contractor is required to provide all training material at no cost to the State. Narratives, in English, of step-by-step finish, assembly procedures and drawings shall be provided upon the request of DAS or OPI.
- B. The awarded Contractor must be available to assist the OPI Marketing Department in the development of promotional materials at no additional cost to the State. This assistance includes, but is not limited to, the provision of photographs, copy and graphics in an electronic format for unlimited reproduction by OPI. The awarded Contractor shall be required to provide a minimum of three (3) samples of each item awarded to DAS / OPI upon written request for use in sales support / OPI show room, at no cost to the State. In addition the awarded Contractor must provide on-site sales training to OPI upon request by the agency, at no cost to the State.

VII. PACKAGING

Each unit or piece shall be packed in a corrugated carton and clearly labeled as to its contents.

VIII. WARRANTY and REPLACEMENT PARTS

The contractor must warrant the offered product(s) to be free from material and workmanship defects at the time the shipment is made from the factory and that this product will provide the measure of service expected. Individual replacement parts shall be made available to OPI for a period of not less than the term of the contract.

IX. NOTES:

- A. Value-Added Manufacturing: All items awarded by this contract shall provide OPI the opportunities to add value to the end product sold through OPI. OPI shall be entitled to inventory, assemble, package, deliver and install all items associated with this contract.
- B. Quality: All components must be free from material defects.
- C. OPI will sell finished, assembled products, not individual component parts.

PRICE SCHEDULE

Bidders shall not insert a unit cost more than 3 digits after the decimal point. Digit(s) beyond 3, after the decimal point, shall be dropped by the Office of Procurement Services and not used in evaluation and any subsequent order.

OAKS ITEM Identification #	DESCRIPTION	MANUFACTURER'S MODEL #	PRICE EACH
12999	A: Articulating keyboard arm mechanism, spring assisted height and lever lock tilt adjustment, with keyboard mount and mouse platform.	WL50102-2	\$108.00
13000	B: Articulating keyboard arm mechanism, torsion spring assisted height adjustment with knob tilt adjustment, with keyboard platform and mouse platform.	WL50031-2	\$81.00
13001	C: Articulating keyboard arm mechanism, lift and release height adjustment with 360 degree rear swivel for use in standard and short desk returns and corner applications, with keyboard platform and mouse platform.	WL50104-2	\$114.59
13002	D: Articulating keyboard arm mechanism, lift and release height adjustment for use in standard and short desk returns and corner applications, with keyboard platform and mouse platform.	WL50105-2	\$116.83
13003	E: Articulating keyboard arm mechanism, spring assisted height and knob lock tilt adjustments, with keyboard platform and mouse platform.	WL50071-2	\$99.90
13004	F: Articulating keyboard arm mechanism, spring assisted height and knob lock tilt adjustment, with keyboard platform and mouse platform.	WL50101-2	\$102.38
	<u>OPTIONAL ITEMS*</u>		
13007	Dual surface lift mechanism	WL80009-2	\$105.00
13008	Flat screen monitor and keyboard tray mounting system	WL90020-2 + WL90021-2 Lock	\$370.00
13009	Self-storing laptop mechanism	WL90025-2	\$380.00
13010	Monitor Arm: Flat Screen Pole: 28" Clamp Mount with 2 Mounting Brackets	WL70005-2	\$115.25
13011	Monitor Arm: Flat Screen Pole: 16" Clamp Mount with Mounting Bracket	WL70006-2	\$77.25
13012	Mounting Arm: Flat Screen Accessory: 10" Extension	WL70007-2	\$29.00
13013	Monitor Arm: Flat Screen Accessory: 8" Extension	WL70008-2	\$28.00
13014	Monitor Arm: Accessory: Adapter Bracket Quick Release	WL70009-2	\$8.00
13015	Monitor Arm: Flat Screen Pole 16" Grommet Mount with Mounting Bracket	WL70020-2	\$67.00
13016	Monitor Arm: Flat Screen Pole 28" Grommet Mount with 2 Mounting Brackets	WL70021-2	\$102.25

*Optional Items are not included in the evaluation but may be included in the awarded contract.

CONTAINS RECYCLED CONTENT: Y/N Y IF SO, PERCENT: 20%

CONTRACTOR INDEX

CONTRACTOR, TERMS, AND SHIPMENT:

9559
John R. Wald Co., Inc.
10576 Fairgrounds Road
Huntingdon, PA. 16652

CONTRACTOR'S CONTACT: Lynn Conaway

BID CONTRACT NO.: OT907108 (03/31/11)

CONTRACT NO.: OT907108-1

TERMS: Net 30 Days

SHIPMENT: 30 Days A. R. O.

Telephone: (814) 643-3908
Toll Free: (800) 221-9253 ext. 131
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OAKS ITEM NO.: 9402, Freight charges on orders totaling less than \$300.00.

PREFERRED METHOD OF RECEIVING PO: Fax