

TO: HARBOR DEPARTMENT PURCHASING OFFICE
500 Pier "A" Street
Berth 161
Wilmington, CA 90744

BID NO. F-1042 Page 1
Show this number on envelope

Contract No. 39884

1. COMPLETE CONTRACT

This entire Bid Request shall become the contract upon its execution by the Executive Director on behalf of the Harbor Department of the City of Los Angeles. The complete contract shall consist of the entire Bid (including Specifications), this page, terms and conditions, any addendums, and when required, CONTRACTOR'S BOND. Contractor will be provided with a copy of the executed contract.

2. GOODS AND SERVICES TO BE PROVIDED BY THE CONTRACTOR

The Contractor agrees, upon acceptance of this offer by the City, to furnish the goods and services herein specified according to the terms and conditions as set forth herein.

3. AMOUNT TO BE PAID

The City agrees to pay the contractor for the goods or services in the manner described in the paragraph entitled "PAYMENTS" on the reverse side of this form. Unless otherwise indicated by the Bidder, remittance by the City for goods or services will be made to the address below.

4. CHOICE OF ALTERNATIVE PROVISIONS; OPTIONS; NOTIFICATION

When alternative provisions are requested, or options are offered, the contractor will be notified as to which provision, or option, is being accepted when notification is sent that the Contractor is the successful bidder.

5. DECLARATION OF NON-COLLUSION

The undersigned certifies (or declares) under penalty of perjury that this bid is genuine and not sham or collusive, or made in the interest or on behalf of any person, firm, or corporation not herein named; that the bidder has not directly or indirectly induced or solicited any other bidder to put up a sham bid, or any other person, firm or corporation to refrain from bidding, and that the bidder has not in any manner sought by collusion to secure any advantage over other bidders.

6. LEGAL JUSTIFICATION

This agreement shall be deemed entered into in Los Angeles, California, and shall be governed and construed in accordance with the laws of the State of California.

EXECUTED AT: Pico Rivera, CA ON THE 15 DAY OF April, 2019
City, State Date Month Year

BIDDER MUST COMPLETE AND SIGN BELOW:

Firm Name Unisource Solutions
Phone 562.949.1111 Fax 562.949.7110
Address 8350 Rex Road Pico Rivera CA 90660
City State Zip
Signature [Signature] Printed Name RICK BARTLETT Printed Title PRESIDENT
Signature [Signature] Printed Name ALAN BIVETTO Printed Title Asst. Sec.

(Approved Corporate Signature Methods)

(AFFIX CORPORATE SEAL HERE)

- a) **Two signatures:** One by Chairman of Board of Directors, President, or a Vice-President **AND** one by Secretary, Assistant Secretary, Chief Financial Officer or an Assistant Treasurer.
- b) **One signature:** By corporate designated individual together with properly attested resolution of Board of Directors authorizing person to sign.

NOTARIZATION: Bids executed outside the State of California must be sworn to and notarized below

County of _____ State of _____ S.S. _____
Subscribed and sworn to this date _____, 2019
In witness whereof the Board of Harbor Commissioners of the City of Los Angeles has caused this contract to be executed by the Executive Director of the Harbor Department of said City and said Contractor has executed this contract the day and year written below.
By [Signature] Executive Director Harbor Department
Date MAY 30, 2019
Approved as to form and legality [Signature] 2019
City Attorney
BY [Signature] Deputy

Amelias, G. Hest

FORMAL REQUEST FOR COOPERATIVE AGREEMENT

**CITY OF LOS ANGELES
HARBOR DEPARTMENT**

BID NO. F-1042

<p><u>SUBMIT BID TO:</u> Los Angeles Harbor Department Purchasing Office, 1st Floor 500 Pier A Street Wilmington, CA 90744</p> <p><u>OFFICE HOURS:</u> 7:30 a.m. – 4:30 p.m. Monday through Friday (excluding Holidays)</p>	<p>BID DUE BEFORE 2:00 P.M. APRIL 15, 2019</p>
<p><u>Buyer:</u> J. Benitez, Procurement Supervisor T: (310) 732-3896, E-mail: jbenitez@portla.org</p>	

ALL ITEMS REQUESTED MAY BE QUOTED AS "OR EQUAL".
 AFFIRMATIVE ACTION – AN APPROVED AA PLAN OR CERTIFICATION, IF NOT ON FILE, WILL BE REQUIRED PRIOR TO AWARD OF CONTRACT.

QUANTITY AND UNIT	ITEMS and DESCRIPTION	UNIT PRICE QUOTED	EXTENSION
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OFFICE FURNITURE SYSTEMS FOR HARBOR ADMINISTRATION BUILDING-4TH AND 5TH FLOORS

TERMS AND PRICES QUOTED ARE IN ACCORDANCE WITH OMNIA PARTNERS (U.S. COMMUNITIES/COUNTY OF FAIRFAX, VA) AND HAWORTH INC. CONTRACT #4400003402 "OFFICE FURNITURE AND RELATED SERVICES AND SOLUTIONS", PER THE CITY OF LOS ANGELES ADMINISTRATIVE CODE DIVISION 10, CHAPTER 1, ARTICLE 2, SECTION 10.15 (a) (8).

This Request for Cooperative Agreement is requested for the annual contract requirements of the Los Angeles Harbor Department for: "OFFICE FURNITURE AND RELATED SERVICES AND SOLUTIONS" to be furnished and delivered as may be required from the effective date of the agreement.

The terms of the OMNIA PARTNERS (U.S. COMMUNITIES/COUNTY OF FAIRFAX, VA) AND HAWORTH INC.(vendor) CONTRACT #4400003402 as amended [(the "OMNIA PARTNERS (U.S. COMMUNITIES/COUNTY OF FAIRFAX, VA)" Contract)], is attached hereto and incorporated as Exhibit A through G. To the extent that the terms and conditions of Exhibit A-G are in conflict with the terms and conditions contained in this contract, the terms and conditions of Exhibit A-G will govern.

PRICES TO INCLUDE ALL DELIVERY CHARGES AND FEES EXCLUDING SALES TAX.

Unisource Solutions will invoice after the completion of each phase and will expect to get paid 30 days after invoicing

REQ. NO.: G-19-131 NOTIFY: R. Kuo PAGE 2	STATE TIME OF DELIVERY: <u>56</u> DAYS AFTER RECEIPT OF ORDER TERMS: 100% / PAYMENT WITHIN NET <u>30</u> DAYS. BIDDER MUST SIGN THIS BID ON PAGE 1
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FORMAL REQUEST FOR COOPERATIVE AGREEMENT

**CITY OF LOS ANGELES
HARBOR DEPARTMENT**

BID NO. F-1042
(SHOW THIS NUMBER ON ENVELOPE)

QUANTITY AND UNIT	ITEMS and DESCRIPTION	UNIT PRICE QUOTED	EXTENSION
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This contract is awarded for the following: **OFFICE FURNITURE SYSTEMS FOR HARBOR ADMINISTRATION BUILDING-4TH AND 5TH FLOORS**

Refer to the following for all items:

Attachment "A"
County of Fairfax, VA/OMNIA PARTNERS (U.S COMMUNITIES) – HAWORTH CONTRACT # 4400003402.

Attachment "B"
Amendments of County of Fairfax, VA/OMNIA PARTNERS (U.S COMMUNITIES) – HAWORTH CONTRACT # 4400003402.

Attachment "C"
OMNIA PARTNERS (U.S. Communities)-HAWORTH FAQ's Dealer Locator.

Attachment "D"
UNISOURCE "Preferred Dealer" allowing for Systems installation as per OMNIA PARTNERS (U.S.Communities)-HAWORTH FAQ's Dealer Locator tool.

Attachment "E"
Port of Los Angeles "OS5 Mock-up Station Enclose/EFG Office" (1 page).

Attachment "F"
Port of Los Angeles "OS5 Mock-up Station Enclose/EFG Office" Sample Parts Diagram (10 pages).

FORMAL REQUEST FOR COOPERATIVE AGREEMENT

CITY OF LOS ANGELES
HARBOR DEPARTMENT

BID NO. F-1042
(SHOW THIS NUMBER ON ENVELOPE)

PHASE #1 – 5TH FLOOR (Items 1-6)

1. 1 EA **Material, PHASE #1**
OFFICE FURNITURE SYSTEMS, 5TH FLOOR, \$ 519,705.61
Refer to:

Attachment "G"-Unisource Solutions / Haworth Pricing per Quote 3757.001, "5th Floor Phase 1", dated 3/20/19 (45 pages)

2. 1 HR **Labor/Services, PHASE #1**
OFFICE FURNITURE SYSTEMS, 5TH FLOOR, \$ 140,413.85
Refer to:

Attachment "G"-Unisource Solutions / Haworth Pricing per Quote 3757.001, "5th Floor Phase 1", dated 3/20/19 (45 pages)

Representative names and phone numbers for requesting service:

NAME	PHONE #	E-MAIL
<u>Esmeralda Avila</u>	<u>562.370.4345</u>	<u>eavila@unisourceit.com</u>
<u>Gilbert Cruz</u>	<u>562.824.2525</u>	<u>gcruz@unisourceit.com</u>

3. 1 HR **Demo and Removal of Existing Furniture, PHASE #1**
OFFICE FURNITURE SYSTEMS, 5TH FLOOR, \$ 39,880.00

Refer to:

Attachment "G"-Unisource Solutions / Haworth Pricing per Quote 3757.001, "5th Floor Phase 1", dated 3/20/19 (45 pages)

Representative names and phone numbers for requesting service:

NAME	PHONE #	E-MAIL
<u>Esmeralda Avila</u>	<u>562.370.4345</u>	<u>eavila@unisourceit.com</u>
<u>Gilbert Cruz</u>	<u>562.824.2525</u>	<u>gcruz@unisourceit.com</u>

FORMAL REQUEST FOR COOPERATIVE AGREEMENT

CITY OF LOS ANGELES
HARBOR DEPARTMENT

BID NO. F-1042
(SHOW THIS NUMBER ON ENVELOPE)

4. 1 HR **Disposal of Existing Furniture, PHASE #1**
OFFICE FURNITURE SYSTEMS, 5TH FLOOR, \$ 9,793.08

Refer to:

Attachment "G"-Unisource Solutions / Haworth Pricing per Quote 3757.001, "5th Floor Phase 1", dated 3/20/19 (45 pages)

Representative names and phone numbers for requesting service:

NAME	PHONE #	E-MAIL
<u>Esmeralda Avila</u>	<u>562.370.4345</u>	<u>eavila@unisourceit.com</u>
<u>Gilbert Cruz</u>	<u>562.824.2525</u>	<u>gcruz@unisourceit.com</u>

5. 1 HR **Administration Service Fee-Refinish Existing Storage, PHASE #1**
OFFICE FURNITURE SYSTEMS, 5TH FLOOR, \$ 2,100.00

Refer to:

Attachment "G"-Unisource Solutions / Haworth Pricing per Quote 3757.001, "5th Floor Phase 1", dated 3/20/19 (45 pages)

6. 1 HR **Dumpster Fee, PHASE #1**
OFFICE FURNITURE SYSTEMS, 5TH FLOOR, \$ 3744.00

Refer to:

Attachment "G"-Unisource Solutions / Haworth Pricing per Quote 3757.001, "5th Floor Phase 1", dated 3/20/19 (45 pages)

TOTAL (\$) FOR PHASE #1: \$ 715,636.54

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FORMAL REQUEST FOR COOPERATIVE AGREEMENT

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PHASE #2 – 5TH FLOOR (Items 7-12)

7. 1 EA **Material, PHASE #2**
OFFICE FURNITURE SYSTEMS, 5TH FLOOR, \$ 328,700.17
Refer to:

Attachment "H"-Unisource Solutions / Haworth Pricing per Quote 3757.002, "5th Floor Phase 2", dated 3/21/19 (33 pages)

8. 1 HR **Labor/Services, PHASE #2**
OFFICE FURNITURE SYSTEMS, 5TH FLOOR, \$ 95,352.31
Refer to:

Attachment "H"-Unisource Solutions / Haworth Pricing per Quote 3757.002, "5th Floor Phase 2", dated 3/21/19 (33 pages)

Representative names and phone numbers for requesting service:

NAME	PHONE #	E-MAIL
Esmeralda Avila	562.370.4345	eavila@unisourceit.com
Gilbert Cruz	562.824.2525	gcruz@unisourceit.com

9. 1 HR **Demo and Removal of Existing Furniture, PHASE #2**
OFFICE FURNITURE SYSTEMS, 5TH FLOOR, \$ 36,306.67

Refer to:

Attachment "H"-Unisource Solutions / Haworth Pricing per Quote 3757.002, "5th Floor Phase 2", dated 3/21/19 (33 pages)

Representative names and phone numbers for requesting service:

NAME	PHONE #	E-MAIL
Esmeralda Avila	562.370.4345	eavila@unisourceit.com
Gilbert Cruz	562.824.2525	gcruz@unisourceit.com

FORMAL REQUEST FOR COOPERATIVE AGREEMENT

CITY OF LOS ANGELES
HARBOR DEPARTMENT

BID NO. F-1042
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10.1 HR **Disposal of Existing Furniture, PHASE #2**
OFFICE FURNITURE SYSTEMS, 5TH FLOOR, \$ 9,793.08

Refer to:

Attachment "H"-Unisource Solutions / Haworth Pricing per Quote 3757.002, "5th Floor Phase 2", dated 3/21/19 (33 pages)

Representative names and phone numbers for requesting service:

NAME	PHONE #	E-MAIL
Esmeralda Avila	562.370.4345	eavila@unisourceit.com
Gilbert Cruz	562.824.2525	gcruz@unisourceit.com

11.1 HR **Dumpster Fee, PHASE #2**
OFFICE FURNITURE SYSTEMS, 5TH FLOOR, \$ \$3,744.00

Refer to:

Attachment "H"-Unisource Solutions / Haworth Pricing per Quote 3757.002, "5th Floor Phase 2", dated 3/21/19 (33 pages)

12.1 HR **Administration Service Fee-Refinish Existing Storage, PHASE #2**
OFFICE FURNITURE SYSTEMS, 5TH FLOOR, \$ 0.00

Refer to:

Attachment "H"-Unisource Solutions / Haworth Pricing per Quote 3757.002, "5th Floor Phase 2", dated 3/21/19 (33 pages)

TOTAL (\$) FOR PHASE #2: \$ 473,896.23

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FORMAL REQUEST FOR COOPERATIVE AGREEMENT

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HARBOR DEPARTMENT

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PHASE #3 – 4TH FLOOR (Items 13-18)

13.1 EA **Material, PHASE #3**
OFFICE FURNITURE SYSTEMS, 4TH FLOOR, \$ 555,611.43
Refer to:

Attachment "I"-Unisource Solutions / Haworth Pricing per Quote 3757.003, "4th Floor Phase 3", dated 3/18/19 (52 pages)

14.1 HR **Labor/Services, PHASE #3**
OFFICE FURNITURE SYSTEMS, 4TH FLOOR, \$ 141,721.54
Refer to:

Attachment "I"-Unisource Solutions / Haworth Pricing per Quote 3757.003, "4th Floor Phase 3", dated 3/18/19 (52 pages)

Representative names and phone numbers for requesting service:

NAME	PHONE #	E-MAIL
Esmeralda Avila	562.370.4345	eavila@unisourceit.com
Gilbert Cruz	562.824.2525	gcruz@unisourceit.com

15.1 HR **Demo and Removal of Existing Furniture, PHASE #3**
OFFICE FURNITURE SYSTEMS, 4TH FLOOR, \$ 39,780.00

Refer to:

Attachment "I"-Unisource Solutions / Haworth Pricing per Quote 3757.003, "4th Floor Phase 3", dated 3/18/19 (52 pages)

Representative names and phone numbers for requesting service:

NAME	PHONE #	E-MAIL
Esmeralda Avila	562.370.4345	eavila@unisourceit.com
Gilbert Cruz	562.824.2525	gcruz@unisourceit.com

FORMAL REQUEST FOR COOPERATIVE AGREEMENT

**CITY OF LOS ANGELES
HARBOR DEPARTMENT**

BID NO. F-1042
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16.1 HR **Disposal of Existing Furniture, PHASE #3**
OFFICE FURNITURE SYSTEMS, 4TH FLOOR, \$ 9,793.08

Refer to:

Attachment "I"-Unisource Solutions / Haworth Pricing per Quote 3757.003, "4th Floor Phase 3", dated 3/18/19 (52 pages)

Representative names and phone numbers for requesting service:

NAME	PHONE #	E-MAIL
Esmeralda Avila	562.370.4345	eavila@unisourceit.com
Gilbert Cruz	562.824.2525	gcruz@unisourceit.com

17.1 HR **Administration Service Fee-Refinish Existing Storage, PHASE #3**
OFFICE FURNITURE SYSTEMS, 4TH FLOOR, \$ 2,333.33

Refer to:

Attachment "I"-Unisource Solutions / Haworth Pricing per Quote 3757.003, "4th Floor Phase 3", dated 3/18/19 (52 pages)

18.1 HR **Dumpster Fee, PHASE #3**
OFFICE FURNITURE SYSTEMS, 4TH FLOOR, \$ 3,744.00

Refer to:

Attachment "I"-Unisource Solutions / Haworth Pricing per Quote 3757.003, "4th Floor Phase 3", dated 3/18/19 (52 pages)

TOTAL (\$) FOR PHASE #3: \$ 752,983.38

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FORMAL REQUEST FOR COOPERATIVE AGREEMENT

CITY OF LOS ANGELES
HARBOR DEPARTMENT

BID NO. F-1042
(SHOW THIS NUMBER ON ENVELOPE)

PHASE #4 – 4TH FLOOR (Items 19-24)

19.1 EA **Material, PHASE #4**
OFFICE FURNITURE SYSTEMS, 4TH FLOOR, \$ 305,418.87
Refer to:

Attachment "J"-Unisource Solutions / Haworth Pricing per Quote 3757.004, "4th Floor Phase 4", dated 3/18/19 (31 pages)

20.1 HR **Labor/Services, PHASE #4**
OFFICE FURNITURE SYSTEMS, 4TH FLOOR, \$ 93,090.77
Refer to:

Attachment "J"-Unisource Solutions / Haworth Pricing per Quote 3757.004, "4th Floor Phase 4", dated 3/18/19 (31 pages)

Representative names and phone numbers for requesting service:

NAME	PHONE #	E-MAIL
Esmeralda Avila	562.370.4345	eavila@unisourceit.com
Gilbert Cruz	562.824.2525	gcruz@unisourceit.com

21.1 HR **Demo and Removal of Existing Furniture, PHASE #4**
OFFICE FURNITURE SYSTEMS, 4TH FLOOR, \$ 22,026.67

Refer to:

Attachment "J"-Unisource Solutions / Haworth Pricing per Quote 3757.004, "4th Floor Phase 4", dated 3/18/19 (31 pages)

Representative names and phone numbers for requesting service:

NAME	PHONE #	E-MAIL
Esmeralda Avila	562.370.4345	eavila@unisourceit.com
Gilbert Cruz	562.824.2525	gcruz@unisourceit.com

FORMAL REQUEST FOR COOPERATIVE AGREEMENT

**CITY OF LOS ANGELES
HARBOR DEPARTMENT**

BID NO. F-1042
(SHOW THIS NUMBER ON ENVELOPE)

22.1 HR **Disposal of Existing Furniture, PHASE #4**
OFFICE FURNITURE SYSTEMS, 4TH FLOOR, \$ 9,793.08

Refer to:

Attachment "J"-Unisource Solutions / Haworth Pricing per Quote 3757.004, "4th Floor Phase 4", dated 3/18/19 (31 pages)

Representative names and phone numbers for requesting service:

NAME	PHONE #	E-MAIL
Esmeralda Avila	562.370.4345	eavila@unisourceit.com
Gilbert Cruz	562.824.2525	gcruz@unisourceit.com

23.1 HR **Administration Service Fee-Refinish Existing Storage, PHASE #4**
OFFICE FURNITURE SYSTEMS, 4TH FLOOR, \$ 5,600.00

Refer to:

Attachment "J"-Unisource Solutions / Haworth Pricing per Quote 3757.004, "4th Floor Phase 4", dated 3/18/19 (31 pages)

24.1 HR **Dumpster Fee, PHASE #4**
OFFICE FURNITURE SYSTEMS, 4TH FLOOR, \$ 3,744.00

Refer to:

Attachment "J"-Unisource Solutions / Haworth Pricing per Quote 3757.004, "4th Floor Phase 4", dated 3/18/19 (31 pages)

TOTAL (\$) FOR PHASE #4: \$ 439,673.39

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FORMAL REQUEST FOR COOPERATIVE AGREEMENT

CITY OF LOS ANGELES
HARBOR DEPARTMENT

BID NO. F-1042
(SHOW THIS NUMBER ON ENVELOPE)

PHASE #5 – 4TH FLOOR (Items 25-30)

25.1 EA **Material, PHASE #5**
OFFICE FURNITURE SYSTEMS, 4TH FLOOR, \$ 376,594.54
Refer to:

Attachment "K"-Unisource Solutions / Haworth Pricing per Quote 3757.005, "4th Floor Phase 5", dated 3/21/19 (10 pages)

26.1 HR **Labor/Services, PHASE #5**
OFFICE FURNITURE SYSTEMS, 4TH FLOOR, \$ 173,252.31
Refer to:

Attachment "K"-Unisource Solutions / Haworth Pricing per Quote 3757.005, "4th Floor Phase 5", dated 3/21/19 (10 pages)

Representative names and phone numbers for requesting service:

NAME	PHONE #	E-MAIL
<u>Esmeralda Avila</u>	<u>562.370.4345</u>	<u>eavila@unisourceit.com</u>
<u>Gilbert Cruz</u>	<u>562.824.2525</u>	<u>gcruz@unisourceit.com</u>

27.1 HR **Demo and Removal of Existing Furniture, PHASE #5**
OFFICE FURNITURE SYSTEMS, 4TH FLOOR, \$ 15,573.33

Refer to:

Attachment "K"-Unisource Solutions / Haworth Pricing per Quote 3757.005, "4th Floor Phase 5", dated 3/21/19 (10 pages)

Representative names and phone numbers for requesting service:

NAME	PHONE #	E-MAIL
<u>Esmeralda Avila</u>	<u>562.370.4345</u>	<u>eavila@unisourceit.com</u>
<u>Gilbert Cruz</u>	<u>562.824.2525</u>	<u>gcruz@unisourceit.com</u>

FORMAL REQUEST FOR COOPERATIVE AGREEMENT

**CITY OF LOS ANGELES
HARBOR DEPARTMENT**

BID NO. F-1042
(SHOW THIS NUMBER ON ENVELOPE)

28.1 HR **Disposal of Existing Furniture, PHASE #5**
OFFICE FURNITURE SYSTEMS, 4TH FLOOR, \$ 9,793.08

Refer to:

Attachment "K"-Unisource Solutions / Haworth Pricing per Quote 3757.005, "4th Floor Phase 5", dated 3/21/19 (10 pages)

Representative names and phone numbers for requesting service:

NAME	PHONE #	E-MAIL
Esmeralda Avila	562.370.4345	eavila@unisourceit.com
Gilbert Cruz	562.824.2525	gcruz@unisourceit.com

29.1 HR **Administration Service Fee-Refinish Existing Storage, PHASE #5**
OFFICE FURNITURE SYSTEMS, 4TH FLOOR, \$ 933.33

Refer to:

Attachment "K"-Unisource Solutions / Haworth Pricing per Quote 3757.005, "4th Floor Phase 5", dated 3/21/19 (10 pages)

30.1 HR **Dumpster Fee, PHASE #5**
OFFICE FURNITURE SYSTEMS, 4TH FLOOR, \$ 3,744.00

Refer to:

Attachment "K"-Unisource Solutions / Haworth Pricing per Quote 3757.005, "4th Floor Phase 5", dated 3/21/19 (10 pages)

TOTAL (\$) FOR PHASE #5: \$ 579,890.59

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FORMAL REQUEST FOR COOPERATIVE AGREEMENT

CITY OF LOS ANGELES
HARBOR DEPARTMENT

BID NO. F-1042
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PHASE #6 – 4TH FLOOR (Items 31-36)

31.1 EA **Material, PHASE #6**
OFFICE FURNITURE SYSTEMS, 4TH FLOOR, \$ 153,175.25
Refer to:

Attachment "L"-Unisource Solutions / Haworth Pricing per Quote 3757.006,
"4th Floor Phase 6", dated 3/19/19 (32 pages)

32.1 HR **Labor/Services, PHASE #6**
OFFICE FURNITURE SYSTEMS, 4TH FLOOR, \$ 59,421.54
Refer to:

Attachment "L"-Unisource Solutions / Haworth Pricing per Quote 3757.006, "4th
Floor Phase 6", dated 3/19/19 (32 pages)

Representative names and phone numbers for requesting service:

NAME	PHONE #	E-MAIL
Esmeralda Avila	562.370.4345	eavila@unisourceit.com
Gilbert Cruz	562.824.2525	gcruz@unisourceit.com

33.1 HR **Demo and Removal of Existing Furniture, PHASE #6**
OFFICE FURNITURE SYSTEMS, 4TH FLOOR, \$ 10,373.33

Refer to:

Attachment "L"-Unisource Solutions / Haworth Pricing per Quote 3757.006, "4th
Floor Phase 6", dated 3/19/19 (32 pages)

Representative names and phone numbers for requesting service:

NAME	PHONE #	E-MAIL
Esmeralda Avila	562.370.4345	eavila@unisourceit.com
Gilbert Cruz	562.824.2525	gcruz@unisourceit.com

FORMAL REQUEST FOR COOPERATIVE AGREEMENT

**CITY OF LOS ANGELES
HARBOR DEPARTMENT**

BID NO. F-1042
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34.1 HR **Disposal of Existing Furniture, PHASE #6**
OFFICE FURNITURE SYSTEMS, 4TH FLOOR, \$ 9,793.08

Refer to:

Attachment "L"-Unisource Solutions / Haworth Pricing per Quote 3757.006, "4th Floor Phase 6", dated 3/19/19 (32 pages)

Representative names and phone numbers for requesting service:

NAME	PHONE #	E-MAIL
Esmeralda Avila	562.370.4345	eavila@unisourceit.com
Gilbert Cruz	562.824.2525	gcruz@unisourceit.com

35.1 HR **Administration Service Fee-Refinish Existing Storage, PHASE #6**
OFFICE FURNITURE SYSTEMS, 4TH FLOOR, \$ 6,066.67

Refer to:

Attachment "L"-Unisource Solutions / Haworth Pricing per Quote 3757.006, "4th Floor Phase 6", dated 3/19/19 (32 pages)

36.1 HR **Dumpster Fee, PHASE #6**
OFFICE FURNITURE SYSTEMS, 4TH FLOOR, \$ 3,744.00

Refer to:

Attachment "L"-Unisource Solutions / Haworth Pricing per Quote 3757.006, "4th Floor Phase 6", dated 3/19/19 (32 pages)

TOTAL (\$) FOR PHASE #6: \$ 242,573.87

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FORMAL REQUEST FOR COOPERATIVE AGREEMENT

**CITY OF LOS ANGELES
HARBOR DEPARTMENT**

BID NO. F-1042
(SHOW THIS NUMBER ON ENVELOPE)

PHASE #7 – 4TH FLOOR (Items 37-39)

37.1 EA **Material, PHASE #7**
OFFICE FURNITURE SYSTEMS, 4TH FLOOR, \$ 39,732.36
Refer to:

Attachment "M"-Unisource Solutions / Haworth Pricing per Quote 3757.007, "4th Floor Phase 7", dated 3/19/19 (20 pages)

38.1 HR **Labor/Services, PHASE #7**
OFFICE FURNITURE SYSTEMS, 4TH FLOOR, \$ 19,290.77
Refer to:

Attachment "M"-Unisource Solutions / Haworth Pricing per Quote 3757.007, "4th Floor Phase 7", dated 3/19/19 (20 pages)

Representative names and phone numbers for requesting service:

NAME	PHONE #	E-MAIL
<u>Esmeralda Avila</u>	<u>562.370.4345</u>	<u>eavila@unisourceit.com</u>
<u>Gilbert Cruz</u>	<u>562.824.2525</u>	<u>gcruz@unisourceit.com</u>

39.1 HR **Administration Service Fee-Refinish Existing Storage, PHASE #7**
OFFICE FURNITURE SYSTEMS, 4TH FLOOR, \$ 15,400

Refer to:

Attachment "M"-Unisource Solutions / Haworth Pricing per Quote 3757.007, "4th Floor Phase 7", dated 3/19/19 (20 pages)

TOTAL (\$) FOR PHASE #7: \$ 74,423.13

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FORMAL REQUEST FOR COOPERATIVE AGREEMENT

**CITY OF LOS ANGELES
HARBOR DEPARTMENT**

BID NO. F-1042
(SHOW THIS NUMBER ON ENVELOPE)

5TH FLOOR (Items 40-41): Future Work Solutions

40.1 EA **Material, 5th Fl**
OFFICE FURNITURE SYSTEMS, 5TH FLOOR, \$ 56,326.71
Refer to:

Attachment "N"-Unisource Solutions / Haworth Pricing per Quote 3757.009,
"Future Workstations/PO Furniture", dated 3/21/19 (17 pages)

41.1 HR **Labor/Services,**
OFFICE FURNITURE SYSTEMS, 5TH FLOOR, \$ 5,510.40
Refer to:

Attachment "N"-Unisource Solutions / Haworth Pricing per Quote 3757.009,
"Future Workstations/PO Furniture", dated 3/21/19 (17 pages)

Representative names and phone numbers for requesting service:

NAME	PHONE #	E-MAIL
Esmeralda Avila	562.370.4345	eavila@unisourceit.com
Gilbert Cruz	562.824.2525	gcruz@unisourceit.com

TOTAL (\$) FOR FUTURE WORKSTATIONS: \$ 61,837.11

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42.1 EA **CONTINGENCY** \$ 150,000.00

This contingency will cover items during construction related to unforeseen conditions, added or revised scope, extra removals or installation that were unaccounted for, as well as planning, rental, moving, storage or additional services related to any of the aforementioned items.

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BIDDER'S INSTRUCTIONS

REQUEST FOR QUOTATION BIDDER RESPONSIVENESS. In order to be responsive, bidders shall complete and return all Quotation documents requested by the Port, including addenda, specifications, drawings and all forms.

It shall be the bidder's responsibility to provide one (1) original and one (1) copy of the completed Quotation documents. The original and all copies shall include all quotation documents requested by the Port, including addenda, specifications, drawings and all forms.

The Purchasing Agent may deem a bidder non-responsive if the bidder fails to provide all Quotation documents requested by the Port at the Quotation closing date and time.

ADDENDUMS. From time to time, the Harbor Department may deem it necessary to issue an addendum(s) to modify or cancel a Bid Request. Such addendum(s) will be available on the Port of Los Angeles internet website – www.portoflosangeles.org and the Los Angeles Business Assistance Virtual Network website – www.labavn.org. It is the responsibility of the bidder to be aware of and respond to any such addendum(s) before the deadline of the applicable bid request. Failure to do so may deem the bid non-responsive.

BID SUBMITTAL TIMELINESS

Bidders solely are responsible for the timeliness of their submittals. As such, bidders are cautioned to budget adequate time to ensure that their bids are delivered at the location designated at or before the deadline set forth above. Bidders are cautioned that matters including, but not limited to, traffic congestion, security measures and/or events in or around the Harbor Department, may lengthen the amount of time necessary to deliver the bid, whether the bid is submitted in person or by mail.

AWARD. The Harbor Department reserves the right to reject any or all Bids, award Bid as a whole, split award or delete line items, as it may deem necessary, unless otherwise stated herein.

SUPPLIER CONTACT INFORMATION:

Contact Person: Esmeralda Avila

Title: Sr. Strategic Account Manager

Telephone No.: 562.370.4345

Fax No.: 562.949.7110

E-Mail Address: eavila@unisourceit.com

24 Hour Contact No.: 562.370.4345

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CONTRACTUAL TERMS SECTION

SURVIVABILITY. Contracts awarded using the authority provided by the OMNIA PARTNERS (U.S. COMMUNITIES/COUNTY OF FAIRFAX, VA) AND HAWORTH INC. CONTRACT #4400003402. **Contract** will survive the Omnia contract itself. As a Customer purchasing, renting or leasing the equipment, the Harbor Department will continue to receive ongoing service from the Successful Vendor at the agreed upon Omnia Contract No. 4400003402 contract rate through the term of the Harbor Department Contract. The Harbor Department Contract terms and conditions will survive the authorizing Omnia Contract No. 4400003402 through that final term and any subsequent renewals and extensions.

Upon the Contract termination, Customers and Successful Vendors may agree to further extend a Contract. Such contract renewal option extensions shall not be for more than twelve month terms, and the Customer will reserve the right to terminate these contract renewal options with 30 days written notice and without termination penalties.

RENEWAL OPTION State if you will grant the Harbor Department the option to extend any contract awarded hereunder for a period of one or two years, from the date of expiration, under the same terms and conditions of the Cooperative Agreement with Omnia Contract No. 4400003402.

 YES (Yes, No) Option granted for one additional year.

 (Yes, No) Option granted for second additional year.

In the event that the Harbor Department contract should survive the originating Cooperative Agreement, the following shall apply:

For Price Catalog Items:

Line item(s) which reflect a percentage discount/mark-up from a manufacturer's price list shall retain the same percentage discount/mark-up.

For fixed priced line item(s):

State the following options for the respective renewal period:

 YES (YES or NO) Option granted for one additional year at a price increase not to exceed 5 %.

 (YES or NO) Option granted for second additional year at a price increase not to exceed % over first option year prices.

It is agreed that if any renewal option granted herein, it shall be approved by the Executive Director of the Port of Los Angeles. Additionally, it is agreed that if any renewal option granted herein is exercised, the City will notify the contractor prior to the expiration date. Escalating factors in options will not be automatically granted. Any request for an increase in price must be substantiated by corresponding increases in vendor's costs, and submitted, in writing, to the Director of Contracts and Purchasing. No

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increase will be granted without prior approval of the Director of Contracts and Purchasing and Executive Director.

ESTIMATED EXPENDITURE: Total expenditures under this contract are estimated to be \$4.7 million for the entirety of the contract. No guarantee can be given that this total will be reached or that it will not be exceeded. Vendor agrees to furnish more or less at the unit prices quoted in accordance with actual requirements throughout the contract period, however, this amount may not be exceeded without prior written approval from the Board of Harbor Commissioners in the event the amount exceeds \$150,000.

PRICE GUARANTEE. Prices are maximum for the period of the contract. In the event of a price decline, or should you sell the same materials under similar quantity and delivery conditions to the State of California, or any County, Municipality or Legal District of the State of California at prices below those specified herein, such lower prices are to be immediately extended to the Harbor Department.

AUTHORIZED DISTRIBUTOR/DEALER:

Bidder must indicate if it is an authorized factory distributor/dealer for the manufacturer being quoted (please initial).

Yes: EA No: _____

If bidder is not an authorized distributor/dealer, the bidder shall submit with its Quotation a formal Letter of Certification from the manufacturer, stating that the manufacturer will honor any warranty claims by the City for equipment, parts, and/or materials provided by the bidder.

The manufacturer will be responsible for any default of the supplier that is not corrected by the supplier in a timely and efficient manner. This responsibility includes replacing incorrect or defective parts, trouble shooting, and correcting problems that are traceable to the manufacturer

NEW AND UNUSED. The equipment furnished shall be new and unused, current model.

WARRANTY. Terms of warranty on equipment offered. Free PARTS & SERVICE (LABOR) for defective parts and workmanship for the following time period after equipment has been accepted(specify time period): 10 Years.

PRE-AWARD CONFERENCE.

Prior to award of contract the successful bidder will be required to attend a pre-award conference to be scheduled at a later date. The intent of this meeting will be to discuss contract regulations, specifications, invoicing, delivery times, etc., in order to insure successful administration of the contract.

POST-AWARD MEETINGS. After notification of award, the successful bidder will be required to attend periodic meetings with the Construction & Maintenance Division. The intent of the meeting is to discuss any pre-construction requirements, status updates, or other project related issues.