

Workplace ELEMENTS, LLC

HQ-Showroom

2501 Blake Street
Denver, CO 80205
(877) 454-2607 - toll free
(303) 471-4334 – local
(303) 471-4330 - fax

Local Showroom

3600 Mitchell Drive
Fort Collins, CO 80525
(800) 500-6624 – toll free
(970) 206-0236 – local
(970) 206-0276 - fax

Local Showroom

1623 Central Ave, Ste 15
Cheyenne, WY
(877) 454-2607 – toll free
(307) 432-4044 - local
(307) 432-4038 - fax

SIN 71-I, Packaged Offices & Packaged Conference Rooms
Contract Period: [October 8, 2009 through October 7, 2014](#)
GSA Contract Number: **GS-28F-0002W**
TIN # (FID #): [26-3359223](#)
Business Size: **Small**
DUNS: [82-854-5546](#)
Cage Code: **58A82**

CONTACT SALES & MARKETING:

Yvonne Simmons, Contract Sales
Specialist
Tel 877.454-2607 ext. 268
or 720.961.0172
Fax 720.542.7352
ysimmons@WorkplaceElements.com

CONTRACT ADMINISTRATOR:

Stephen Dean, Principal
Tel 877.454-2607 ext. 214
or 720.961.0123
Fax 303.471.4334
sdean@WorkplaceElements.com

Workplace ELEMENTS, LLC offers its clients a full range of office furniture products and services, including technical layouts, product application, project planning, project management, site preparation, staging, installation, and post-installation services.

In addition to furniture, Workplace ELEMENTS also offers architectural products such as DIRTT moveable walls, sound masking, office signage and a full-service floor covering division with lines such as Mannington and Interface on our packaged office contract.

Workplace ELEMENTS has a 26 year history in Denver and throughout the Colorado front-range. We have our own warehouse facilities and employ our own sales force, technical staff, project managers, and installers. We have large customers across the nation and have experience selling and installing furniture across the country. We build close, collaborative relationships with our customers to fulfill their long term needs.

Website: www.WorkplaceELEMENTS.com

Online access to contract ordering information, terms and conditions, up-to-date pricing, and the option to create an electronic delivery order are available through GSA Advantage!™ (menu-driven database system). The internet address for GSA Advantage!™ is <http://gsaadvantage.gov>



Supplier Special Identification Numbers (SIN's) Include:

SIN – Special Identification Numbers Offered: [Furniture](#)

711-1, 711-2, 711-3, 711-7, 711-8, 711-9, 711-10, 711-11, 711-16, 711-17, 711-18, 711-19, 711-20, 711-93, 711-20, 711-94, 711-95, 711-96, 711-99, 71-302, 71-305, 71-399

SIN – Special Identification Numbers Offered: [Flooring](#)

31-303, 31-304, 31-401, 31-402, 31-601, 31-603, 31-604, 31-998

Product Lines

Knoll

Globally recognized as the design leader of office furniture, Knoll manufacturer's a comprehensive portfolio of office systems, seating, files and storage, tables and desks, wood casegoods, textiles and accessories. With a commitment to innovation and modern design Knoll's products create workplace settings that inspire, evolve and endure.

www.knoll.com

HON

The HON Company is a leader in the design and manufacturing of office furniture including chairs, files, panel systems, tables and desks. Headquartered in Muscatine, Iowa, The HON Company has numerous manufacturing facilities strategically located throughout the United States. The HON Company offers a full line of high quality, value-oriented furniture and accessories.

www.hon.com

INSCAPE

Inscape is a manufacturer of innovative office solutions for today's constantly evolving workplace. Headquartered in Holland Landing, Canada, Inscape is a leading manufacturer of office systems, filing & storage, casegoods, desking solutions, and architectural walls.

www.inscapesolutions.com

Office Specialty

For more than a century, Office Specialty has been North America's leading brand of strategic filing and storage solutions. Combining the highest quality products with unrivaled customer service, we supply the industry's most comprehensive selection of lateral and vertical files, storage towers, pedestals, bookcases and more.

www.officespecialty.com



DAR-RAN

DAR-RAN Furniture is a woman-owned and family operated, high quality mid-priced furniture manufacturer recognized for a broad spectrum of wood desk collections, reception stations, conference tables and seating. DAR-RAN offers a tremendous selection of rich finishes, design options and functional solutions fitting the demands of today's office environments and budgets.

www.darran.com

Nucraft Furniture Company

Nucraft Furniture Company creates finely designed, inventive, and meticulously crafted furnishings for conference rooms, lobby and reception areas, private offices, and training areas. Nucraft furniture provides image-conscious organizations with solutions that elevate the aesthetics and performance of their facilities.

www.nucraft.com

Dauphin Human Designs

Dauphin is one of the world's leading office seating manufacturers, recognized in more than 50 countries for our proven competence in the field. Dauphin is known for high quality ergonomic seating and cutting edge technology at reasonable prices. Each beautifully-crafted Dauphin office chair embodies the company commitment to supporting healthy posture and safe working environments through bold, innovative design. Human Design for the 21st Century.

www.dauphin.com

The Gunlocke Company LLC

High quality manufacture of fine wood casegoods, conference tables, executive seating, guest seating, lounge and side tables. Gunlocke has stayed focused on everything a private office client needs to succeed: design, functionality, delivery, quality and value.

www.gunlocke.com

Egan Visual/West Inc.

Egan Visual manufactures visual communication systems and furniture for business, conference and training environments. Our products are manufactured with uncompromising quality using the finest raw materials. White boards, presentation boards, mobile marker boards, cabinets & more.

www.egan.com

Exemplis Corporation (dba: SitOnIT Seating, Inc)

Exemplis Corp. is a leading U.S. manufacturer of contract furniture for commercial, healthcare, hospitality and office markets. Its trusted brands include market share leaders SitOnIt Seating and Instant Seating. SitOnIt Seating, founded in January 1996, is a mid-market manufacturer of ergonomic task, conference, executive and side seating. The company combines world-class design with a reputation for speed-to-market. Headquartered in Cypress, Calif., SitOnIt Seating ships more than 600,000 customer-designed chairs annually.

www.exemplis.com



Peter Pepper Products

Leading manufacturer of accessories designed to enliven the work environment and assist employees to be more productive. A comprehensive manufacturer of Shelving Systems, Wall Desks, Display Cases, Hooks, Racks, Visual Boards, Receptacles, Clocks, Magazine, Literature Racks, Lecterns, Chart Holders, planters, Carts, Cabinets, Modular Patricians, Benches, Infection Control Centers & Chairs.

www.peterpepperproducts.com

InterfaceFLOR, LLC

The industry leader, Interface Inc. designs, produces and sells modular carpet worldwide. The leader in the industry, Interface's innovative manufacturing processes help reduce waste and eliminates toxins from its products and facilities. Their innovative solutions allow them to recycle carpet backing and carpet fiber and are on a path toward eliminating the use of virgin materials.

www.interfaceflor.com

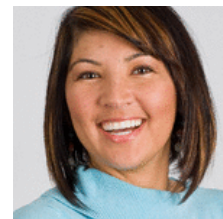
Mannington Mills

Mannington is a fourth generation family-owned business and have been recognized as a leader in product innovation as well as operational excellence and environmental stewardship. Mannington is the only U.S. manufacturer of residential and commercial flooring that offers a full range of flooring solutions from a single source – Hardwood, Resilient, Porcelain Tile, Laminate, Luxury Vinyl Flooring, Commercial Carpet, Premium Rubber Flooring, and Advanced Composite Flooring.

www.mannington.com

Ordering Contact

Workplace ELEMENTS, LLC
2501 Blake Street
Denver, CO 80205
Tel 877.454-2607 ext. 268 or 720.961.0172
Fax 720.542.7352



Yvonne Simmons

Workplace ELEMENTS, LLC is a Small Business (SBA)

Contract Sales Specialist

GSA Contract Number: [GS-28F-0002W](#)

ysimmons@WorkplaceELEMENTS.com

Online access to contract ordering information, terms and conditions, up-to-date pricing, and the option to create an electronic delivery order are available through GSA Advantage![™] (menu-driven database system). The internet address for GSA Advantage![™] is <http://gsaadvantage.gov>



Ordering Information

Federal Supply Service

Conditions of Sale

Special Item Numbers Accepted: 71-I

Packaged Offices and Conference Rooms

Contract Number: GS-28F-0002W

1 Special Item Number (S.I.N.): 71-1 (All SIN's)

2 Maximum Order: SIN 71-I

As per individual manufacturer GSA contract

3 Minimum Order: \$100.00

4 Geographic Coverage:

Continental U.S. and the District of Columbia;
Shipments for Alaska, Hawaii, Guam, Puerto Rico,
etc. are FOB POE (Point of Embarkation)

5 Points of Production:

Dallas, TX, East Greenville, PA, Bloomington, NJ,
Commerce, CA, Cypress, CA, Comstock Park, MI,
Compton, CA, Calhoun, GA, Muscatine, IA
Wayland, NY, LaGrange, GA High Point, NC,
Denver, CO, Grand Rapids, MI, Muskegon, MI
Holland Landing, ON, Toronto, ON

6 Prices quoted are Government Net

GSA Discount(s) from List Price or Net pricing

7 Quantity Discounts:

As per individual manufacturer GSA contract

8 Prompt payment discount: Net 30

9a Government Credit Card Accepted:

Yes, above micro purchase thresholds

9b Government Credit Card is Accepted For:

Items 71-I

10 Foreign Items: None

11a Delivery Time: 15-90 days ARO

11b Expedited Delivery:

Available on many items, as per individual
manufacturer GSA contract; contact Workplace
Workplace ELEMENTS for details

11c Overnight and 2-Day Delivery Available:

Yes, on select items. Workplace Workplace
ELEMENTS, LLC for rates

11d Urgent Requirements:

Contact Workplace Elements, LLC for details

12 FOB Point: As per individual manufacturer GSA
contract

13a Ordering Address:

Workplace Elements, LLC
2501 Blake Street
Denver, CO 80205
Phone: 303.471.4334 or 877.454.2607, ext. 268
Fax: 720.542.7352
Email: ysimmons@WorkplaceELEMENTS.com

**13b Ordering procedures for supplies and
services:** The ordering procedures, information or
Blanket Purchase Agreements (BPA's), and a
sample BPA can be found at the GSA/FSS
Schedule homepage (fss.gsa.gov/schedules) or in
Federal Acquisition Regulation (FAR) 8.405-3

14 Payment Address:

Workplace Elements, LLC.
2501 Blake Street
Denver, CO 80205
Phone: 303.471.4334 or 877.454-2607, ext. 268

16 Export Packaging Charges: Not Applicable

17 Terms and Conditions of Government

Commercial Credit Card:

Accepted for all purchases

18 Terms and Conditions for Rental,

Maintenance and Repair: Not Applicable

19 Terms and Conditions of Installation:

Per project basis – See Terms & Conditions
Project Services

**20a Terms and Conditions of repair parts
indicating date of parts price lists and any
discounts from list price:** Not Applicable

20b Terms and Conditions for any other services:

Per project basis – See Terms & Conditions
Project Services and/or contact: Workplace
Elements, LLC

21 List of Distribution Points: Not Applicable

22 List of Participating Dealers: Not Applicable

23 Preventive Maintenance: Not Applicable;

Contact Workplace Elements

**24a Environmental Attributes (e.g., recycled
content, energy efficiency and/or reduced
pollutants):** Yes, varies by individual GSA
contract manufacturer

24b Section 508 Compliance: Not Applicable

25 Date Universal Number System

(DUNS) Number: 82-854-5546

26 CCR Registration:

Yes, Federal ID 26-3359223

Cage Codes: 58A82

Contractor Services Price List:

Ancillary Services: Not to exceed 15% of the net
order. See Terms & Conditions Project Services

Site Preparation: Not to exceed 15% of the net
order. See Terms & Conditions Project Services

NB* Services for orders above \$500 are quoted on a
job-by-job basis. Services for orders at or under
\$500.00 are as follows:

Installation: 12% of the net order with a \$200.00
minimum

Staging: 6% of the net order up to \$500 net.

Warehousing: \$1.81/sq ft or \$80 per 44 square foot
bay. Over \$500 is negotiated. See Terms &
Conditions Project Services

Cancellations: As per individual manufacturer GSA
contract

Returns: As per individual manufacturer GSA
contract

Inspection & Freight Claims: It is the responsibility
of the buyer to inspect all shipments upon receipt
and note any visible damage on the bill of lading.
Buyer must notify Workplace Elements within 10
days for all damage claims or the buyer will be
responsible for filing the freight claim with the
responsible carrier.

Concealed Damage: Claims for concealed damage
must be reported to Workplace Elements within 10
days of delivery and the original carton must be
retained.



Products & Services

Office Furniture

Modular Panel Systems

Wood Furniture

Metal Furniture

Case Goods

Seating

- Executive
- Ergonomic
- Lounge
- break room
- class room
- clean room
- cafeteria
- specialty

Filing

Shelving

Bookcases

Conference Room Furniture

Health Care Furniture

Custom Casework Furniture

Workplace Accessories



Architectural Products

Pre-Manufactured Wall Systems

Carpeting/Flooring

Lighting

Signage



Facility & Asset management Services

Quick Ship/Fast Delivery Furniture

Fabric Cleaning and Protectant Application

Modular Systems Re-configuration

Warehousing, Staging, Delivery and Installation

Project Management Services

Bar code asset management services

Move management services



Terms & Conditions Project Services

Installation: The Government will receive a rate of 12% of net purchase order with a minimum purchase amount of \$200 for Installation services up to \$500 of the net purchase order. Installation Services over \$500 will be negotiated on a case by case basis.

Warehousing: The Government will receive a rate of \$1.81 per square foot or T80 per 44 square foot Bay of Warehousing Services up to \$500 of the net purchase order. Warehousing Services over \$500 will be negotiated on a case by case basis.

Staging: The Government's will receive a rate of 6% of the Net purchase order for staging services up to \$500. Staging over \$500 will be negotiated on a case by case basis.

Site Preparation: The Government will receive hourly rates of \$40.00 (basic labor); \$60.00 (Supervisor/Lead labor) and/or \$85.00 (Technical labor) as may be required by the customer scope of work requirements, not to exceed 15% of the value of the Net product for Site Preparation services up to \$500. Site Preparation Services over \$500 will be negotiated on a case by case basis.

Ancillary Services: The Government will receive hourly rates of \$40.00 (basic labor); \$60.00 (Supervisor/Lead labor) and/or \$85.00 (Technical labor) as may be required by the customer scope of work requirements, not to exceed 15% of the value of the Net product for Ancillary Services up to \$500. Ancillary Services over \$500 will be negotiated on a case by case basis.