



P.O. Box 400  
Austin, TX 78767-0400  
800.695.2919 | 512.467.0222 | Fax: 800.211.5454  
buyboard.com

February 6, 2019

Sent Via Email: trevor@LI-TX.com

David Gaskins  
Library Interiors of Texas, LLC  
701 Bluebonnet Lane  
Temple, TX 76502

Welcome to BuyBoard!

**Re:** Notice of The Local Government Purchasing Cooperative Award

**Proposal Name and Number:** Furniture for School, Office, Science, Library and Dormitory, Proposal No. 584-19

Congratulations, The Local Government Purchasing Cooperative (Cooperative) has awarded your company a BuyBoard® contract based on the above-referenced Proposal. The contract is effective 4/1/2019 through 3/31/2020, with two possible one-year renewals. The contract documents are those identified in Section 3 of the General Terms and Conditions of the specifications.

To view the items your company has been awarded, please review the proposal tabulation No. 584-19 on the following web-site: [www.buyboard.com/vendor](http://www.buyboard.com/vendor). Only items marked as awarded to your company can be sold through the BuyBoard contract. In addition, on this website you will find the membership list which will provide you with the names of all entities with membership in our purchasing cooperative.

Enclosed with this letter you will find the following documents:

1. Vendor Quick Reference Guide
2. BuyBoard License and Identity Standards

**You are advised that receipt of a purchase order directly from a Cooperative member is not within the guidelines of the Cooperative.** Accepting purchase orders directly from Cooperative members may result in a violation of the State of Texas competitive bid statute and termination of this Cooperative BuyBoard contract. **Therefore, all purchase orders must be processed through the BuyBoard in order to comply.** Please forward by email to [info@buyboard.com](mailto:info@buyboard.com) any order received directly from a Cooperative member. If you inadvertently process a purchase order sent directly to you by a Cooperative member, please fax the order to the above number and note it as **RECORD ONLY** to prevent duplication.

**As an awarded vendor a BuyBoard user id and password will be sent via e-mail 2 to 3 business days prior to the start of your contract.**

On behalf of the Texas Association of School Boards, we appreciate your interest in the Cooperative and we are looking forward to your participation in the program. If you have any questions, please contact **Cooperative Procurement Staff** at 800-695-2919.

Sincerely,

Arturo Salinas  
Department Director, Cooperative Procurement



The Local Government Purchasing Cooperative is endorsed by the Texas Association of School Boards, Texas Municipal League, Texas Association of Counties, and the Texas Association of School Administrators.

February 6, 2019

Sent Via Email: trevor@LI-TX.com

David Gaskins  
Library Interiors of Texas, LLC  
701 Bluebonnet Lane  
Temple, TX 76502

Welcome to BuyBoard!

**Re:** *Notice of National Purchasing Cooperative Piggy-Back Award*

**Proposal Name and Number:** Furniture for School, Office, Science, Library and Dormitory, Proposal No. 584-19

Congratulations, The National Purchasing Cooperative (National Cooperative) has awarded your company a BuyBoard® contract based on the above-referenced Proposal. As provided for in the Proposal and your National Purchasing Cooperative Vendor Award Agreement, you are authorized to sell the goods and services awarded under the Proposal to National Cooperative members in states other than Texas through the BuyBoard. The contract is effective 4/1/2019 through 3/31/2020, with two possible one-year renewals.

The National Cooperative membership list is available at our website [www.buyboard.com/vendor](http://www.buyboard.com/vendor). The list identifies the current members that may purchase awarded goods and services under your National Cooperative BuyBoard contract.

**You are advised that receipt of a purchase order directly from a National Cooperative member is not within BuyBoard guidelines.** Accepting purchase orders directly from Cooperative members may result in a violation of applicable competitive procurement law and termination of this National Cooperative BuyBoard contract. **Therefore, all purchase orders from National Cooperative members must be processed through the BuyBoard.** Please forward by e-mail to [info@buyboard.com](mailto:info@buyboard.com) any order received directly from a National Cooperative member. If you inadvertently process a purchase order sent directly to you by a National Cooperative member, please fax the order to the above number and note it as **RECORD ONLY** to prevent duplication.

**As an awarded vendor a BuyBoard user id and password will be sent via e-mail 2 to 3 business days prior to the start of your contract.**

On behalf of the National Cooperative, we are looking forward to your participation in the program. If you have any questions, please contact **Cooperative Procurement Staff at 800-695-2919.**

Sincerely,



Arturo Salinas  
Department Director, Cooperative Procurement  
v.6.5



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## **PROPOSER'S AGREEMENT AND SIGNATURE**

**Proposal Name:** Furniture for School, Office,  
Science, Library and Dormitory

**Proposal Due Date/Opening Date and Time:**  
September 6, 2018 at 4:00 PM

**Proposal Number:** 584-19

**Location of Proposal Opening:**  
Texas Association of School Boards, Inc.  
BuyBoard Department  
12007 Research Blvd.  
Austin, TX 78759

**Contract Time Period:** April 1, 2019 through  
March 31, 2020 with two (2) possible one-year  
renewals.

**Anticipated Cooperative Board Meeting Date:**  
January 2019

Library Interiors of Texas

Name of Proposing Company

8/23/18

Date

701 Bluebonnet Lane

Street Address

Signature of Authorized Company Official

Temple, TX 76502

City, State, Zip

David W. Gaskins

Printed Name of Authorized Company Official

254-654-2439

Telephone Number of Authorized Company Official

Educational Facility Specialist

Position or Title of Authorized Company Official

888-690-5489

Fax Number of Authorized Company Official

26-0684851

Federal ID Number



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## **VENDOR CONTACT INFORMATION**

Company: Library Interiors of Texas

Vendor Contact Name and Mailing Address for Notices: David W. Gaskins, 701 Bluebonnet Lane, Temple, TX 76502

Company Website: WWW.LibraryInteriorsOfTexas.Com

**Purchase Orders:** All purchase orders from Cooperative members will be available through the Internet. Vendors need Internet access and at least one e-mail address so that notification of new orders can be sent to the Internet contact when a new purchase order arrives. An information guide will be provided to vendors to assist them with retrieving their orders.

**Please select options below for receipt of purchase orders and provide the requested information:**

☒ I will use the internet to receive purchase orders at the following address:

E-mail Address: Trevor@LI-TX.Com

Internet Contact: Trevor Taylor Phone: 512-964-2790

Alternate E-mail Address: Dave@LI-TX.Com

Alternate Internet Contact: David W. Gaskins Phone: 254-654-2439

☐ Purchase orders may be received by the Designated Dealer(s) identified on my company's Dealer Designation form as provided to the Cooperative administrator. I understand that my company shall remain responsible for the Contract and the performance of all Designated Dealers under and in accordance with the Contract.

**Request for Quotes ("RFQ"):** Cooperative members will send RFQs to you by e-mail. Please provide e-mail addresses for the receipt of RFQs:

E-mail Address: Dave@LI-TX.COM

Alternate E-mail Address: Trevor@LI-TX.COM

**Invoices:** Your company will be billed monthly for the service fee due under a contract awarded under this Proposal Invitation. **All invoices are available on the BuyBoard website and e-mail notifications will be sent when they are ready to be retrieved.** Please provide the following address, contact and e-mail information for receipt of service fee invoices and related communications:

**Please choose only one (1) of the following options for receipt of invoices and provide the requested information:**





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☒ Service fee invoices and related communications should be provided directly to my company at:

**Mailing address:** 6012 York Bridge Circle **Department:** Payables  
**City:** Austin **State:** TX **Zip Code:** 78736  
**Contact Name:** Trevor Taylor **Phone:** 512-964-2790  
**Fax:** 888-690-5489 **E-mail Address:** Trevor@LI-TX.Com  
**Alternative E-mail Address:** Dave@LI-TX.Com

☐ In lieu of my company, I request and authorize all service fee invoices to be provided directly to the following billing agent\*\*:

**Mailing address:** \_\_\_\_\_ **Department:** \_\_\_\_\_  
**City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **Zip Code:** \_\_\_\_\_  
**Contact Name:** \_\_\_\_\_ **Phone:** \_\_\_\_\_  
**Fax:** \_\_\_\_\_ **E-mail Address:** \_\_\_\_\_  
**Alternative E-mail Address:** \_\_\_\_\_

☐ In lieu of my company, I request and authorize service fee invoices to be provided to the Designated Dealer(s) receiving the purchase order(s) to which the invoiced service fees relate at the address and contact information designated on my company's Dealer Designation form as provided to the Cooperative administrator.\*\*

**\*\* If Vendor authorizes a billing agent or Designated Dealer(s) to receive and process service fee invoices, in accordance with the General Terms and Conditions of the Contract, Vendor specifically acknowledges and agrees that nothing in that designation shall relieve Vendor of its responsibilities and obligations under the Contract including, but not limited to, payment of all service fees under any Contract awarded Vendor.**



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## **FELONY CONVICTION DISCLOSURE AND DEBARMENT CERTIFICATION**

### **FELONY CONVICTION DISCLOSURE**

**Subsection (a) of Section 44.034 of the Texas Education Code (Notification of Criminal History of Contractor)** states: "A person or business entity that enters into a contract with a school district must give advance notice to the district if the person or an owner or operator has been convicted of a felony. The notice must include a general description of the conduct resulting in the conviction of a felony."

**Section 44.034 further states in Subsection (b):** "A school district may terminate a contract with a person or business entity if the district determines that the person or business entity failed to give notice as required by Subsection (a) or misrepresented the conduct resulting in the conviction. The district must compensate the person or business entity for services performed before the termination of the contract."

Please check (✓) one of the following:

- ☐ My company is a publicly-held corporation. (Advance notice requirement does not apply to publicly-held corporation.)  
☒ My company is not owned or operated by anyone who has been convicted of a felony.  
☐ My company is owned/operated by the following individual(s) who has/have been convicted of a felony:

Name of Felon(s): \_\_\_\_\_

Details of Conviction(s): \_\_\_\_\_

By signature below, I certify that the above information is true, complete and accurate and that I am authorized by my company to make this certification.

Library Interiors of Texas

Company Name

Signature of Authorized Company Official

David W. Gaskins

Printed Name

### **DEBARMENT CERTIFICATION**

Neither my company nor an owner or principal of my company has been debarred, suspended or otherwise made ineligible for participation in Federal Assistance programs under Executive Order 12549, "Debarment and Suspension," as described in the Federal Register and Rules and Regulations. Neither my company nor an owner or principal of my company is currently listed on the government-wide exclusions in SAM, debarred, suspended, or otherwise excluded by agencies or declared ineligible under any statutory or regulatory authority. My company agrees to immediately notify the Cooperative and all Cooperative members with pending purchases or seeking to purchase from my company if my company or an owner or principal is later listed on the government-wide exclusions in SAM, or is debarred, suspended, or otherwise excluded by agencies or declared ineligible under any statutory or regulatory authority.

By signature below, I certify that the above is true, complete and accurate and that I am authorized by my company to make this certification.

Library Interiors of Texas

Company Name

Signature of Authorized Company Official

David W. Gaskins

Printed Name



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## **RESIDENT / NONRESIDENT CERTIFICATION**

Chapter 2252, Subchapter A, of the Texas Government Code establishes certain requirements applicable to proposers who are not Texas residents. Under the statute, a "resident" proposer is a person whose principal place of business is in Texas, including a contractor whose ultimate parent company or majority owner has its principal place of business in Texas. A "nonresident" proposer is a person who is not a Texas resident. Please indicate the status of your company as a "resident" proposer or a "nonresident" proposer under these definitions.

Please check (✓) one of the following:

☒ I certify that my company is a **Resident Proposer**.

☐ I certify that my company is a **Nonresident Proposer**.

If your company is a Nonresident Proposer, you must provide the following information for your resident state (the state in which your company's principal place of business is located):

\_\_\_\_\_  
Company Name

\_\_\_\_\_  
Address

\_\_\_\_\_  
City

\_\_\_\_\_  
State

\_\_\_\_\_  
Zip Code

A. Does your resident state require a proposer whose principal place of business is in Texas to under-price proposers whose resident state is the same as yours by a prescribed amount or percentage to receive a comparable contract?  
☐ Yes ☐ No

B. What is the prescribed amount or percentage? \$ \_\_\_\_\_ or \_\_\_\_\_ %

## **VENDOR EMPLOYMENT CERTIFICATION**

Section 44.031(b) of the Texas Education Code establishes certain criteria that a school district must consider when determining to whom to award a contract. Among the criteria for certain contracts is whether the vendor or the vendor's ultimate parent or majority owner (i) has its principal place of business in Texas; or (ii) employs at least 500 people in Texas.

If neither your company nor the ultimate parent company or majority owner has its principal place of business in Texas, does your company, ultimate parent company, or majority owner employ at least 500 people in Texas?

Please check (✓) one of the following:

☐ Yes ☒ No

By signature below, I certify that the information in Sections 1 (*Resident/Nonresident Certification*) and 2 (*Vendor Employment Certification*) above is true, complete and accurate and that I am authorized by my company to make this certification.

Library Interiors Of Texas

\_\_\_\_\_  
Company Name

  
\_\_\_\_\_  
Signature of Authorized Company Official

David W. Gaskins

\_\_\_\_\_  
Printed Name





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### **NO ISRAEL BOYCOTT CERTIFICATION**

Effective September 1, 2017, a Texas governmental entity may not enter into a contract with a company for goods or services unless the contract contains a written verification from the company that it: (1) does not boycott Israel; and (2) will not boycott Israel during the term of the contract. (TEX. GOV'T CODE Ch. 2270)

"Boycott Israel" means refusing to deal with, terminating business activities with, or otherwise taking any action that is intended to penalize, inflict economic harm on, or limit commercial relations specifically with Israel, or with a person or entity doing business in Israel or in an Israeli-controlled territory, but does not include an action made for ordinary business purposes. TEX. GOV'T CODE §808.001(1).

By signature below, I certify and verify that Vendor does not boycott Israel and will not boycott Israel during the term of any contract awarded under this Proposal Invitation, that this certification is true, complete and accurate, and that I am authorized by my company to make this certification.

Library Interiors Of Texas

Company Name

Signature of Authorized Company Official

David W. Gaskins

Printed Name

### **NO EXCLUDED NATION OR FOREIGN TERRORIST ORGANIZATION CERTIFICATION**

Effective September 1, 2017, Chapter 2252 of the Texas Government Code provides that a Texas governmental entity may not enter into a contract with a company engaged in active business operations with Sudan, Iran, or a foreign terrorist organization – specifically, any company identified on a list prepared and maintained by the Texas Comptroller under Texas Government Code §§806.051, 807.051, or 2252.153. (A company that the U.S. Government affirmatively declares to be excluded from its federal sanctions regime relating to Sudan, Iran, or any federal sanctions regime relating to a foreign terrorist organization is not subject to the contract prohibition.)

By signature below, I certify and verify that Vendor is not on the Texas Comptroller's list identified above; that this certification is true, complete and accurate; and that I am authorized by my company to make this certification.

Library Interiors Of Texas

Company Name

Signature of Authorized Company Official

David W. Gaskins

Printed Name



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## **HISTORICALLY UNDERUTILIZED BUSINESS CERTIFICATION**

A proposer that has been certified as a Historically Underutilized Business (also known as a Minority/Women Business Enterprise or "MWBE" and all referred to in this form as a "HUB") is encouraged to indicate its HUB certification status when responding to this Proposal Invitation. The electronic catalogs will indicate HUB certifications for vendors that properly indicate and document their HUB certification on this form.

Please check (✓) all that apply:

☒

I certify that my company has been certified as a HUB in the following categories:

☒

**Minority Owned Business**

☒

**Women Owned Business**

☐

**Service-Disabled Veteran Owned Business (veteran defined by 38 U.S.C. §101(2), who has a service-connected disability as defined by 38 U.S.C. § 101(16), and who has a disability rating of 20% or more as determined by the U. S. Department of Veterans Affairs or Department of Defense)**

**Certification Number:**

VS0000010106

**Name of Certifying Agency:**

City of Austin, Texas

☐

My company has **NOT** been certified as a HUB.

By signature below, I certify that the above is true, complete and accurate and that I am authorized by my company to make this certification.

**Library Interiors of Texas**

Company Name

David W. Gaskins

Printed Name

Signature of Authorized Company Official





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## **CONSTRUCTION-RELATED GOODS AND SERVICES AFFIRMATION**

A contract awarded under this Proposal Invitation covers only the specific goods and services awarded by the BuyBoard. As explained in the BuyBoard Procurement and Construction Related Goods and Services Advisory for Texas Members ("Advisory"), **Texas law prohibits the procurement of architecture or engineering services through a purchasing cooperative. This BuyBoard contract does not include such services. Architecture or engineering services must be procured by a Cooperative member separately, in accordance with the Professional Services Procurement Act (Chapter 2254 of the Texas Government Code) and other applicable law and local policy.**

The Advisory, available at [buyboard.com/Vendor/Resources.aspx](http://buyboard.com/Vendor/Resources.aspx), provides an overview of certain legal requirements that are potentially relevant to a Cooperative member's procurement of construction or construction-related goods and services, including those for projects that may involve or require architecture, engineering or independent testing services. A copy of the Advisory can also be provided upon request.

By signature below, the undersigned affirms that Proposer has obtained a copy of the Advisory, has read and understands the Advisory, and is authorized by Proposer to make this affirmation. If Proposer sells construction-related goods or services to a Cooperative member under a BuyBoard contract awarded under this Proposal Invitation, Proposer will comply with the Advisory and applicable legal requirements, make a good faith effort to make its Cooperative member customers or potential Cooperative member customers aware of such requirements, and provide a Cooperative member with a copy of the Advisory before executing a Member Construction Contract with the member or accepting the member's purchase order for construction-related goods or services, whichever comes first.

Library Interior of Texas

Company Name

Signature of Authorized Company Official

David W. Gaskins

Printed Name

8/24/18

Date



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## **DEVIATION AND COMPLIANCE**

If your company intends to deviate from the General Terms and Conditions, Proposal Specifications or other requirements associated with this Proposal Invitation, you **MUST** list all such deviations on this form, and provide complete and detailed information regarding the deviations on this form or an attachment to this form. The Cooperative will consider any deviations in its contract award decision, and reserves the right to accept or reject a proposal based upon any submitted deviation.

In the absence of any deviation identified and described in accordance with the above, your company must fully comply with the General Terms and Conditions, Proposal Specifications and all other requirements associated with this Proposal Invitation if awarded a contract under this Proposal Invitation. A deviation will not be effective unless accepted by the Cooperative. The Cooperative may, in its sole discretion, seek clarification from and/or communicate with Proposer(s) regarding any submitted deviation, consistent with general procurement principles of fair competition. The Cooperative reserves the right to accept or reject a proposal based upon any submitted deviation.

Please check (✓) one of the following:

- ☒ **No;** Deviations  
☐ **Yes;** Deviations

List and fully explain any deviations you are submitting:

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### **PLEASE PROVIDE THE FOLLOWING INFORMATION:**

1. Shipping Via: ☒ Common Carrier ☒ Company Truck ☒ Prepaid and Add to Invoice ☒ Other:

**FOB/Shipping Point**

2. Payment Terms: ☒ Net 30 days ☐ 1% in 10/Net 30 days ☐ Other:

3. Number of Days for Delivery: 30-60 ARO

4. Vendor Reference/Quote Number: DWG082318

5. State your return policy: \_\_\_\_\_

Must be approved by us in writing, must be new & unused, in original packing, shipped to location as directed by us. Credit less restocking charge will apply.

6. Are electronic payments acceptable? ☒ Yes ☐ No

7. Are credit card payments acceptable? ☐ Yes ☒ No

**Library Interiors of Texas**

Company Name

Signature of Authorized Company Official

**David W. Gaskins**

Printed Name



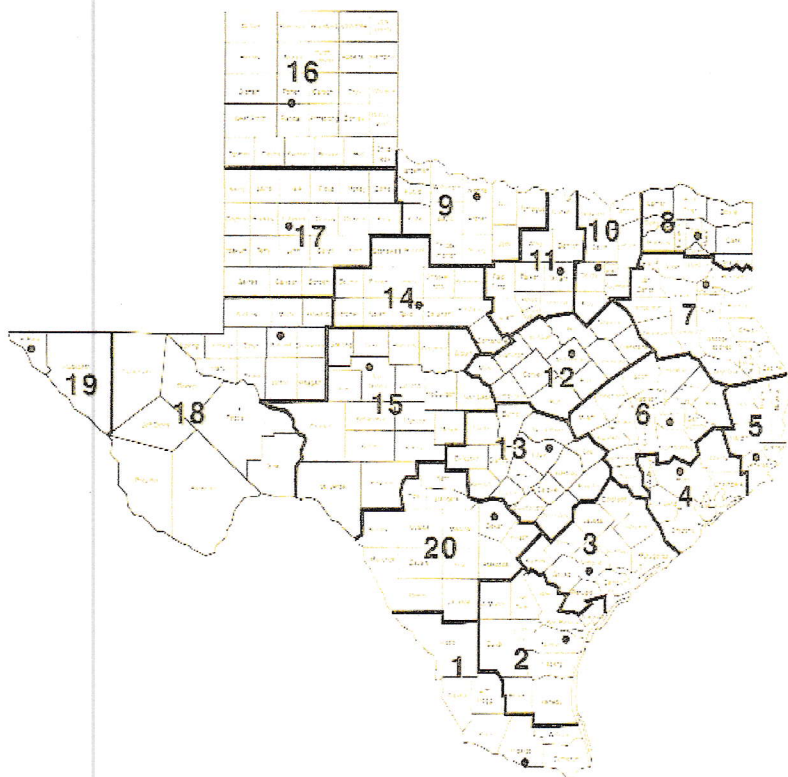


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## TEXAS REGIONAL SERVICE DESIGNATION

The Cooperative (referred to as "Texas Cooperative" in this form and in the State Service Designation form) offers vendors the opportunity to service its members throughout the entire State of Texas. If you do not plan to service all Texas Cooperative members statewide, you **must** indicate the specific regions you will service on this form. ***If you propose to serve different regions for different products or services included in your proposal, you must complete and submit a separate Texas Regional Service Designation form for each group of products and clearly indicate the products or services to which the designation applies in the space provided at the end of this form. By designating a region or regions, you are certifying that you are authorized and willing to provide the proposed products and services in those regions. Designating regions in which you are either unable or unwilling to provide the specified products and services shall be grounds for either rejection of your proposal or, if awarded, termination of your Contract.*** Additionally, if you do not plan to service Texas Cooperative members (i.e., if you will service only states other than Texas), you must so indicate on this form.

### Regional Education Service Centers



- ☒ **I will service Texas Cooperative members statewide.**
- ☐ **I will not service Texas Cooperative members statewide. I will only service members in the regions checked below:**

#### Region      Headquarters

- |                          |    |                |
|--------------------------|----|----------------|
| <input type="checkbox"/> | 1  | Edinburg       |
| <input type="checkbox"/> | 2  | Corpus Christi |
| <input type="checkbox"/> | 3  | Victoria       |
| <input type="checkbox"/> | 4  | Houston        |
| <input type="checkbox"/> | 5  | Beaumont       |
| <input type="checkbox"/> | 6  | Huntsville     |
| <input type="checkbox"/> | 7  | Kilgore        |
| <input type="checkbox"/> | 8  | Mount Pleasant |
| <input type="checkbox"/> | 9  | Wichita Falls  |
| <input type="checkbox"/> | 10 | Richardson     |
| <input type="checkbox"/> | 11 | Fort Worth     |
| <input type="checkbox"/> | 12 | Waco           |
| <input type="checkbox"/> | 13 | Austin         |
| <input type="checkbox"/> | 14 | Abilene        |
| <input type="checkbox"/> | 15 | San Angelo     |
| <input type="checkbox"/> | 16 | Amarillo       |
| <input type="checkbox"/> | 17 | Lubbock        |
| <input type="checkbox"/> | 18 | Midland        |
| <input type="checkbox"/> | 19 | El Paso        |
| <input type="checkbox"/> | 20 | San Antonio    |

### Library Interiors of Texas

Company Name

*DWG*

Signature of Authorized Company Official

David W. Gaskins

Printed Name

- ☐ I will not service members of the Texas Cooperative.



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## STATE SERVICE DESIGNATION

The Cooperative offers vendors the opportunity to service other governmental entities in the United States, including intergovernmental purchasing cooperatives such as the National Purchasing Cooperative BuyBoard. You must complete this form if you plan to service the entire United States, or will service only the specific states indicated. *(Note: If you plan to service Texas Cooperative members, be sure that you complete the Texas Regional Service Designation form.)*

***If you serve different states for different products or services included in your proposal, you must complete and submit a separate State Service Designation form for each group of products and clearly indicate the products or services to which the designation applies in the space provided at the end of this form. By designating a state or states, you are certifying that you are authorized and willing to provide the proposed products and services in those states. Designating states in which you are either unable or unwilling to provide the specified products and services shall be grounds for either rejection of your proposal or, if awarded, termination of your Contract.***

Please check (✓) all that apply:

☐ I will service all states in the United States.

☒ I will not service all states in the United States. I will service only the states checked below:

- |  |  |
|--|--|
| <input type="checkbox"/> Alabama   | <input type="checkbox"/> Nebraska              |
| <input type="checkbox"/> Alaska  | <input type="checkbox"/> Nevada                |
| <input checked="" type="checkbox"/> Arizona                              | <input type="checkbox"/> New Hampshire         |
| <input checked="" type="checkbox"/> Arkansas                             | <input type="checkbox"/> New Jersey            |
| <input type="checkbox"/> California (Public Contract Code 20118 & 20652) | <input checked="" type="checkbox"/> New Mexico |
| <input type="checkbox"/> Colorado  | <input type="checkbox"/> New York              |
| <input type="checkbox"/> Connecticut                                     | <input type="checkbox"/> North Carolina        |
| <input type="checkbox"/> Delaware  | <input type="checkbox"/> North Dakota          |
| <input type="checkbox"/> District of Columbia                            | <input type="checkbox"/> Ohio                  |
| <input type="checkbox"/> Florida   | <input type="checkbox"/> Oklahoma              |
| <input type="checkbox"/> Georgia   | <input checked="" type="checkbox"/> Oregon     |
| <input type="checkbox"/> Hawaii  | <input type="checkbox"/> Pennsylvania          |
| <input type="checkbox"/> Idaho   | <input type="checkbox"/> Rhode Island          |
| <input type="checkbox"/> Illinois  | <input type="checkbox"/> South Carolina        |
| <input type="checkbox"/> Indiana   | <input type="checkbox"/> South Dakota          |
| <input type="checkbox"/> Iowa  | <input type="checkbox"/> Tennessee             |
| <input type="checkbox"/> Kansas  | <input checked="" type="checkbox"/> Texas      |
| <input type="checkbox"/> Kentucky  | <input type="checkbox"/> Utah                  |
| <input checked="" type="checkbox"/> Louisiana                            | <input type="checkbox"/> Vermont               |
| <input type="checkbox"/> Maine   | <input type="checkbox"/> Virginia              |
| <input type="checkbox"/> Maryland  | <input type="checkbox"/> Washington            |
| <input type="checkbox"/> Massachusetts                                   | <input type="checkbox"/> West Virginia         |
| <input type="checkbox"/> Michigan  | <input type="checkbox"/> Wisconsin             |
| <input type="checkbox"/> Minnesota                                       | <input type="checkbox"/> Wyoming               |
| <input type="checkbox"/> Mississippi                                     |  |
| <input type="checkbox"/> Missouri  |  |
| <input type="checkbox"/> Montana   |  |



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This form will be used to ensure that you can service other governmental entities throughout the United States as indicated. Your signature below confirms that you understand your service commitments during the term of a contract awarded under this proposal.

**Library Interiors of Texas**

A handwritten signature in black ink, appearing to read "DWG", followed by a horizontal line.

Signature of Authorized Company Official

Company Name

**David W. Gaskins**

Printed Name

If this State Service Designation form applies to only one or some of the products and services proposed by Vendor, list the products and services to which this form applies here:

**All products & services available in the States designated.**

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7. This Agreement shall be governed and construed in accordance with the laws of the State of Rhode Island and venue for any dispute shall lie in the federal district court of Alexandria, Virginia.

8. Vendor acknowledges and agrees that the award of a Piggy-Back Award is within the sole discretion of National Cooperative, and that this Agreement does not take effect unless and until National Cooperative awards Vendor a Piggy-Back Award and the BuyBoard Administrator notifies Vendor in writing of such Piggy-Back Award as provided for herein.

WHEREFORE, by signing below Vendor agrees to the foregoing and warrants that it has the authority to enter into this Agreement.

**Library Interiors of Texas**

Name of Vendor

A handwritten signature in black ink, appearing to read "DWG", written over a horizontal line.

Signature of Authorized Company Official

**584-19**

Proposal Invitation Number

**David W. Gaskins**

Printed Name of Authorized Company Official

**8/24/18**

Date



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## **FEDERAL AND STATE/PURCHASING COOPERATIVE EXPERIENCE**

The Cooperative strives to provide its members with the best services and products at the best prices available from vendors with the technical resources and ability to serve Cooperative members. Please respond to the following questions.

1. Provide the dollar value of sales to or through purchasing cooperatives at or based on an established catalog or market price during the previous 12-month period or the last fiscal year: \$ \$300,000.00. (The period of the 12 month period is 7/31/2017 / 8/1/2018). In the event that a dollar value is not an appropriate measure of the sales, provide and describe your own measure of the sales of the item(s).
2. By submitting a proposal, you agree that, based on your written discounting policies, the discounts you offer the Cooperative are equal to or better than the best price you offer other purchasing cooperatives for the same items under equivalent circumstances.
3. Provide the information requested below for other purchasing cooperatives for which Proposer currently serves, or in the past has served, as an awarded vendor. Rows should be added to accommodate as many purchasing cooperatives as required.

PURCHASING GROUP	CURRENT VENDOR? (Y/N)	FORMER VENDOR (Y/N)? – IF YES, LIST YEARS AS VENDOR	AWARDED COMMODITY CATEGORY(IES)
1. Federal General Services Administration			
2. T-PASS (State of Texas)			
3. U.S. Communities Purchasing Alliance			
4. National IPA/TCPN			
5. Houston-Galveston Area Council (HGAC)			
6. National Joint Powers Alliance (NJPA)			
7. E&I Cooperative			
8. The Interlocal Purchasing System (TIPS)			
9. Other	Y	Choice Partners-8+ years	Furniture

☐ **MY COMPANY DOES NOT CURRENTLY HAVE ANY OF THE ABOVE OR SIMILAR TYPE CONTRACTS.**

### **CURRENT BUYBOARD VENDORS**

If you are a current BuyBoard vendor in the same contract category as proposed in this Proposal Invitation, indicate the discount for your current BuyBoard contract and the proposed discount in this Proposal. Explain any difference between your current and proposed discounts.

**Current Discount (%):** Varies by vendor

**Proposed Discount (%):** varies by vender

**Explanation:** Price increases, and/or company megers, and/or changes in pricing structures



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---

By signature below, I certify that the above is true, complete and accurate and that I am authorized by my company to make this certification.

Library Interiors of Texas

Company Name

A handwritten signature in black ink, appearing to read "DWG", written over a horizontal line.

Signature of Authorized Company Official

David W. Gaskins

Printed Name



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## **GOVERNMENTAL REFERENCES**

For your Proposal to be considered, you must supply a minimum of five (5) individual governmental entity references. The Cooperative may contact any and all references provided as part of the Proposal evaluation. Provide the information requested below, including the existing price/discounts you offer each customer. The Cooperative may determine whether prices/discounts are fair and reasonable by comparing prices/discounts stated in your Proposal with the prices/discounts you offer other governmental customers. Attach additional pages if necessary.

<b>Entity Name</b>	<b>Contact</b>	<b>Phone#</b>	<b>Email Address</b>	<b>Discount</b>	<b>Quantity/ Volume</b>
1. See attached List-Page 28-ADD "Governmental References"					

2. \_\_\_\_\_

3. \_\_\_\_\_

4. \_\_\_\_\_

5. \_\_\_\_\_

Do you ever modify your written policies or standard governmental sales practices as identified in the above chart to give better discounts (lower prices) than indicated? **YES** ☐ **NO** ☒ If YES, please explain:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

By signature below, I certify that the above is true and correct and that I am authorized by my company to make this certification.

**Library Interiors of Texas**

Company Name

Signature of Authorized Company Official

**David W. Gaskins**

Printed Name



## **Governmental References**

**Institution: Texas A&M University – College Station**

Address: Medical Science Library  
4462 TAMU  
College Station TX 77843-4462  
Contact: Esther Carrigan Title: Professor  
979-845-7540  
ecarrigan@library.tamu.edu  
Spend: \$1,915,000

**Institution: Texas A&M University - Corpus Christi**

Address: Mary and Jeff Bell Library  
6300 Ocean Drive #5702  
Corpus Christi, TX 78412  
Contact: Catherine Rudowsky Title: Library Director  
361-825-2644  
catherine.rudowsky@tamucc.edu  
Spend: \$1,835,000

**Institution: City of Brownsville**

Address: Brownsville Public Library System  
2600 Central Blvd,  
Brownsville, TX 78520  
Contact: Juan Guerra Title: Library Director  
956-481-1055 ext. 2125  
juan@bpl.us  
Spend: \$1,115,000

**Institution: City of Pflugerville**

Address: Pflugerville Public Library  
1008 W. Pfluger  
Pflugerville, TX 78660  
Contact: Jennifer Coffey Title: Library Director  
512-990-6376  
jenniferc@pflugervilletx.gov  
Spend: \$775,000

**Institution: City of Arlington**

Address: Arlington Library  
101 S Center Street  
Arlington, TX 76010  
Contact: Lee Shqeir Title: Library Business Administrator  
817-459-6903  
Lee.Shqeir@arlingtontx.gov  
Spend: \$765,000





# **MARKETING PLAN FOR BUYBOARD 2016**

## **By Library Interiors of Texas**

Working closely with BuyBoard, we will identify and mutually develop the proper strategy for marketing this Contract. Clearly it will involve a number of actions: An announcement, made by BuyBoard, publicizing the scope and breadth of the Contract, would probably be the first step. This announcement should contain the complete contact information for Library Interiors of Texas' (LI -TX) staff. The above should also be sent to the key staff members of each government entity. Concurrently we will be sending to each government entity, information on the products or services to be supplied by us under the Contract. Each of these marketing pieces will be followed up via personal visit, phone call, and/or email message to the decision-making person on the government entity's staff. This marketing effort will be followed up with a prompt and vigorous Sales Plan and Training Plan.

In addition to the above, Library Interiors of Texas will continue with their general strategic marketing to our core market of Public/Corporate/University & Educational Libraries, emphasizing our association with BuyBoard. This will include, but is not limited to:

- A. The regularly updated LI -TX website - [www.libraryinteriorsoftexas.com](http://www.libraryinteriorsoftexas.com)
- B. Inclusion in the Librarian's Yellow Pages
- C. Regular space advertising in Trade Journals such as the Texas Library Journal (TLJ)
- D. Attendance at the annual state exhibition, the Texas Library Association (TLA)
- E. Corporate membership of The Texas Library Association (TLA)
- F. Distribution of our corporate binders and brochures to architects, library designers and other library professionals



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### **B. Copyright Information**

Does your Proposal (including forms, documentation, or other materials submitted with the Proposal) contain copyright information?

Please check (✓) one of the following:



**NO**, Proposal (including forms, documentation, or other materials submitted with the Proposal) does not contain copyright information.



**YES**, Proposal (including forms, documentation, or other materials submitted with the Proposal) does contain copyright information.

If you responded "YES", identify below the specific documents or pages containing copyright information.

Copyright Information: \_\_\_\_\_

*(Attach additional sheets if needed.)*

### **C. Consent to Release Confidential/Proprietary/Copyright Information to BuyBoard Members**

BuyBoard members (Cooperative and nonprofit members) seeking to make purchases through the BuyBoard may wish to view information included in the Proposals of awarded Vendors. If you identified information on this form as confidential, proprietary, or subject to copyright, and you are awarded a BuyBoard contract, your acceptance of the BuyBoard contract award constitutes your consent to the disclosure of such information to BuyBoard members, including posting of such information on the secure BuyBoard website for members. Note: Neither the Cooperative nor its Administrator will be responsible for the use or distribution of information by BuyBoard members or any other party.

### **D. Consent to Release Proposal Tabulation**

Notwithstanding anything in this Confidential/Proprietary Information form to the contrary, by submitting a Proposal, Vendor consents and agrees that, upon Contract award, the Cooperative may publically release, including posting on the public BuyBoard website, a copy of the proposal tabulation for the Contract including Vendor name; proposed catalog/pricelist name(s); proposed percentage discount(s), hourly labor rate(s), or other specified pricing; and Vendor award or non-award information.

By signature below, I certify that the information in this form is true, complete, and accurate and that I am authorized by my company to make this certification and all consents and agreements contained herein.

**Library Interiors of Texas**

Company Name

Signature of Authorized Company Official

**David W. Gaskins**

Printed Name

**8/24/18**

Date

## Request for Taxpayer Identification Number and Certification

Give Form to the  
requester. Do not  
send to the IRS.

Print or type  
See Specific Instructions on page 2.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank. Library Interiors of Texas, LLC	
2 Business name/disregarded entity name, if different from above	
3 Check appropriate box for federal tax classification; check only <b>one</b> of the following seven boxes: <input type="checkbox"/> Individual/sole proprietor or single-member LLC <input checked="" type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) ▶ S <b>Note.</b> For a single-member LLC that is disregarded, do not check LLC; check the appropriate box in the line above for the tax classification of the single-member owner. <input type="checkbox"/> Other (see instructions) ▶	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from FATCA reporting code (if any) _____ <small>(Applies to accounts maintained outside the U.S.)</small>
5 Address (number, street, and apt. or suite no.) 401 Congress Avenue, Suite 1540	Requester's name and address (optional)
6 City, state, and ZIP code Austin, TX 78701	
7 List account number(s) here (optional)	

### Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

**Note.** If the account is in more than one name, see the instructions for line 1 and the chart on page 4 for guidelines on whose number to enter.

Social security number								
			-				-	
or								
Employer identification number								
2	6		-	0	6	8	4	8 5 1

### Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

**Certification instructions.** You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions on page 3.

Sign  
Here

Signature of  
U.S. person ▶

Date ▶ 05/05/2017

### General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

**Future developments.** Information about developments affecting Form W-9 (such as legislation enacted after we release it) is at [www.irs.gov/fw9](http://www.irs.gov/fw9).

#### Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following:

- Form 1099-INT (interest earned or paid)
- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)

- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See *What is backup withholding?* on page 2.

By signing the filled-out form, you:

- Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
- Certify that you are not subject to backup withholding, or
- Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income, and
- Certify that FATCA code(s) entered on this form (if any) indicating that you are exempt from the FATCA reporting, is correct. See *What is FATCA reporting?* on page 2 for further information.





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## **VENDOR BUSINESS NAME**

By submitting a Proposal, Proposer is seeking to enter into a legal contract with the Cooperative. As such, a Proposer must be an individual or legal business entity capable of entering into a binding contract. Proposers, must completely and accurately provide the information requested below or your Proposal may be deemed non-responsive.

**Name of Proposing Company:** Library Interiors of Texas

*(List the **legal** name of the company seeking to contract with the Cooperative. Do **NOT** list an assumed name, dba, aka, etc. here. Such information may be provided below. If you are submitting a joint proposal with another entity to provide the same proposed goods or services, each submitting entity should complete a separate vendor information form. Separately operating legal business entities, even if affiliated entities, which propose to provide goods or services separately must submit their own Proposals.)*

Please check (✓) one of the following:

### **Type of Business:**

Individual/Sole Proprietor \_\_\_\_\_

Corporation \_\_\_\_\_

Limited Liability Company ☒ \_\_\_\_\_

Partnership \_\_\_\_\_

Other \_\_\_\_\_

If other, identify \_\_\_\_\_

**State of Incorporation** (if applicable): Texas

**Federal Employer Identification Number:** 26-0684851

*(Vendor must include a completed **IRS W-9** form with their proposal)*

List the Name(s) by which Vendor, if awarded, wishes to be identified on the BuyBoard: *(Note: If different than the Name of Proposing Company listed above, only valid trade names (dba, aka, etc.) of the Proposing Company may be used and a copy of your Assumed Name Certificate(s), if applicable, must be attached.)*

Library Interiors of Texas



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## 12. General Compliance and Cooperation with Cooperative Members:

In addition to the foregoing specific requirements, Vendor agrees, in accepting any Purchase Order from a Cooperative member, it shall make a good faith effort to work with Cooperative members to provide such information and to satisfy such requirements as may apply to a particular Cooperative member purchase or purchases including, but not limited to, applicable recordkeeping and record retention requirements.

Vendor Certification Item No.	Vendor Certification: YES, I agree or NO, I do NOT agree	Initial
1. Vendor Violation or Breach of Contract Terms	YES	DWG
2. Termination for Cause or Convenience	YES	DWG
3. Equal Employment Opportunity	YES	DWG
4. Davis-Bacon Act	YES	DWG
5. Contract Work Hours and Safety Standards Act	YES	DWG
6. Right to Inventions Made Under a Contract or Agreement	YES	DWG
7. Clean Air Act and Federal Water Pollution Control Act	YES	DWG
8. Debarment and Suspension	YES	DWG
9. Byrd Anti-Lobbying Amendment	YES	DWG
10. Procurement of Recovered Materials	YES	DWG
11. Profit as a Separate Element of Price	YES	DWG
12. General Compliance and Cooperation with Cooperative Members	YES	DWG

By signature below, I certify that the information in this form is true, complete, and accurate and that I am authorized by my company to make this certification and all consents and agreements contained herein.

**Librarty Interiors of Texas**

Company Name

Signature of Authorized Company Official

**David W. Gaskins**

Printed Name





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## **PROPOSAL INVITATION QUESTIONNAIRE**

The Cooperative will use your responses to the questions below in evaluating your Proposal and technical and financial resources to provide the goods and perform the services ("Work") under the BuyBoard contract contemplated by this Proposal Invitation ("Contract"). Proposers must fully answer each question, numbering your responses to correspond to the questions/numbers below. Proposers must complete below or attach your responses to this questionnaire, sign where indicated below, and submit the signed questionnaire and your responses to all questions in one document with your Proposal. **You must submit the signed questionnaire and responses with your Proposal or the Proposal will not be considered.**

1. List the number of years Proposer has been in business and former business names (if applicable). Note whether your company is currently for sale or involved in any transaction that would significantly alter its business or result in acquisition by another entity.

Library Interiors of Texas has been in business in Texas for more than 10 years.

Companies is not currently for sale nor involved in any transaction that would significantly alter its business or result in acquisition by another entity.

2. Describe the resources Proposer has to manage staff and successfully perform the Work contemplated under this Contract. State the number and summarize the experience of company personnel who may be utilized for the Work, including those who will be available to Cooperative members for assistance with project development, technical issues, and product selection for Work associated with this Contract.

Trevor Taylor: More than 30 years experience in furniture design & supply.

Dave Gaskins: More than 20 years experience in furniture design & supply.

Michael Taylor: More than 10 years experience in furniture design & supply.

3. Describe Proposer's financial capability to perform the Contract. State or describe the firm's financial strength and rating, bonding capacity, and insurance coverage limits. State whether the firm, or any of the firm's past or present owners, principal shareholders or stockholders, or officers, have been a debtor party to a bankruptcy, receivership, or insolvency proceeding in the last 7 years, and identify any such debtor party by name and relationship to or position with your firm.

Financial position is solid and debt free with exceptional bonding & insurance capacity. Never in bankruptcy, receivership nor insolvency.



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4. Does your company have any outstanding financial judgments and/or is it currently in default on any loan or financing agreement? If so, provide detailed information on the nature of such items and prospects for resolution.

No.

5. List all contracts, if any, in the last 10 years on which Proposer has defaulted, failed to complete or deliver the work, or that have been terminated for any reason. For each such contract, provide the project name, scope, value and date and the name of the procuring entity. Fully explain the circumstances of the default, failure to complete or deliver the work, or termination.

None.

6. List all litigation or other legal proceedings (including arbitration proceedings), if any, in the last 10 years brought against your firm, or any of the firm's past or present owners, principal shareholders or stockholders, officers, agents or employees, that relates to or arises from a contract similar to this Contract or the work contemplated under this Contract. Provide the style of the lawsuit or proceeding (name of parties and court or tribunal in which filed), nature of the claim, and resolution or current status.

None.

**By signature below, I certify that the information contained in and/or attached to this Proposal Invitation Questionnaire in response to the above questions is true and correct and that I am authorized by my company to make this certification.**

**Library Interiors of Texas**

Company Name

Signature of Authorized Company Official



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## **REQUIRED FORMS CHECKLIST**

(Please check (✓) the following)

- ☒ Completed: **Proposer's Agreement and Signature**
- ☒ Completed: **Vendor Contact Information**
- ☒ Completed: **Felony Conviction Disclosure and Debarment Certification**
- ☒ Completed: **Resident/Nonresident Certification**
- ☒ Completed: **No Israel Boycott Certification**
- ☒ Completed: **No Excluded Nation or Foreign Terrorist Organization Certification**
- ☒ Completed: **Historically Underutilized Business (HUB) Certification**
- ☒ Completed: **Construction Related Goods and Services Affirmation**
- ☒ Completed: **Deviation/Compliance**
- ☒ Completed: **Location/Authorized Seller Listings**
- ☒ Completed: **Manufacturer Dealer Designation**
- ☒ Completed: **Texas Regional Service Designation**
- ☒ Completed: **State Service Designation**
- ☒ Completed: **National Purchasing Cooperative Vendor Award Agreement**
- ☒ Completed: **Federal and State/Purchasing Cooperative Experience**
- ☒ Completed: **Governmental References**
- ☒ Completed: **Marketing Strategy**
- ☒ Completed: **Confidential/Proprietary Information**
- ☒ Completed: **Vendor Business Name with IRS Form W-9**
- ☒ Completed: **EDGAR Vendor Certification**
- ☒ Completed: **Proposal Invitation Questionnaire**
- ☒ Completed: **Required Forms Checklist**
- ☒ Completed: **Proposal Specification Form with Catalogs/Pricelists and Evaluation Items**

*\*Catalogs/Pricelists must be submitted with proposal response or response will not be considered.*



**Proposal No. 584-19-Furniture for School, Office, Science, Library and Dormitory**

**EVALUATION ITEMS**

**EVALUATION ITEMS:** This information will be used only for purposes of assisting in the evaluation of Vendor's price competitiveness. These items will not be individually awarded. THE FOLLOWING EVALUATION ITEMS MUST BE COMPLETED FOR EITHER THE AS SPECIFIED OR ALTERNATE PRODUCT. Equal alternates may be submitted in the proper columns only if you do not sell the specific product listed. This form must be fully completed and returned or PROPOSAL RESPONSE WILL NOT BE CONSIDERED. Vendors that do not offer any of the evaluation or alternate items listed below shall submit a written explanation to request exemption from this requirement. The Cooperative may determine, in its sole discretion, whether or not to exempt a vendor from this requirement based on all information provided with the proposal response.

Item No.	Specified Brand	Short Description	Full Description and Unit of Measure	AS SPECIFIED Indicate Unit Price as stated in your company's catalog/pricelist	AS SPECIFIED Indicate Discount (as stated in your company's proposal response)	AS SPECIFIED Calculated Buyboard Price (catalog/pricelist price less discount stated = Buyboard Price)	EQUAL ALTERNATE Indicate Brand and Model Number and Catalog Page No.	EQUAL ALTERNATE Indicate Unit Price as stated in your company's catalog/pricelist	EQUAL ALTERNATE Indicate Discount (as stated in your company's proposal response)	EQUAL ALTERNATE Calculated Buyboard Price (catalog/pricelist price less discount stated = Buyboard)
1	American Seating	Stellar 216	Seating for auditoriums, arenas and suites in the education, sports, performing arts, and places of worship.	Not Available			AmSeCo #AN-20 page 31	\$798.00	-40%	\$478.80
2	Midwest	Cafeteria Table	Round; 60"; Chrome Legs; 29"h	Not Available			Smith FL60HRx2 page 136	\$1998.00	-30%	\$1398.60
3	Hon	Hon 2090 Series	Executive Chair, High-Back, Leather, 360 Degree Swivel, Tilt Tension and Lock, Five-Star Base, Black	Not Available			HPFI 1121 page 227	\$3030.00	-43%	\$1727.10
4	Virco	785 Series	Open Front School Desk - Metal Book Box - Fiberboard Top	Not Available			Smith 04500 page 76	\$340.00	-30%	\$238.00
5	Diversified Woodcrafts	Lab Workstation	Octagon Science Lab Workstation - Drawer Base (56" Diameter)	\$8153.00	-38%	\$5054.86				
6	Hon	10700 Series	Modular Furniture, Right Pedestal Credenza, 72w x 24d x 29-1/2h, Bourbon Cherry	Not Available			Smith 26158 page 264	\$905.00	-30%	\$633.50
7	Global	9300P Series	Lateral File Cabinet, 42" Wide, 4-Drawer, Black	Not Available			Compatico SW1704.42 page	\$2539.00	-40%	\$1523.40
8	Lyon	5222SU	Set-Up Locker - 2 Compartment Double Tier 12"w x 18"d x 36"h	Not Available			Great Openings 3NH7 page	\$1286	-30%	\$900.20
9	Correll	CF2460P	60" Folding Table with 5/8" thick High-pressure Laminate Top	Not Available			Smith FL2460 page 136	\$949.00	-30%	\$664.30
10	Coaster	5631Q	Stuart Cappuccino Brown Queen Dormitory Platform Bed	Not Available			Not Available			





## Proposal Invitation No. 584-19-Furniture for School, Office, Science, Library and Dormitory

(Catalogs/Pricelists must be submitted with Proposal or Proposal will not be considered<sup>1</sup>.)

**NOTE 1: Vendors proposing various manufacturer product lines per line item on the Proposal Specification Form must submit the information as follows or proposal may not be considered:**

☐ Manufacturers shall be listed in alphabetical order

☐ Vendor's must list one specific percentage discount for each Manufacturer listed.

**If a vendor's response to Proposal Specification Form states "please see attachment sheet," all manufacturers listed on the attachment sheet must indicate per manufacturer the line item that correlates to Proposal Specification Form or Vendor's proposal may not be considered.**

**NOTE 2: Vendors proposing must be approved by the manufacturer to sell, install, and service the brand of equipment submitted. Proposer's responding to this Proposal Invitation should submit an approval letter from each manufacturer. Manufacturer authorization letters must include the regions in which equipment may be sold.**

### Section I: Furniture

Item No.	Short Description	Full Description	State Percent (%) of Discount off Catalog/Pricelist <sup>1</sup>	State Name of Catalog/Pricelist <sup>1</sup>	Exceptions to Discount
1	Discount (%) Off Catalog/Pricelist for All Auditorium Seating Furniture	Please state the discount (%) off catalog/pricelist for <b>All Auditorium Seating Furniture. Catalog/Pricelist MUST be included or proposal will not be considered.</b>	See Attached _____%		
2	Discount (%) Off Catalog/Pricelist for All Library Furniture	Please state the discount (%) off catalog/pricelist for <b>All Library Furniture. Catalog/Pricelist MUST be included or proposal will not be considered.</b>	See Attached _____%		
3	Discount (%) Off Catalog/Pricelist for All Office Furniture	Please state the discount (%) off catalog/pricelist for <b>All Office Furniture. Catalog/Pricelist MUST be included or proposal will not be considered.</b>	See Attached _____%		
4	Discount (%) Off Catalog/Pricelist for All Classroom and School Furniture	Please state the discount (%) off catalog/pricelist for <b>All Classroom and School Furniture. Catalog/Pricelist MUST be included or proposal will not be considered.</b>	See Attached _____%		
5	Discount (%) Off Catalog/Pricelist for All Science Furniture	Please state the discount (%) off catalog/pricelist for <b>All Science Furniture. Catalog/Pricelist MUST be included or proposal will not be considered.</b>	See Attached _____%		

### PROPOSAL NOTE

1. Catalogs/Pricelists are required to be submitted with Proposal



## Proposal Invitation No. 584-19-Furniture for School, Office, Science, Library and Dormitory

Item No.	Short Description	Full Description	State Percent (%) of Discount off Catalog/Pricelist <sup>1</sup>	State Name of Catalog/Pricelist <sup>1</sup>	Exceptions to Discount
6	Discount (%) Off Catalog/Pricelist for All Cafeteria Furniture	Please state the discount (%) off catalog/pricelist for <b>All Cafeteria Furniture. Catalog/Pricelist MUST be included or proposal will not be considered.</b>	See Attached _____%		
7	Discount (%) Off Catalog/Pricelist for All Modular Furniture, New	Please state the discount (%) off catalog/pricelist for <b>All Modular Furniture (New). Catalog/Pricelist MUST be included or proposal will not be considered.</b>	See Attached _____%		
8	Discount (%) Off Catalog/Pricelist for All Modular Furniture, Refurbished	Please state the discount (%) off catalog/pricelist for <b>All Modular Furniture (Refurbished). Catalog/Pricelist MUST be included or proposal will not be considered.</b>	See Attached _____%		
9	Discount (%) Off Catalog/Pricelist for All Filing Cabinets	Please state the discount (%) off catalog/pricelist for <b>All Filing Cabinets. Catalog/Pricelist MUST be included or proposal will not be considered.</b>	See Attached _____%		
10	Discount (%) Off Catalog/Pricelist for All Lockers and Locker Products	Please state the discount (%) off catalog/pricelist for <b>All Lockers and Locker Products. Catalog/Pricelist MUST be included or proposal will not be considered.</b>	See Attached _____%		
11	Discount (%) Off Catalog/Pricelist for All Dormitory Furniture	Please state the discount (%) off catalog/pricelist for <b>All Dormitory Furniture. Catalog/Pricelist MUST be included or proposal will not be considered.</b>	See Attached _____%		
12	Discount (%) Off Catalog/Pricelist for All Courtroom Furniture	Please state the discount (%) off catalog/pricelist for <b>All Courtroom Furniture. Catalog/Pricelist MUST be included or proposal will not be considered.</b>	See Attached _____%		
13	Discount (%) Off Catalog/Pricelist for All Church and Religious Furniture	Please state the discount (%) off catalog/pricelist for <b>All Church and Religious Furniture. Catalog/Pricelist MUST be included or proposal will not be considered.</b>	See Attached _____%		

### **PROPOSAL NOTE**

1. Catalogs/Pricelists are required to be submitted with Proposal



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Item No.	Short Description	Full Description	State Percent (%) of Discount off Catalog/Pricelist <sup>1</sup>	State Name of Catalog/Pricelist <sup>1</sup>	Exceptions to Discount
14	Discount (%) Off Catalog/Pricelist for All Other Furniture	Please state the discount (%) off catalog/pricelist for <b>All Other Furniture. Catalog/Pricelist MUST be included or proposal will not be considered.</b>	See Attached _____%		
15	Discount (%) Off Catalog/Pricelist for All Moveable Walls and Partitions	Please state the discount (%) off catalog/pricelist for <b>All Moveable Walls and Partitions. Catalog/Pricelist MUST be included or proposal will not be considered.</b>	See Attached _____%		
16	Discount (%) Off Catalog/Pricelist for All Types of Acoustic Ceiling, Wall Panels and Related Materials	Please state the discount (%) off catalog/pricelist for <b>All Types of Acoustic Ceiling, Wall Panels and Related Materials. Catalog/Pricelist MUST be included or proposal will not be considered.</b>	N/A _____%		
17	Discount (%) Off Catalog/Pricelist for All Window Treatments	Please state the discount (%) off catalog/pricelist for <b>All Window Treatments. Catalog/Pricelist MUST be included or proposal will not be considered.</b>	N/A _____%		
<b>Section IV: Installation and Repair Service</b>			<b>Not to Exceed Hourly Labor Rate</b>	<b>Detailed Information on Labor Rate</b>	<b>Exceptions to Labor Rate</b>
18	Not to Exceed Hourly Labor Rate for Installation/Repair Service of All Types of Furniture	<b>Hourly Labor Rate for Installation/Repair Service of All Types of Furniture</b> -- State the Not to Exceed hourly labor rate for All Types of Furniture.	See Attached \$ _____/Hour		
19	State the Percent (%) Rate of Total Order for Installation of Furniture	<b>State the Percent (%) Rate of Total Order for Installation of Furniture</b> -- State the Not to Exceed percent (%) Rate of Total Order for Installation only of Furniture.	See Attached _____%		

### PROPOSAL NOTE

1. Catalogs/Pricelists are required to be submitted with Proposal



## Library Interiors of Texas

701 Bluebonnet Lane  
Temple, TX 76502  
David W. Gaskins  
254-654-2439 cell  
Dave@LI-TX.Com

## Vendors & Discounts

### BuyBoard 584-19

Manufacturer	For Item[s] #	Product Description	BuyBoard 2019
290 Signs	1 through 13	Signs, standard and custom for departments, doors and areas.	-25.0%
3Branch-Acrylic Division	1 through 13	Storage & display for all types of Media, furniture for education	-2.0%
3Branch-Furniture Division	1 through 13	Furniture, tables & other seating for MakerSpace & manipulatives	-25.0%
Agati Furniture	1 through 14	Furniture, tables & other seating for educational environments.	-30.0%
Allermuir	1 through 13	Furniture, tables & other seating for educational environments.	-25.0%
American Seating [AmSeCo] [>\$2k]	1 through 13	Furniture, tables & other seating for educational environments.	-40.0%
American Tables & Seating [ATS]	1 through 13	Furniture, tables & other seating for educational environments.	-5.0%
Arcadia Contract Furniture	1 through 13	Administrative & Office furniture, desks, tables & chairs.	-35.0%
Artopex Furniture	1 through 14	Administrative & Office furniture, desks, tables, screens & chairs.	-40.0%
BibloModel	1 through 13	Furniture for libraries: school, public and university.	-30.0%
Bold Furniture	1 through 14	Administrative & Office furniture, desks, tables, screens & chairs.	-35.0%
BuzziSpace Furniture	1 through 13	Furniture, tables & other seating for educational environments.	-30.0%
Chief Furniture	1 through 13	Furniture, tables & other seating for educational environments.	-35.0%
Community Seating	1 through 13	Furniture, tables & other seating for educational environments.	-35.0%
Compatico Furniture	1 through 13	Systems furniture, interchangeable with Herman Miller AO1 & AO2.	-40.0%
ConnecTrac	1 through 13	Power & data floor channel for educational furniture	-3.0%
Diversified Woodcrafts	1 through 13	Furniture, tables & other seating for educational environments.	-38.0%
ERG International	1 through 13	Furniture, tables & other seating for educational environments.	-35.0%
Estey Div., TENNSCO Corp.	1 through 13	Furniture for libraries: school, public and university.	-45.0%
Fresh Coast Furniture	1 through 13	Furniture, tables & other seating for educational environments.	-35.0%
Ghent Furniture	1 through 14	Administrative & Office furniture, desks, tables, screens & chairs.	-35.0%
Great Openings	1 through 13	Administrative & Office furniture, storage, files & lockers	-40.0%
Gressco Furniture	1 through 14	Early childhood furniture, puzzles and manipulatives.	-43.0%
Hag Furniture	1 through 13	Administrative & Office furniture, desks, tables & chairs.	-35.0%
High Point Furniture	1 through 14	Administrative & Office furniture, desks, tables, screens & chairs.	-43.0%
IntellaSpace Furniture Accessories	1 through 13	Computer accessories, keyboards, CPU holders & monitor mounts.	-35.0%
Jasper Chair	1 through 13	Chairs and Tables in solid oak or maple construction.	-40.5%
Jasper Seating [Jasper Group]	1 through 13	Furniture, tables & other seating for educational environments.	-35.0%
Jonti-Craft Furniture	1 through 14	Furniture, tables, chairs and storage for young children.	-8.0%
Keilhauer Furniture	1 through 13	Administrative & Office furniture, desks, tables & chairs.	-35.0%
KI [Krueger International]	1 through 14	Administrative & Office furniture, desks, tables & chairs.	-30.0%
Kingsley Furniture	1 through 13	Book Returns & Book Carts for indoor & outdoor usage.	-20.0%
Leland International Furniture	1 through 13	Tables & chairs for casual seating, lounge and reception areas.	-35.0%
Liat Furniture	1 through 13	Administrative & Office furniture, desks, tables & chairs.	-38.0%
Library Bureau Steel	1 through 13	Furniture for libraries: school, public and university.	-35.0%
Martin Battrud Contract Furniture	1 through 13	Administrative & Office furniture, desks, tables & chairs.	-35.0%
Media Technologies Furniture	1 through 14	Administrative & Office furniture, desks, tables, screens & chairs.	-35.0%
Montel	1 through 13	Furniture for libraries: school, public and university.	-40.0%
Muzo Furniture	1 through 14	Administrative & Office furniture, desks, tables, screens & chairs.	-35.0%
Neinkemper	1 through 13	Furniture for libraries: school, public and university.	-35.0%
Nevins Furniture	1 through 14	Tables & seating for educational environments.	-35.0%

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## Vendors & Discounts

### BuyBoard 584-19

OFS-Carolina	1 through 14	Administrative & Office furniture, desks, tables, screens & chairs.	-40.0%
Paladin Furniture	1 through 13	Furniture for libraries: school, public and university.	-35.0%
Palmer Hamilton "Nomad" Furniture	1 through 13	Furniture, tables & other seating for educational environments.	-35.0%
Palmieri Furniture	1 through 14	Administrative & Office furniture, desks, tables, screens & chairs.	-35.0%
Peter Pepper Furniture	1 through 13	Furniture for libraries: school, public and university.	-30.0%
RFM Seating	1 through 13	Furniture, tables & other seating for educational environments.	-30.0%
Sauder Educational Furniture	1 through 13	Furniture, tables & other seating for educational environments.	-20.0%
Smith System Furniture	1 through 13	Furniture, tables & other seating for educational environments.	-30.0%
SNAP!Office	1 through 13	Furniture, tables & other seating for educational environments.	-15.0%
Source International	1 through 13	Furniture, tables & other seating for educational environments.	-35.0%
Sparkeology Furniture	1 through 13	Furniture, tables & other seating for educational environments.	-30.0%
Surface Works Furniture	1 through 13	Computer accessories, keyboards, CPU holders & monitor mounts.	-35.0%
T2 Design Custom Furniture	1 through 13	Custom furniture, displays, casework and exhibit cases.	-30.0%
TENNSCO	1 through 13	Storage, lockers, shelving, files, racks, tables, work stations.	25.0%
Waddell Display Cases	1 through 13	Dividers & displays for offices, & educational facilities.	-35.0%
Worden Company, The	1 through 13	Furniture for libraries: school, public and university.	-40.0%
Notes:	Item #	Description	
	1	Stadium, Auditorium & Courtroom seating	
	2	Library Furniture	
	3	Office Furniture	
	4	School Furniture	
	5	Science Furniture	
	6	Modular Furniture	
	7	Modular Furniture, refurbished	
	8	Filing Cabinets	
	9	Lockers & Locker Products	
	10	Dormitory Furniture	
	11	Courtroom Furniture	
	12	Church & Religious Furniture	
	13	Other Furniture	
	14	Moveable Walls	
	15	Window Treatments	
		Installation <u>within</u> the state of Texas only:	
Install <\$10k Net Order	+25% in TX only; all others priced based on site evaluation, licensing/taxing requirements.		
Install >\$10k Net Order	+20% in TX only; all others priced based on site evaluation, licensing/taxing requirements.		
Install >\$20k Net Order	+15% in TX only; all others priced based on site evaluation, licensing/taxing requirements.		



12007 Research Boulevard • Austin, Texas 78759-2439 • PH: 800-695-2919 • FAX: 800-211-5454 • [www.buyboard.com](http://www.buyboard.com)

**THE LOCAL GOVERNMENT PURCHASING COOPERATIVE  
ADDENDUM No. 1**

**Proposal No. 584-19  
Furniture for School, Office, Science, Library and Dormitory**

The following information becomes a permanent part of the Proposal Invitation document.

**PROPOSAL DUE DATE**

**The proposal submission deadline for this proposal invitation has been extended to September 13, 2018, at 4:00 P.M.**

Please sign and return one copy of the addendum with your proposal as verification of receipt and compliance with addendum information.

Company Name: Library Interiors of Texas

Address: 701 Bluebonnet Lane, Temple, TX 76502

Signature of Authorized Company Official:  Title: Ed. Spec.

Telephone Number: 254-654-2439 Date: 9/6/18