



State of West Virginia  
 Department of Administration  
 Purchasing Division  
 2019 Washington Street East  
 Post Office Box 50130  
 Charleston, WV 25305-0130

# Purchase Order

PURCHASE ORDER NO:  
 SYSFURN07B

PAGE  
 1

BLANKET RELEASE:  
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CORRECT PURCHASE ORDER NUMBER  
 MUST APPEAR ON ALL PACKAGES,  
 INVOICES, AND SHIPPING PAPERS.  
 QUESTIONS CONCERNING THIS PUR-  
 CHASE ORDER SHOULD BE DIRECTED  
 TO THE BUYER AS NOTED BELOW.

CHANGE ORDER:  
 3

SEE REVERSE SIDE FOR  
 TERMS AND CONDITIONS

INVOICE TO  
 ALL STATE AGENCIES  
 AND POLITICAL SUBDIVISIONS  
 VARIOUS LOCALES AS INDICATED  
 BY ORDER

AGENCY COPY

VENDOR TO  
 \*709040519 304-343-7551  
 CAPITOL BUSINESS INTERIORS  
 711 INDIANA AVENUE  
 CHARLESTON WV 25302

SHIP TO  
 ALL STATE AGENCIES  
 AND POLITICAL SUBDIVISIONS  
 VARIOUS LOCALES AS INDICATED  
 BY ORDER

DATE PRINTED		TERMS OF SALE		FEIN/SSN		FUND	
11/16/2007		NET 30		550422766			
SHIP VIA		F.O.B		FREIGHT TERMS		ACCOUNT NUMBER	
BEST WAY		DESTINATION		PREPAID		MUL-MUL	
LINE	QUANTITY	UOP	VENDOR ITEM NO	UNIT PRICE		AMOUNT	
	DELIVERY DATE	CAT NO	ITEM NUMBER				
			CHANGE ORDER #03				
TO RENEW THE ORIGINAL CONTRACT ACCORDING TO ALL TERMS, CONDITIONS, PRICES AND SPECIFICATIONS CONTAINED IN THE ORIGINAL CONTRACT INCLUDING ALL AUTHORIZED CHANGE ORDERS.  EFFECTIVE DATE OF RENEWAL: 11/01/2007 THROUGH 10/31/2008.  RENEWALS REMAINING: 1  SEE REVISED ATTACHMENT A - EFFECTIVE 11/01/07  ***** NO ADDITIONAL CHANGES *****							
						PURCHASING DIVISION CERTIFIED ENCUMBERED  NOV 21 2007  <i>Beverly Toler</i>	
				PREVIOUS PO TOTAL==> OPEN END PO NET CHANGE (+)==>			
						OPEN END	
						TOTAL	
						304-558-8802	

IF APPROVAL AS TO FORM IS REQUIRED BY ATTORNEY GENERAL, CHECK HERE

APPROVED FOR  
 ONE FISCAL YEAR  
*George Washfield*

*11/16/07*  
 JO ANN ADKINS  
 304-558-8802

APPROVED AS TO FORM BY  
 ASSISTANT ATTORNEY GENERAL

BY \_\_\_\_\_  
 PURCHASING DIVISION AUTHORIZED SIGNATURE

**GENERAL TERMS & CONDITIONS  
PURCHASE ORDER/CONTRACT**

1. **ACCEPTANCE:** Seller shall be bound by this order and its terms and conditions upon receipt of this order.
2. **APPLICABLE LAW:** The laws of the State of West Virginia and the *Legislative Rules* of the Purchasing Division shall govern all rights and duties under the Contract, including without limitation the validity of this Purchase Order/Contract.
3. **NON-FUNDING:** All services performed or goods delivered under State Purchase Orders/Contracts are to be continued for the terms of the Purchase Order/Contract, contingent upon funds being appropriated by the Legislature or otherwise being made available. In the event funds are not appropriated or otherwise available for these services or goods, this Purchase Order/Contract becomes void and of no effect after June 30.
4. **COMPLIANCE:** Seller shall comply with all Federal, State and local laws, regulations and ordinances including, but not limited to, the prevailing wage rates of the WV Division of Labor.
5. **MODIFICATIONS:** This writing is the parties final expression of intent. No modification of this order shall be binding unless agreed to in writing by the Buyer.
6. **ASSIGNMENT:** Neither this Order nor any monies due, or to become due hereunder may be assigned by the Seller without the Buyer's consent.
7. **WARRANTY:** The Seller expressly warrants that the goods and/or services covered by this order will: {a} conform to the specifications, drawings, samples or other description furnished or specified by the Buyer {b} be merchantable and fit for the purpose intended and/or {c} be free from defect in material and workmanship.
8. **CANCELLATION:** The Director or Purchasing may cancel any Purchase Order/Contract upon 30 days written notice to the seller.
9. **SHIPPING, BILLING & PRICES:** Prices are those stated in this order. No price increase will be accepted without written authority from the Buyer. All goods or services shall be shipped on or before the date specified in this Order.
10. **LATE PAYMENTS:** Payments may only be made after the delivery of goods or services. Interest may be paid on late payments in accordance with the *West Virginia Code*.
11. **TAXES:** The State of West Virginia is exempt from Federal and State taxes and will not pay or reimburse such taxes.

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12. **RENEWAL:** Any reference to automatic renewal is hereby deleted. The Contract may be renewed only upon mutual written agreement of the parties.
13. **BANKRUPTCY:** In the event the vendor/contractor files for bankruptcy protection, this Contract may be deemed null and void, and terminated without further order.
14. **HIPAA Business Associate Addendum** - The West Virginia State Government HIPAA Business Associate Addendum (BAA), approved by the Attorney General, and available online at the Purchasing Division's web site (<http://www.state.wv.us/admin/purchase/vrc/hipaa.htm>) is hereby made part of the agreement. Provided that, the Agency meets the definition of a Covered Entity (45 CFR §160.103) and will be disclosing Protected Health Information (45 CFR §160.103) to the vendor.

ATTACHMENT A  
SYSFURN07B  
CAPITOL BUSINESS INTERIORS

Revised 11/01/07

Vendor/Contract Number/Contact Information	Manufacturer	Model/Line/ Product	Catalog Identifier	Discount %
<b>Capitol Business Int</b>				
<b>SYSFURN07B</b>				
	AIS	MWALL	2006	55.0%
<b>Contract Coordinator:</b>	AIS	MATRIX	2006	55.0%
Kelli Bragg	AIS	A02	2006	55.0%
	AIS	DiVi	2007	55.0%
711 Indiana Avenue	INDIANA	CONF/SEATING	06/12/2006	52.0%
Charleston, WV 25302	INDIANA	INDIANA PRICE LIST	03/01/2007	52.0%
	GLOBAL	DESKS, TABLES AND FILING	2006	52.0%
Phone# : 304-343-7551	GLOBAL	SEATING	2006	52.0%
Fax# : 304-346-3350	EVOLVE	EVOLVE	2006	52.0%
Toll Free# : 1-800-628-7880	GLOBAL	GLOBALCARE	01/01/2005	40.0%
Email: kbragg@ntelos.net	ST. TIMOTHY	ST. TIMOTHY	01/16/2006	50.0%
	ST. TIMOTHY	SUPPLEMENTAL	06/11/2007	50.0%
	ST. TIMOTHY	ASAP QUICK SHIP	01/16/2006	50.0%
<b>Labor Rate:</b>	ST. TIMOTHY	CLASSICS	01/16/2006	50.0%
\$30/hr	STATESVILLE CHAIR CO.	STATESVILLE CHAIR	09/01/2006	50.0%
<b>Design Fee:</b>	LACASSE	OFFICE FURNITURE SOLUTIONS	01/01/2007	47.0%
\$30/hr	LACASSE	UNITED CHAIR	01/01/2007	50.0%
	LACASSE	AVENUE	04/01/2006	50.0%
	LACASSE	NVISION	06/01/2007	50.0%
	LACASSE	QUORUM MULTICONFERENCE	03/01/2007	47.0%
	MAGNUSON GROUP	MAGNUSON GROUP	07/01/2007	30.0%
	RIGHT ANGLE	ERGONOMIC PRODUCTS	01/01/2006	50.0%
	RIGHT ANGLE	RA / RSTYLE	01/01/2007	50.0%
	HON	HON FOR LEARNING	10/01/2006	45.0%
	HON	BASYX	07/01/2007	30.0%
	HON	GROUP PRICE LIST	07/01/2007	45.0%
	HAWORTH	LIFESPACE USA	10/14/2006	18.0%
	HAWORTH	LIFESPACE MONDRI	10/14/2006	18.0%
	HAWORTH	LIFESPACE PRAIRIE	10/14/2006	18.0%
	HAWORTH	LIFESPACE KYOTO	10/14/2006	18.0%
	HAWORTH	LIFESPACE SOLID PANELS	10/14/2006	18.0%
	HAWORTH	LIFESPACE ELECTRICAL	10/14/2006	18.0%
	HAWORTH	LIFESPACE BAHAU	10/14/2006	18.0%
	HAWORTH	LIFESPACE EMPIRE	10/14/2006	18.0%
	HAWORTH	LIFESPACE LUNE	10/14/2006	18.0%
	HAWORTH	LIFESPACE EXPRESS	10/14/2006	18.0%
	HAWORTH	LIFESPACE CONNECTORS	10/14/2006	18.0%
	HAWORTH	LIFESPACE ACCESSORIES	10/14/2006	18.0%
	HAWORTH	ACCESS FLOORING	10/14/2006	0.0%
	HAWORTH	CASEGOODS/FILES AND STORAGE	10/14/2006	57.0%
	HAWORTH	COMPOSE	10/14/2006	62.0%
	HAWORTH	IF/JUMPSTUFF/CROSSINGS	10/14/2006	45.0%
	HAWORTH	MASTERS SERIES	10/14/2006	50.0%
	HAWORTH	NEXIS	10/14/2006	0.0%
	HAWORTH	POWER WEB	10/14/2006	0.0%
	HAWORTH	SEATING	10/14/2006	57.0%
	HAWORTH	SEATING/WOOD ONLY ***	10/14/2006	50.0%
	HAWORTH	TRANSITIONAL	10/14/2006	50.0%
	HAWORTH	UNIGROUP	10/14/2006	70.0%
	HAWORTH	UNIGROUP ADDENDUM	10/14/2006	70.0%
	HAWORTH	YORK ADDENDUM	10/14/2006	50.0%

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	HAWORTH	ADDAPTABLE COMPONENTS	10/14/2006	70.0%
	HAWORTH	ZODY	10/14/2006	52.0%
	HAWORTH	VOICE AND DATA	10/14/2006	0.0%
	HAWORTH	UNIGROUP TOO	10/14/2006	70.0%
	HAWORTH	TACTICS/KINETICS	10/14/2006	45.0%
		PLANES	09/01/2007	45.0%
	HAWORTH	RACE	10/14/2006	57.0%
		PLACES ADDENDUM	10/14/2006	70.0%
	HAWORTH	PLACES	10/14/2006	70.0%
	HAWORTH	PLACES/ FULL WOOD ONLY ***	10/14/2006	45.0%
	HAWORTH	MONITOR ARMS	10/14/2006	45.0%
	HAWORTH	LOCKS	10/14/2006	30.0%
	HAWORTH	ENHANCED PREMISE / MOXIE	10/14/2006	70.0%
	HAWORTH	CASSIS LOUNGE SEATING	10/14/2006	50.0%
	HAWORTH	ADAPTABLE COMP. ADDENDUM	10/14/2006	70.0%
	HAWORTH	WOOD CASEGOODS	10/14/2006	50.0%
	HAWORTH	ALL PRICE LISTS RUSH PRODUCT **	10/14/2006	50.0%
	NOVA	DESTINY	10/01/2005	40.0%
	NOVA	LEARNING SOLUTIONS 45/40	10/01/2005	40.0%
	NOVA	RETROFIT KIT	10/01/2005	40.0%
	NOVA	LEARNING SOLUTIONS 85/80	10/01/2005	40.0%
	ERGOGENSIS	BODYBUILT ERGONOMIC SEATING	02/23/2006	50.0%
** DENOTES THAT ALL HAWORTH PRODUCT THAT IS AVAILABLE ON RUSH IS DISCOUNTED AT 50% OFF OF LIST PRICE.				
THE QUICK SHIP PRODUCT IS NOTED IN PRICE LISTS BY A BLACK DIAMOND.				
*** DENOTES THAT THIS PORTION WITHIN THE PRICE LIST IS AT A DIFFERENT DISCOUNT				
ALL FILE CABINETS ON THIS CONTRACT ARE GRADE A.				



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LINE	QUANTITY	UOP	VENDOR ITEM NO.		UNIT PRICE	AMOUNT	
	DELIVERY DATE	CAT.NO.	ITEM NUMBER				
RECEIPT TICKET FOR PURCHASE ORDER: SYSFURN07B							
LINE	CATNO	ITEM	NUMBER	DESCRIPTION		QTY	DATE
0001	425	94		OFFICE FURNITURE, PANEL SYSTEMS, CH			
				SIGNATURE _____			DATE _____
						TOTAL	

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APPROVED AS TO FORM BY  
 ASSISTANT ATTORNEY GENERAL

BY \_\_\_\_\_  
 PURCHASING DIVISION AUTHORIZED SIGNATURE