

# UNIVERSITY OF CALIFORNIA

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STRATEGIC SOURCING

OFFICE OF THE PRESIDENT  
1111 Franklin Street, 10<sup>th</sup> Floor  
Oakland, California 94607-5200

DATE: 6-1-20

TO: Whom It May Concern

FROM: Yvonne Macon  
Sr. Commodity Manager, UC Office of the President  
University of California

SUBJECT: RFP # 001218 - RFP - OFFICE FURNITURE - UC SYSTEMWIDE – JULY182019

The Evaluation Committee reviewed the responses and recommended the following companies be awarded:

- Steelcase, Inc.
- Herman Miller, Inc.
- Kimball Office

The recommended Suppliers, submitted offers that were determined to be most advantageous to the University of California Office of the President, based upon the evaluation criteria stated in the RFP. All the recommended respondents were determined to be competitively priced and best suited to provide the specified services outlined in the RFP.

We believe all recommended vendors demonstrate the ability to provide and perform the services requested in the proposal. We will monitor their performance and determine at the end of each term if they are eligible for renewal with each new term.

This multiple award is most advantageous as it limits contract awards to the least number of suppliers necessary to meet the requirements of end-users.

Sincerely,

Yvonne Macon  
Sr. Commodity Manager,  
Center of Excellence, University of California Office of the President  
Phone (530) 752-5684  
[yvonne.macon@UCOP.edu](mailto:yvonne.macon@UCOP.edu)

**From:** [Yvonne J Macon](#)  
**To:** [Alice Park](#)  
**Cc:** [Yvonne Macon](#)  
**Subject:** Intent to Award - Office Furniture RFP  
**Date:** Thursday, November 7, 2019 4:05:03 PM  
**Attachments:** [image003.png](#)

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Re: RFP - OFFICE FURNITURE - UC SYSTEMWIDE – JULY182019

Dear Alice and Herman Miller Team:

Our evaluation process of proposals for the University of California - Office Furniture RFP, has been completed and we are pleased to advise you that your company has been selected as an Apparent Awardee, allowing you to move into the contracting phase of this RFP. I offer you my congratulations!

This is not a guarantee of contract; any finalized contract is pending successful negotiation of contract terms and a verification your company's ability to provide the services, as specified, within the time frames stated in the RFP. National contracting and roll-out dates shall be communicated by OMNIA Partners. UC Target dates worthy of note, are as follows:

- Contract Execution – Mid-January
- Contract Announcement – February 2020
- System-wide Webinar – March 2020
- Campus Roll-outs – Q3/Q4 of 2020
- eProcurement Integration/Implementation – 18 months of contract signature

Most immediately, you will be asked to work with the RFP Administrator (myself) to set up a series of meetings for the review of contract terms and formation. You are asked to supply the names and titles of individuals who should be included in these meetings, including best days and times, particularly where there are Time Zone considerations. These discussions may include, but are limited to:

- UC contract documents
- Any Supplier exceptions to RFP or UC attachments
- Areas/items requiring clarification or refinement. This may include elements of pricing
- Scope of Work development

If contract execution is achieved, Herman Miller will be required to partner with and UCOP Procurement in the planning and development of materials and training which align with the events above and provide an immediate 'Go to Market' plan for all campuses, including the needed structure for access to regional services/sales, transacting process, viewing of approved product line, and marketing materials with specifications. That should prove to be a rewarding phase of this RFP process.

Currently, I ask that you provide the information requested in paragraph three of this email. Depending on the dates of our first meetings, I may provide documents for your review, prior to our call. I certainly look forward to 'meeting' with you at that time. If you have any questions, I

encourage you to contact me at (530) 752-5684.

Congratulations and thank you again for your cooperation during this process.

***Yvonne J. Macon, C.P.M., C.P.S.M.***

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