



County of Fairfax, Virginia

To protect and enrich the quality of life for the people, neighborhoods and diverse communities of Fairfax County

September 19, 2012

VIA E-Mail: dave_gillman@hermanmiller.com

Herman Miller, Inc.
855 East Main Ave
P.O. Box 302
Zeeland, MI 49464

Attention: Dave Gillman, Contract Manager

Reference: RFP2000000330 – Office Furniture and Related Services and Solutions

Dear Mr. Gillman:

Thank you for submitting a response to the County's RFP2000000330 for Office Furniture and Related Services and Solutions. After completing their evaluation of the Technical and Business proposals the Selection Advisory Committee (SAC) has recommended award of a contract to Herman Miller, Inc. Enclosed with this letter is the Memorandum of Negotiation which defines the final agreement between Herman Miller, Inc. and the County.

Please review the Memorandum of Negotiation, sign it in the space provided and return it to my office within five (5) of the date of this letter. After I receive the signed Memorandum, the County will sign it and I will return an executed copy to you along with the acceptance agreement which signifies award of this contract to your firm.

If you have any questions or need more information please call the contract specialist, George Bright at (703) 324-3215.

Sincerely,

Cathy A. Muse, CPPO
Director/County Purchasing Agent

Enclosure: A/S