



ffe & product
fulfillment

FFE & Product Fulfillment

We can work with you and your FFE needs in 2 ways:

1. We can purchase and add margin to the cost of the product
2. OR we can provide FFE services for a fee. FFE services can include all or just some of the items listed below.
 - FFE Design: Final selection of product and finishes (Fee Quoted)
 - FFE Product Organization: Creating matrixes and catalogs (Fee Quoted)
 - Budgeting (Fee Quoted)
 - Soliciting Quotes and Determining Costs (Fee based on % of Sale=FBS)
 - Create Purchase Orders for Owner Purchase (FBS)
 - Tracking Order Progress/Managing Changes & Order Acknowledgements (FBS)
 - Product Receipt Oversight (FBS)
 - Product Staging (Fee Quoted)

FFE Purchasing Process

(whether you do it or we do it)

Page 1

- Identifying the FFE
 - Creating scaled plans containing FFE codes
 - Descriptions of each item: size, finish and quantity
 - **Get owner approval**
- Budgeting
 - Using typical pricing for described item type
 - **Get owner approval**
- Organizing the FFE
 - Creating matrix (spreadsheet) that cross references plans and items
 - Creating illustrated catalogs
- Soliciting Quotes
 - Formatting RFP's (Request for Proposals)
 - Distributing RFP's
 - Receiving responses to RFP's
 - **Get owner approval**

FFE Purchasing Process

(whether you do it or we do it)

Page 2

- Purchasing
 - Negotiation with Suppliers
 - Supplier Interviews
 - Coordination of terms, deposits and payments
 - Coordination with Owner
 - Write 'faux' purchase orders
 - **Owner processes PO's**
- Managing Product Receipt
 - Weekly reporting to owner
 - Managing product issues: inventory shortages, product finish changes
 - Coordination, hand offs to warehousing manager
- Product Staging
 - Product Inspections
 - Damage reports and reorders
 - Warehouse labeling
 - Preparing site with plans and descriptions by area for product installation
 - Packing slips and bill of lading
 - Scheduling JIT Deliveries
- Installation
 - Managing installation crew
 - Inspections
 - Inventory Counts
 - **Get Owner Approval**

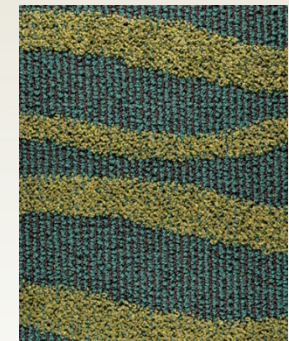
FFE Purchasing Process

(whether you do it or we do it)

Page 3

- Post Installation
 - Site clean up
 - Site product touch up
 - As purchased documents and warranties
 - Tracking product re-orders and replacements

- Project Close Out
 - Updated plans and catalogs to owner facility management



FFE & Product Fulfillment

- Categories of FFE
 - Casegoods
 - Seating
 - Upholstered Furniture
 - Wall Covering
 - Rugs and Carpet
 - Fabrics
 - Lamps
 - Decorative Accessories
 - Wall Décor and Framed Artwork
 - Custom Hospitality Grade Bedspreads
 - Custom Window Coverings and Drapery
 - Re-upholstery and Furniture Touch-up Coordination



Upholstered Furniture

Some of Our Vendors:

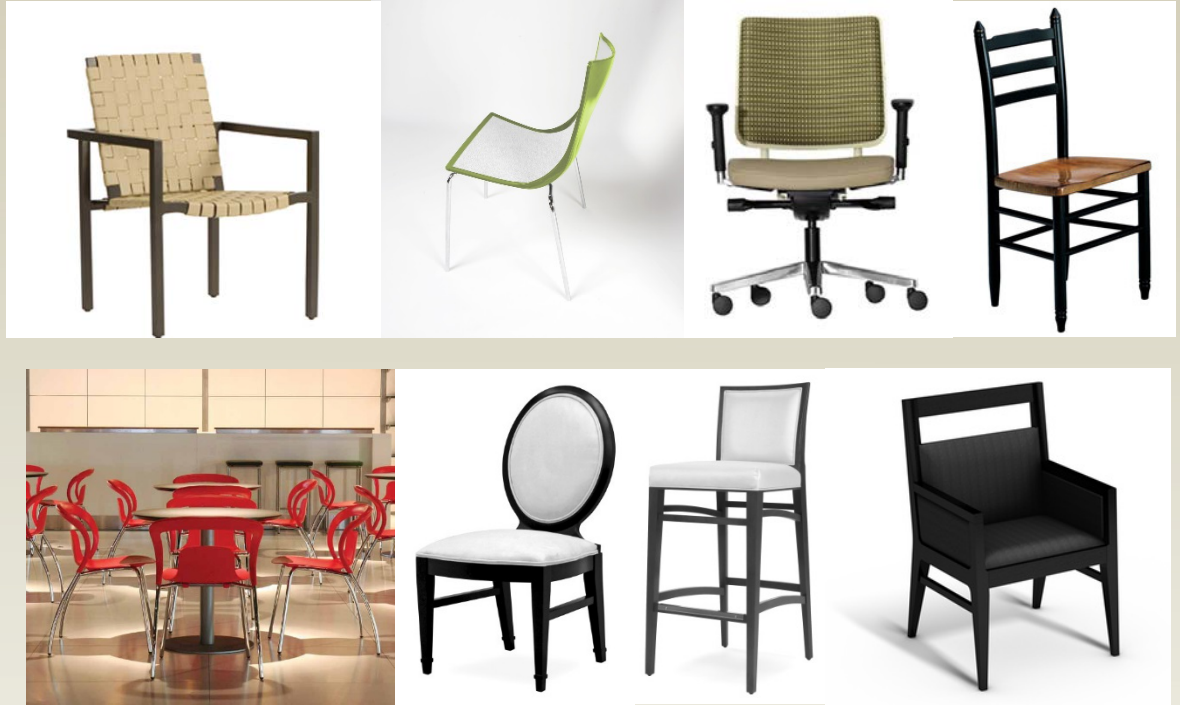
- Flexsteel
- Kellex
- Southfield Furniture
- Marquis
- Carlson's Hospitality
- Younger
- AC Furniture
- Custom Product Available



Seating

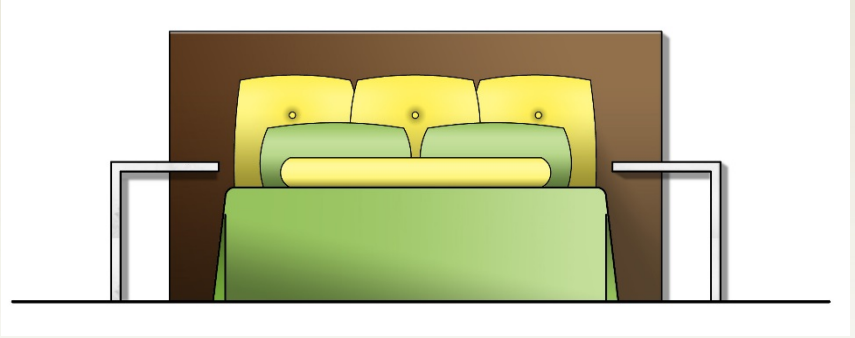
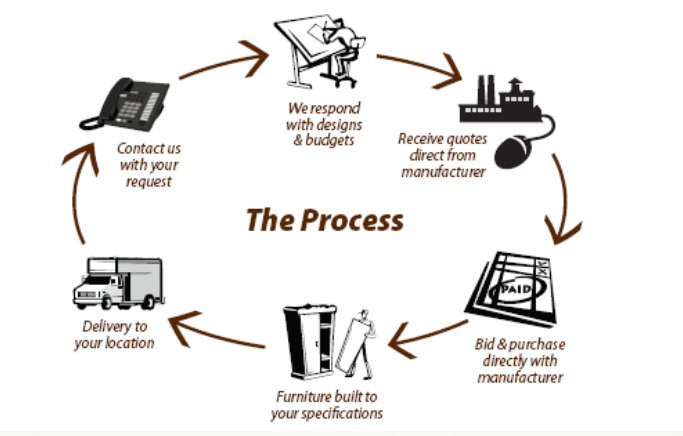
Some of Our Vendors:

- Kellex
- Falcon
- OC Designs
- MTS Seating
- Superior Furniture
- Izzy
- Gar
- Sim Seating
- Woodard
- Custom Product Available



Casegoods

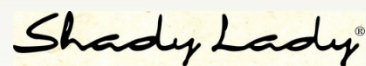
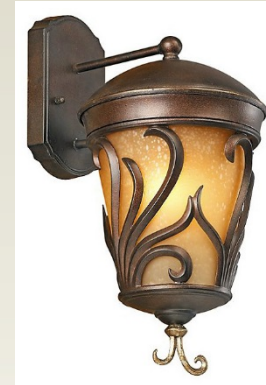
- We have a program representing over 25 manufacturers that can respond to any and all your casegood needs.



Decorative Lighting

Some of Our Vendors:

- Robert Abbey
- Steel Partners
- Trend Lighting
- Shady Lady Lighting
- Kalco
- Challenger
- Pacific Coast
- Ashley



Accessories

Some of Our Vendors:

- Global Views
- Arteriors Home
- Lux-Art Silks
- Gold Leaf Designs
- DK Living
- Palacek
- The Uttermost Co.
- Surya
- Chandra
- Eastern Accents



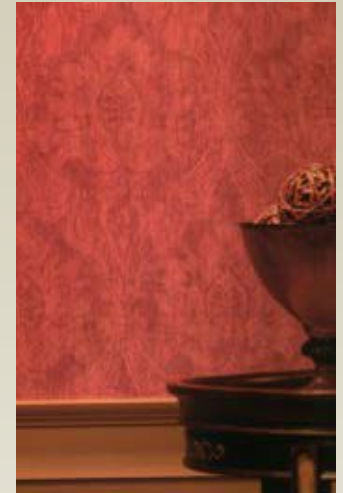
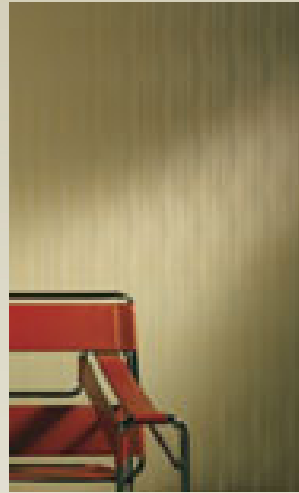
Fabric and Wallcovering

Some of our Fabric Vendors:

- Robert Allen
- Samelson Chatelane
- Loomsource
- Mayer
- Douglas
- C.F. Stinson

Some of our Wallcovering Vendors:

- Contract Wallcovering
- D.L. Couch
- Innovation Wallcoverings
- MDC Wallcovering
- Decorative Surfaces
- Seabrook Wallcovering
- Surface Materials



LOOMSOURCE



MDC

D.L.Couch
WALLCOVERING SOURCE



ROBERT ALLEN

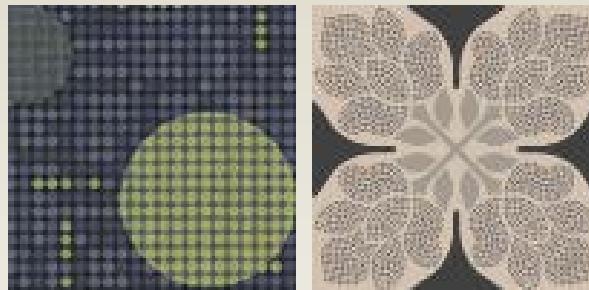
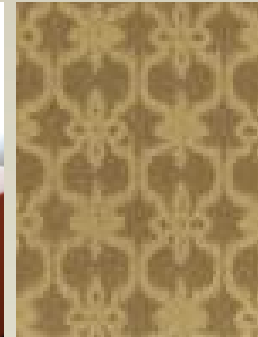
SC SAMELSON
CHATELANE-CORAL



Carpeting and Floor Covering

Some of Our Vendors:

- Beaulieu/BOLYU/Aqua
- JJ/Invision
- DURKAN
- Milliken
- Masland
- Interface/FLOR
- Shaw



Masland
contract

DURKAN

Interface **FLOR™**

Aqua
HOSPITALITY CARPETS

shaw HOSPITALITY GROUP™

MILLIKEN

J&J / INVISION

MoCa Cabinets

MoCa Affordable Modern Cabinets are the perfect solution for your commercial or residential project. These stylish cabinets feature unique textured laminate panels available in five contemporary finishes. A full range of standard cabinet sizes and configurations are available. Let r.o.i. Design create the solution that is best for you. We will provide free expert layout and design of your new MoCa Cabinets. Plus, we handle the delivery, assembly and coordinate installation by a licensed contractor.

- Affordable, European Style Cabinets
- Full Overlay Doors
- Five Door/Drawer Finishes
- Two Cabinet Finishes
- Soft Close Drawer and Door Hinges
- Matching or Stainless Finish Base Available
- Adjustable Shelving
- Cabinet Accessories Available



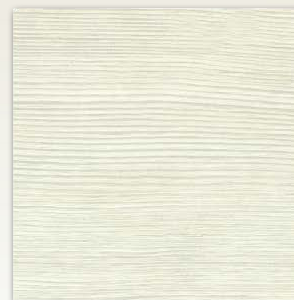
Earl Grey



Cappuccino



Espresso



Vanilla Latte



Cafe Caramel

Our Mission and Vision



We offer expert competencies in the areas of interior design, graphic design, design planning, and all areas of the business of design. We value people and demonstrate genuine interest in how people process information and develop ideas. We like to help.

Mission Statement

- r.o.i. Design provides a return on your design investment and creates lasting customer experiences.
- We are a creative team who leads the process of collaborative planning and design
- Our methods and problem solving skills produce outcomes that are based on budget, brand and beauty.

Vision Statement

- Driven to create a better world through design.