

Contract Summary

Contract Expiration

February 28, 2027

ELIGIBLE END-USERS

- » All Alabama State agencies can purchase from this contract. Local, city, municipality, and other Alabama public entities (including schools) may purchase from this contract.

CONTRACT TERMS & CONDITIONS

Payment Terms Net 30 Days

DELIVERY

Delivery: Quoted per unit shall be method of delivery as specified in the schedule below:

- » Dock Delivery means unloading onto the ordering agency's dock or drop shipped.
- » Inside Delivery means delivered inside the office of the ordering agency but does not include unpacking, assembly, or installation.
- » Installation means delivered, fully assembled, and set in place, ready for use, as well as removal of debris.

SERVICES

- » Installation is included in the discounts to the end user. Separate fees for installation, design, or reconfiguration are not allowed.

PRODUCT & PRICING INFORMATION

DISCOUNTS/PRODUCTS

See Matrix for discounts and available products.

NON-CONTRACT ITEMS

Items not approved on contract cannot be quoted or represented as a contract sale; non-contract items will not be accepted on an order.

SPECIALS

Specials are approved on contract with the following limitations:

- » The special must be a modification to an already approved base model accepted on this contract.
- » List pricing is determined on a case-by-case basis; all requests should be sent to the HNI Customer Support team governmentsupport@hniworkplacefurnishings.com

Approved specials will receive discounts consistent with the base model discounts already approved on contract.

DISCOUNT MATRIX & PRODUCT LISTING

Allsteel Price List March 1, 2023

Product Category	Dockside	Inside Delivery	Delivered and Installed
Systems	67.9%	65.7%	60.5%
Stride, Stride Benching, Terrace, Further, Concensys, Optimize, FIT, Mural, Align Systems, Pedestals, Overheads, Worksurfaces, Electrical, Altitude Tables, Universal Panel Stacker, Metal Table Screens, Acrylic Table Screens, Universal Screens, Daybook, Height-Adj Table Foot Control,			
Desking	67.9%	65.7%	60.5%
Stride Desking and Approach			
Storage	64.4%	62.0%	56.2%
Essentials Storage, Involve, Align Credenzas and Lockers, Stride Storage, Rarii Storage			
Seating	56.9%	54.0%	46.9%
#19, Relate, Sum, Scout, Access, Trooper, Mimeo, Lyric, Tolleson, Nimble, Acuity, Inspire, Seek, Quip, Evo, Svelte, 06, Pli			
Tables (Misc)	58.8%	56.0%	49.2%
Merge, Aware, Structure, Ergonomic Tools, Wand Light, Structure, Two-Thirds, Hands-Free Pulls, Acrylic Freestanding Screens			
Educational	50.0%	46.6%	38.5%
Gather Collection: Belong, Clarity, Retreat, Co Ho, Park, Recharge, Rise and Townhall Collection, (Rock, Wedge, Peak, Summit, Picnic, Cloud)			
Gunlocke	50.0%	46.6%	38.5%
Full Gunlocke Line			

For Dealer & Sales Reference Only

SERVICING FEES

Servicing Type	Servicing Fee %
Dock Delivery	18%
Inside Delivery	23%
Delivered/Installed	32%

ORDER PLACEMENT

COMPASS CODES

- » B395 Dockside – Invoice to End-User
- » B395 Inside Deliver – Invoice to End-User
- » B397 Delivered/Install – Invoice to End-User

AGENCY ORDERS PLACED DIRECTLY WITH ALLSTEEL

Orders issued direct to Allsteel must adhere to the following rules:

- » Orders MUST be made out to Allsteel LLC c/o Servicing Dealer.
- » Orders MUST reflect the correct contract pricing. Orders with incorrect pricing will be sent back to the dealer who will correspond directly with the End User for appropriate modifications.
- » Orders MUST include the contract number MA220000002769.
- » Orders MUST be sent to Allsteel’s Government Customer Service team by the following methods:
 - EDI or Electronic Ordering: Please contact Customer Service for full details.

DEALER ADDITIONS/UPDATES

Dealers can be updated on a quarterly basis with approval from Allsteel and the State of Alabama.

Due dates for Sales to send complete submittals are January 1, April 1, July 1, and October 1.

Required Documentation to add a Dealer are as follows:

- » Allsteel Dealer Agreement Form
- » Allsteel General Information Form
- » State of Alabama Information Form
- » Dealer Flow-down Letter

For further details regarding new dealer setups, please contact HNI Government Support at governmentsupport@hniworkplacefurnishings.com

CONTACT INFORMATION

Allsteel Customer Support

888-255-7833

governmentsupport@hniworkplacefurnishings.com

Order Assistance: ASIOOrder@allsteeloffice.com

Compass Ordering Issues: HNIPortalSupport@hnicorp.com

Credit Assistance (Invoice copies, payment information): credit@hniworkplacefurnishings.com

Contracts & Compliance details: AllsteelGovContracts@allsteeloffice.com

Feel free to contact your local Allsteel Business Development Manager

DEALER & SALES ONLY