

Contract Summary

Contract Expiration

April 30, 2025

ELIGIBLE END-USERS

- » State and local governmental entities, public and private primary, secondary and higher education entities, non-profit entities, and agencies for the public benefit may purchase products and services at prices indicated in the contract upon the Public Agency's registration with OMNIA Partners.
 - Eligible end users are required to sign up to become an OMNIA member; there is no cost for membership.
 - To register, end users should go to the link below and register on-line:
<https://www.omniapartners.com/publicsector/terms-and-conditions?hsCtaTracking=10903e2d-b192-405e-92a8-4e2a1b7dcf53%7Cbbbf544-1554-444c-90b9-dde6a8bba9bb>

CONTRACT TERMS & CONDITIONS

Payment Terms Net 30 Days

DELIVERY

- » All End User orders are FOB Destination, company paid freight to one destination within the Continental United States.
- » Charges for freight are not approved under this contract and will not be accepted on an order. Orders that incorporate a line-item charge that has "delivery" referenced will be returned to the dealer; the dealer will be required to correspond directly with the end user to remove these fees from the order.

SERVICES

- » Quotes to the end user must reflect a separate line item for each service.
- » Services shall be quoted following the guidelines listed below:

Service Type	Quote Type	Rate
Dock Delivery	NA	No charge
Inside Delivery	Hourly	Minimum of \$175. Hourly rates range from \$75 - \$90 with a NTE of \$90 per hour.
Assembly/Installation	Hourly	Minimum of \$175. Hourly rates range from \$90 - \$125 with a NTE of \$125 per hour.
Reconfiguration	Hourly	Minimum of \$125 per hour with a NTE maximum charge of \$150 per hour.
Design	Hourly	Minimum of \$75 per hour with a NTE maximum charge of \$90 per hour.
Project Management	Hourly	Minimum of \$75 per hour with a NTE maximum charge of \$90 per hour.
Storage		Prices range from \$2.50 per sq. ft. per month to \$5.00 per sq. ft. per month, NTE \$5.00 per sq. ft. per month.
Modular Walls		Prices range from \$110 per lineal foot to \$130 per lineal foot, not to exceed \$130 per lineal foot

Applied Ergonomic Support	Prices range from \$200 per hour to \$500 per hour, not to exceed \$500 per hour.
---------------------------	---

Architectural Wall Services

Service Type	Quote Type	Rate
Assembly/Installation	Negotiated	NTE \$130/lineal foot***
Design	Negotiated	NTE \$90/hr
Project Management	Negotiated	NTE \$90/hr
Reconfiguration	Negotiated	NTE \$150/hr

**Due to the extremely custom nature of demountable walls, list prices are part of the CET Designer software.

***Assembly/Installation costs noted are for normal work hours, non-union wages. Union, prevailing wage, overtime, weekend work, and metropolitan area labor will be negotiated on a case-by-case basis.

****Prices for Allsteel Architectural Walls Product do not include applicable sales taxes or freight.

These charges will be listed as separate line items on the quote, purchase order, and invoice, unless otherwise agreed to in writing, and each charge is contingent upon final destination of product. All applicable taxes and freight charges will be added to Allsteel's invoice, and customer agrees to pay the same.

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, Architectural Products, Gunlocke, and HBF Price Lists

March 1, 2023 ***Effective 2.1.2024 pricing will be based on the February 1, 2024 Price Lists for all brands.**

OMNIA Partners Region 4 Education Service Center Discount Matrix
Allsteel Inc. Contract #R191802-Furniture, Installation and Related Services

Products	List per Order	Discount From List
Stride Systems, Terrace, Concensys, Optimize, Further, Involve Caseloads, Approach, Stride Desking, Stride Benching, Pedestals, Overheads, Worksurfaces, Electrical & Accessories, Altitude Tables, Gallery Panels, Metal & Acrylic Table Screens, Universal Panel Stacker, Universal Screens, Fit Panels, Mural Desking, Daybook	\$1 - \$100,000	69.5%
	\$100,001 - \$400,000	71.0%
	\$400,001 & Above	Negotiable
Further Adaptive Supports	\$1 - \$100,000	67.0%
	\$100,001 - \$400,000	68.5%
	\$400,001 & Above	Negotiable
Lateral Files, Vertical Files, Storage (Towers, Bookcases, & Cabinets), Align Laterals, Align Storage, Align Credenzas, Stride Storage, Involve Storage, Raddi Storage	\$1 - \$100,000	64.0%
	\$100,001 - \$400,000	65.0%
	\$400,001 & Above	Negotiable
Tolleson and Nimble Seating	\$1 - \$100,000	64.0%
	\$100,001 - \$400,000	64.0%
	\$400,001 & Above	Negotiable
Relate, Seek, Inspire, and Access Seating	\$1 - \$100,000	61.0%
	\$100,001 - \$400,000	61.0%
	\$400,001 & Above	Negotiable
Acuity, Mimeo, Lyric, Quip, Evo, Svelte, O6, and Pli Seating	\$1 - \$100,000	58.0%
	\$100,001 - \$400,000	58.0%
	\$400,001 & Above	Negotiable
Admix, Aware, and Structure Tables	\$1 - \$100,000	64.0%
	\$100,001 - \$400,000	64.0%
	\$400,001 & Above	Negotiable
Wood Caseloads (Align Wood), Stride Painted Wood Caseloads Veneer	\$1 - \$100,000	60.0%
	\$100,001 - \$400,000	60.0%
	\$400,001 & Above	Negotiable
Social Collaborative Seating/Tables/Conferencing, Clarity, CoHo, Parallel, Park, Recharge, Retreat, Townhall Collection (Rock, Wedge, Peak, Summit, Picnic, Cloud), Two-Thirds, and New Product Offering	\$1 - \$100,000	51.0%
	\$100,001 - \$400,000	54.0%
	\$400,001 & Above	Negotiable
Accessories (Wand & Link Lights, Ergonomic tools), Hands-Free Pulls, Hand Sanitizer Solutions, Acrylic Freestanding Screens	\$1 - \$100,000	55.0%
	\$100,001 - \$400,000	57.0%
	\$400,001 & Above	Negotiable
Gunlocke (All Product)	\$1 - \$250,000	55.6%
	\$250,001 & Above	Negotiable
HBF (All Product)	\$1 - \$100,000	49.0%
	\$100,001 - \$400,000	52.0%
	\$400,001 & Above	Negotiable
Aspect Architectural Products*	\$1 - \$250,000	62.3%
	\$250,001 & Above	Negotiable
Beyond Architectural Products*	\$1 - \$200,000	58.8%
	\$200,001 & Above	Negotiable
*Authorized Walls dealers only. Please contact beyondservices@allsteeloffice.com for additional information. See below for approved Walls Services		

For Dealer & Sales Reference Only

SERVICING FEES

Dealer Servicing Fee	15%
----------------------	-----

ORDER PLACEMENT

COMPASS CODES

- » A959 ASI OMNIA REGION 4 INV END USER R191802
- » A960 ASI OMNIA REGION 4 INV DEALER R191802
- » A961 ASI OMNIA REGION 4 ARCH WALLS INV DEALER R1918
- » A965 GUN OMNIA REGION 4 INV END USER R191802 (code for non-aligned dealers only)
- » A966 GUN OMNIA REGION 4 INV DEALER R191802 (code for non-aligned dealers only)

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 R191802.
- » 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.

ORDERS ARE PLACED THROUGH THE AUTHORIZED DEALER

Select Authorized Dealers have been approved by OMNIA to receive purchase orders and payments; dealers must adhere to the following rules:

- » Both the End User purchase order to the dealer and the dealer's order to Allsteel must reference Allsteel's contract number R191802.
- » The dealer **must** provide a copy of the End User's purchase order to Allsteel.
- » End User pricing must match Allsteel's stated contract pricing. The dealer is not authorized to change discounting or net pricing to the customer without written authorization from Allsteel.

Dealer must provide the following information:

- » End User Organization Name and Participating Agency ID Number (assigned to end user by OMNIA).
- » End User Address including City, State, and Zip Code.
- » End User Purchase Order Number and Date
- » Installation, Design, Project Management, Reconfiguration, and Storage charges. Enter a separate line for each charge.

DEALER ADDITIONS/UPDATES

Dealers can be updated on a quarterly basis with approval from Allsteel and OMNIA.

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

This contract is open to all Allsteel dealers nationwide. Allsteel aligned dealers will have access to the Allsteel, Gunlocke, HBF, and Architectural contract codes. Select non-aligned Gunlocke dealers will have access to the Gunlocke contract codes only.

Required Documentation to add a Dealer are as follows:

- » Allsteel Dealer Agreement Form
- » HNI General Information Form
- » HNI Socio Economic Form
- » OMNIA Dealer Flow-down Letter
- » California Public Works Notice Dealer Letter if dealer is located in California.

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

HELPFUL WEBSITE LINKS

OMNIA Partners website for contract documentation

[AllSteel](#) | [OMNIA Partners](#) | [Contract Documents](#)

OMNIA Registration

[Terms and Conditions \(omniapartners.com\)](#)

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