

Contract Summary

Contract Expiration

September 30, 2024

ELIGIBLE END-USERS

» All Connecticut State agencies can purchase from this contract. Local, city, municipality, and other Connecticut political subdivisions and non-profits may also purchase from this contract.

CONTRACT TERMS & CONDITIONS

Payment Terms Net 45 Days.

DELIVERY

» All End User orders are FOB Destination, company paid freight to one destination. The dealer shall receive the product, inspect, and then redeliver to end-user at no charge.

SERVICES

As part of the contract requirements, Allsteel bid specific services can be billed. Services are:

- Hourly rate for design services of existing furniture \$ 55.00 per hour
- Hourly rate for reconfiguration labor services of existing furniture product during normal working hours 8:00 AM to 5:00 PM, M-F, excluding holidays \$ 43.00 per hour
- Overtime (Hours M-F after 5:00 PM) and prevailing wage labor reconfiguration labor services of existing furniture product \$ 148.00 per hour
- Weekend (Saturday & Sunday) and Holidays reconfiguration labor services of existing furniture \$ 65.00 per hour
- Storage rate for storage of goods beyond 60 days after scheduled delivery date and notification from user of inability to accept delivery \$ 0.45 per sq ft per day
\$ 3.00 per sq ft per week
\$ 13.65 per sq ft per month

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 not allowed on contract and will not be accepted on orders.

DISCOUNT MATRIX & PRODUCT LISTING

Allsteel Price List

March 1, 2023 ***Effective 4/22/2024 pricing based on February 1, 2024 price lists.**

Prices quoted per unit shall be METHOD OF DELIVERY as specified in the schedule below:

Schedule A – Dockside (prices shall be per unit delivered to the loading dock).

Schedule B – Installed utilizing prevailing wages (prices shall include inside delivery, complete installation and removal of rubbish). Schedule B is used when the dealer must utilize prevailing wages (union labor) to complete the installation. Schedule B will not be used very often, but is an option requested by Connecticut.

Schedule C – Installed NOT utilizing prevailing wages (prices shall include inside delivery, complete installation, and removal of rubbish).

State of Connecticut		
Products	Combined List Per Order	ST. of Connecticut & Dealer Discounts
SCHEDULE A – DOCKSIDE Stride, Terrace, Further, Concensys, Optimize, Approach, Align, Altitude Tables, Gallery Panels, Further Adaptive Supports	\$1 - \$24,999	66.0%
	\$25,000 - \$99,999	66.0%
	\$100,000 - \$249,999	69.0%
	\$250,000 - \$399,999	70.0%
	\$400,000 +	71.0%
SCHEDULE B – INSTALLED with Prevailing Wage Stride, Terrace, Further, Concensys, Optimize, Approach, Align, Altitude Tables, Gallery Panels, Further Adaptive Supports	\$1 - \$24,999	48.0%
	\$25,000 - \$99,999	48.0%
	\$100,000 - \$249,999	59.0%
	\$250,000 - \$399,999	60.0%
	\$400,000 +	64.0%
SCHEDULE C – INSTALLED without Prevailing Wage Stride, Terrace, Further, Concensys, Optimize, Approach, Align, Altitude Tables, Gallery Panels, Further Adaptive Supports	\$1 - \$24,999	52.0%
	\$25,000 - \$99,999	52.0%
	\$100,000 - \$249,999	62.5%
	\$250,000 - \$399,999	63.5%
	\$400,000 +	64.5%

For Dealer & Sales Reference Only

DEALER SERVICING FEES & PAYMENT TERMS

Dealer Servicing Fee	Delivery Type:	Rate:
	Schedule A - Dockside	15.0%
	Schedule B - Installed w/Prevailing Wage	38.5%
	Schedule C - Installed NO Prevailing Wage	31.0%
Dealer Payment Terms	Standard commercial payment terms apply to dealer.	

ORDER PLACEMENT

COMPASS CODES

- » 1289 - ASI ST OF CT SYSTEMS DOCKSIDE INVOICE TO DEALER
- » 1290 - ASI ST OF CT SYSTEMS PREVAILING WAGE INV TO DEALER
- » 1291 - ASI ST OF CT SYSTEMS NO PREVAILING WAGE INV TO DLR

ORDERS ARE PLACED THROUGH THE AUTHORIZED DEALER

All orders are placed through the Authorized Dealer and must adhere to the following rules:

- » Both the End User purchase order to the dealer and the dealers order to Allsteel, must reference Allsteel's contract number 16PSX0171.
- » 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.

The dealer must provide the following information:

- » Name – Enter the Agency Name
- » Address, City, State, Zip Code – Enter the Agency address.
- » Agency Contact Name
- » Agency Phone Number
- » Agency Purchase Order Number
- » Agency Purchase Order Date

DEALER ADDITIONS/UPDATES

Dealers can be updated on an annual basis on or before April 1 with approval from Allsteel and the State of Connecticut.

Due date for Sales to send complete submittals is February 1.

Required Documentation to add a Dealer are as follows:

- » Allsteel Dealer Agreement Form
- » Allsteel General Information Form
- » State of Connecticut Vendor Profile Form
- » W-9
- » 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