

Contract Summary

Contract Expiration	June 30, 2031
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ELIGIBLE END-USERS	
» State departments and agencies, state community colleges, state universities, public and private higher education institutions, counties, cities, towns, public school units, volunteer fire departments and rescue squads.	
CONTRACT TERMS & CONDITIONS	
Payment Terms	Net 30 Days
DELIVERY	
Standard Delivery shall be made to the location specified by the Buyer in the Purchase Order and ready for use.	
<ul style="list-style-type: none"> • Inside means any location within a State user's occupied building. • Ready for use means product is unpacked, assembled, inspected and free of patent defects or damage. 	
Vendor:	
<ul style="list-style-type: none"> • Must anticipate and make necessary arrangements for access to the delivery location considering presence and availability of elevators, steps, parking and hours of operation. • Shall be responsible for the removal and disposal of all packaging materials, and any other debris resulting from the standard delivery of goods, from the Buyer's location. • The Buyer may request a quote for an additional discount from the contract price when delivery other than the standard delivery requirements stated above may be required or desired. • Delivery will be negotiated separately as part of the quote to the agency. 	
SERVICES	
Services will be negotiated separately as part of the quote to the agency.	
Quotes to the End User must reflect a separate line item for each of these services.	
<ul style="list-style-type: none"> • Installation Negotiated • Design Negotiated • Reconfiguration Negotiated • Project Management Negotiated 	
Please Note: Any approved charge must be listed as a separate line item on the purchase order and invoice.	
PRODUCT & PRICING INFORMATION	
SPECIALS	
Specials are approved on contract with the following limitations:	
<ul style="list-style-type: none"> » 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.	

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.

DISCOUNT MATRIX & PRODUCT LISTING

Allsteel Price List

February 1, 2024

Products	Tier Discount List per Order	Discount From List
Systems & Universal (Stride Systems, Terrace Systems, Optimize Systems, Align Systems Components, Systems Components, Essentials & Align Pedestals, Overheads/Shelves, Worksurfaces, Electrical, Undermount Power Module, Accessories, and Cable Management Tray)	\$1-\$400,000	60.0%
	\$400,001+	Negotiable
Desking & Benching (Universal Screens, Stride Benching, Stride Desking, Stride Veneer, Stride Veneer Tiles, Further, Futher Adaptive Supports, Involve, Mural, Fit Gallery Panels, Daybook, Altitude Tables, and Approach)	\$1-\$400,000	57.5%
	\$400,001+	Negotiable
Storage (Involve Storage Towers, Ralii Storage, Vertical Files, Essentials Metal Storage (Laterals, Storage Cabinets, Personal Files, Bookcases), Align Metal Storage (Personal Towers, Laterals, Storage Towers, Credenzas, & Lockers))	\$1-\$400,000	55.0%
	\$400,001+	Negotiable
Tables & Ergo (Admix Tables, Aware Tables, Aware (Credenzas, Lectern, Markerboards), Structure Tables, Ergonomic Tools, Wand Lights, and Splitly Lights)	\$1-\$400,000	50.0%
	\$400,001+	Negotiable
Task Seating (Acuity, Evo, Inspire, Lyric, Mimeo, O6, Pli, Quip, Relate, Seek, & Svelte)	\$1-\$400,000	50.0%
	\$400,001+	Negotiable
Social Collaborative (Clarity, Two-Thirds, Retreat, Co Ho, Park by Norm Architects, Conventional Lounge (Parallel), All Around Tables, Belong Tables, Harvest Tables, Harvest Veneer, Townhall Collection (Rock, Wedge, Peak, Summit, Picnic, & Cloud), Gather Multi-Purpose Seating (Clubhouse, Jetty:Mod, Recharge, Reflect, Rise, Linger, Vicinity, Vicinity Lounge))	\$1-\$400,000	40.0%
	\$400,001+	Negotiable
Gunlocke	\$1-\$250,000	52.0%
	\$250,000+	Negotiable
Architectural Walls (Aspect)	\$1-\$250,000	58.2%
	\$250,000+	Negotiable
Architectural Walls (Beyond)	\$1-\$250,000	50.7%
	\$250,000+	Negotiable

***Authorized Architectural Product dealers only.** Please contact archproducts@allsteeloffice.com for additional information. Architectural Product pricing does not include freight. Freight will be listed as a separate line item on the quote, purchase order, and invoice, unless otherwise agreed to in writing, and each charge is contingent upon final destination of the product. All applicable taxes and freight charges will be added to Allsteel's invoice, and customer agrees to pay the same.

For Dealer & Sales Reference Only

SERVICING FEES
<ul style="list-style-type: none"> » Dealer Fee 26% » APG Product Dealer Fee 33%

ORDER PLACEMENT
COMPASS CODES
<ul style="list-style-type: none"> » B954 ASI State of NC Invoice to End-User » B955 ASI State of NC Invoice to Dealer » B956 ASI State of NC APG Product Invoice to Dealer

AGENCY ORDERS PLACED DIRECTLY WITH ALLSTEEL
<p>Orders issued direct to Allsteel must adhere to the following rules:</p> <ul style="list-style-type: none"> » 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 5610A. » Orders MUST be sent to Allsteel’s Government Customer Service team by the following methods: <ul style="list-style-type: none"> ▪ EDI or Electronic Ordering: Please contact Customer Service for full details.

ORDERS ARE PLACED THROUGH THE AUTHORIZED DEALER
<p>Select Authorized Dealers have been approved by the State of North Carolina to receive purchase orders and payments; dealers must adhere to the following rules:</p> <ul style="list-style-type: none"> » Both the End User purchase order to the dealer and the dealers order to Allsteel, must reference Allsteel’s contract number 5610A. » 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.

<p>Dealer <u>must</u> provide the following information:</p> <ul style="list-style-type: none"> » End User Purchase Order Number » End User Business Name » End User Address (street, city, state, zip)

Continued Dealer to provide the following information:

- » Installation Cost
- » Design Cost
- » Reconfiguration Cost
- » Project Management Cost

DEALER ADDITIONS/UPDATES

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

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 North Carolina 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