

# **Contract Summary**

Contract Expiration

February 28, 2027

# **ELIGIBLE END-USERS**

» Any contract resulting from this request will be made available to other eligible system members. This may include but is not limited to; The University System, comprised of The University of Alabama, Tuscaloosa, AL; The University of Alabama at Birmingham, Birmingham, AL, and The University of Alabama in Huntsville, Huntsville, AL; The UAB Health System, comprised of the University of Alabama Hospital, Kirklin Clinic, Callahan Eye Foundation, UAB Medical West, UAB Highlands, Baptist Health of Montgomery, VIVA; hereinafter referred to as the System.

## **CONTRACT TERMS & CONDITIONS**

**Payment Terms** 

Net 30 Days

#### **DELIVERY**

- » All orders must be delivered and installed within 45 days.
- » All orders are FOB Destination, company paid freight to one destination.
- » Charges for delivery 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**

» 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 <a href="mailto:governmentsupport@hniworkplacefurnishings.com">governmentsupport@hniworkplacefurnishings.com</a>

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



# **DISCOUNT MATRIX & PRODUCT LISTING**

**Price List:** Orders shall be based upon Allsteel's commercial list pricer in effect at time of order.

Allsteel Products	Combined List Per Order	Discount From List (End-User)
Stride, Terrace, Concensys, Further, Optimize, Approach, Altitude, Gallery Panel, Universal Panel Stacker, Acrylic Table Screens, Metal Table Screens, Height-Adj Table Foot Control, Universal Metal Screens, FIT Gallery, Mural, Universal Screens, Daybook	\$1-\$250,000	65.0%
	\$250,001 + (Negotiable)	65.0%
	T	
Essentials Stoarge and Laterals, Involve, Align, Stride, Radii Storage	\$1-\$250,000	58.6%
	\$250,001 + (Negotiable)	58.6%
	I	
Aware, Merge, Admix, Structure Tables	\$1-\$250,000	57.1%
	\$250,001 + (Negotiable)	57.1%
	T	
Acuity, Scout, Trooper, Access, Relate, Mimeo, Lyric, Quip, Nimble, Seek, #19, Sum, Inspire, Evo, Svelte, O6, Pli seating	\$1-\$250,000	51.0%
	\$250,001 + (Negotiable)	51.0%
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Gather, Belong, Glarity, Parallel, Retreat, Rise Co Ho, Park, Townhall, Collection, Two-Thirds, Recharge	\$1-\$250,000	39.3%
	\$250,001 + (Negotiable)	39.3%
	<u> </u>	
Ergo Tools and Lights, Acrylic Freestanding Screens, Hand Sanitizer Solutions, Hands-Free Pulls	\$1-\$250,000	47.9%
	\$250,001 + (Negotiable)	47.9%
	4. 4	
Architectural Walls (Beyond and Aspect)	\$1-\$250,000 \$250,001 + (Negotiable)	39.3% 39.3%
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<sup>\*</sup>Authorized Architectural Product dealers only. Please contact <a href="mailto:archproducts@allsteeloffice.com">archproducts@allsteeloffice.com</a> 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	
Dealer Servicing Fee	23%

## ORDER PLACEMENT

#### COMPASS CODES

- » 1255 Invoice to Dealer
- » A838 APG Invoice to Dealer

### ORDERS ARE PLACED THROUGH THE AUTHORIZED DEALER

Select Authorized Dealers have been approved by the University of Alabama to receive purchase orders and payments; dealers 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 T054514.
- » The dealer <u>must</u> 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 ADDITIONS/UPDATES**

Dealers can be updated on a quarterly basis with approval from Allsteel and the University 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
- » Dealer Flow-down Letter

For further details regarding new dealer setups, please contact HNI Government Support at <a href="mailto:governmentsupport@hniworkplacefurnishings.com">governmentsupport@hniworkplacefurnishings.com</a>



# CONTACT INFORMATION

Allsteel Customer Support 888-255-7833 governmentsupport@hniworkplacefurnishings.com

Order Assistance: <u>ASIOrder@allsteeloffice.com</u>

Compass Ordering Issues: <u>HNIPortalSupport@hnicorp.com</u>

Credit Assistance (Invoice copies, payment information): <a href="mailto:credit@hniworkplacefurnishings.com">credit@hniworkplacefurnishings.com</a>

 $Contracts\ \&\ Compliance\ details:\ \underline{AllsteelGovContracts@allsteeloffice.com}$ 

Feel free to contact your local Allsteel Business Development Manager