

Contract Summary**Contract Expiration**

January 21, 2028

ELIGIBLE END-USERS

- » All state agencies, institutions of higher education, political subdivisions and other entities authorized to use statewide contracts in the State of Alaska.

CONTRACT TERMS & CONDITIONS**Payment Terms** Net 30 Days**DELIVERY**

- » All orders are FOB Acceptance.
- » All orders must be delivered within 60 days.
- » Allsteel will ship all products FOB destination, company paid freight, to the closest appropriate coast shipping port for Alaska. Freight costs for shipments from shipping port to Alaska will be paid by the end user. All freight costs for shipping must be included in the end user's quote as a separate line item. Under no circumstance will the dealer increase their profit margin through shipping charges to Alaska. The eligible end user pays actual shipping/freight cost only and requires an invoice from the carrier for this cost to be submitted.

SERVICES

- » Design, installation, layout, and reconfiguration services to Purchasing Entities. Hourly rates listed below are set for standard business hours (8:00am – 5:00pm), Monday-Friday, dock door access and site free and clear for installation. Additional charges may apply for after-hours, weekend, or holiday deliveries.

Design Services - \$85 Hr

Installation \$80 Hr

Non-Standard Freight -

Project Mgmt - \$80 Hr

Laborer \$75 Hr

Negotiated

- » Non-Standard Freight: Contractor shall provide, through their Authorized Dealer network or approved freight carrier(s) liftgate services and other non-standard delivery services which are outside of Contractor's standard freight costs, such as palletization, storage, special permits, etc.; should Contractor be able to accommodate the request, these services will be negotiated on a project-by-project basis and approved by the purchasing entity. Charges for non-standard delivery services will be included as a line item in the quote provided by the Authorized Dealer.

PRODUCT & PRICING INFORMATION**DISCOUNTS/PRODUCTS**

- » See Matrix for discounts and available products.
- » All products must be BIFMA approved.

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

February 1, 2025

Product Line	Discount			
Gather, Clubhouse, Jetty:Mod, Recharge, Rise, Vicinity, Vicinity Lounge, Rock, Peak, Summit, Picnic, Cloud, Clarity, Retreat, Two-Thirds, Park, Belong, Parallel, Harvest,	54.40%			
Ergonomic Tools, Wand Lights, Splitly Lights	58.20%			
Evo, Inspire, Lyric, Mimeo, O6, Pli, Quip, Relate, Seek, Svelte	60.70%			
Acuity	61.20%			
Admix, Aware, Structure	63.00%			
Essentials Storage Cabinets, Personal Files, Bookcases	65.00%			
Essentials Laterals	69.50%			
Align Metal Storage, Radii	73.10%			
Cadence, Involve, Approach, Essentials Pedestals, Align Pedestals, Align Systems, Further, Altitude Tables, Concensys, Optimize, Terrace, Metal/Acrylic Screens, Mural, Daybook, Universal Screens, Power Mod, Cable Mgmt Tray, Overheads/Shelves, Worksurfaces, Electrical, Accessories	73.20%			
Further Adaptive Supports	70.70%			
Stride, FIT Gallery Panels,	73.90%			
Gunlocke	Tier 1 \$0 to \$50k	Tier 2 \$50k to \$150k	Tier 3 Over \$150k	
	56.30%	57.90%	59.40%	
HBF	Tier 1 \$0 to \$50k	Tier 2 \$50k to \$150k	Tier 3 Over \$150k	
	45.20%	46.20%	47.70%	

For Dealer & Sales Reference Only**SERVICING FEES**

Dealer Servicing Fee	14% for Allsteel, Gunlocke, and HBF
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ORDER PLACEMENT**COMPASS CODES**

- » B613 NASPO Alaska PA Invoice to End-User
- » B614 NASPO Alaska PA Invoice to Dealer

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 N-2023-FURN-0001.
- » Orders MUST be sent to HON's Government Customer Service team by the following methods:
 - EDI or Electronic Ordering: Please contact Customer Service for full details.
- » Orders under this contract may utilize federal funds. Dealers should review solicitations and orders for federal funding references, and if federal funds are utilized, notify Contractor prior to order placement.

ORDERS ARE PLACED THROUGH THE AUTHORIZED DEALER**Select Authorized Dealers have been approved by the State of Alaska 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 N-2023-FURN-0001.
- » 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.
- » Orders under this contract may utilize federal funds. Dealers should review solicitations and orders for federal funding references, and if federal funds are utilized, notify Contractor prior to order placement.

Dealers must provide the following information on all orders:

- » End User Business Name
- » End User Address – Address, City, State, Zip
- » End User Purchase Order Number
- » Services: Install/Inside Delivery; Design; Project Mgmt; Laborer and non-standard freight.

DEALER ADDITIONS/UPDATES

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

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
- » NASPO Webpage Dealer Information Form
- » Dealer Flow-down Letter

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

HELPFUL WEBSITE LINKS

NASPO Website

[Portfolio Details - NASPO ValuePoint](#)

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