

Contract Summary

Contract Expiration	June 30, 2025
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ELIGIBLE END-USERS

This contract may be used by any University of Oklahoma campus, Oklahoma state regents for higher education system, state education agencies, political subdivisions, authorized higher education institutions, K-12 public schools and vocational schools within the State of Oklahoma.

CONTRACT TERMS & CONDITIONS

Payment Terms	Net 45 Days
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DELIVERY

- » All orders must be delivered and installed within 90 days.
- » All End User orders are FOB Destination, company paid freight to one location within the Continental United States. Applicable drop ship limitations apply.
- » 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

» Quotes to the end user must reflect a separate line item for each of these services:

FEE (Install; Design; Reconfig; Storage)	TYPE (Included in Discount; Hourly; Negotiated)	RATE
Installation	Included in Installed Discounts	
Design	Hourly	NTE \$55/hr
Project Management	Hourly	NTE \$55/hr
Ergonomic Assessment	Hourly	NTE \$75/hr
Warehouse Specialist	Hourly	NTE \$40/hr
Monthly Storage/Climate Controlled	Hourly	NTE \$1.50/sq ft
Installation Leader/Installer/Relocation Leader	Hourly	NTE \$50/hr (2hr min.)
Laborer	Hourly	NTE \$40/hr
Electrician	Negotiated	Bid per job

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 allowed 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.

DISCOUNT MATRIX & PRODUCT LISTING
Allsteel & Gunlocke Price List February 1, 2024

University of Oklahoma Dockside Discount Matrix
Allsteel Inc. Contract #R-22000-22 Institutional Furniture

Allsteel Price List: February 2024
 Gunlocke Price List: February 2024

Products	List per Order	Discount from List-Dockside
Stride Systems, Terrace, Concensys, Optimize, Further, Involve Casegoods, Stride Desking, Stride Benching, Pedestals, Overheads, Worksurfaces, Electrical & Accessories, Altitude Tables & HAT Foot Control, Approach, Gallery Panels, Table Screens, Universal Glass Stackers, Fit Panels, Universal Screens, Daybook, Mural Desking	\$1 - \$100,000	69.5%
	\$100,001 & Above	71.0%
Further Adaptive Supports	\$1 - \$100,000	67.0%
	\$100,001 & Above	68.5%
Lateral Files, Vertical Files, Storage (Towers, Bookcases, & Cabinets), Align Laterals, Align Storage, Align Credenzas, Stride Storage, Involve Storage, Radd Storage	\$1 - \$100,000	64.0%
	\$100,001 & Above	65.0%
Nimble Seating	\$1 & Above	64.0%
Inspire, Mimeo, Relate, and Seek Seating	\$1 & Above	61.0%
Acuity, Evo, Lyric, O6, Pli, Quip, and Svelte Seating	\$1 & Above	58.0%
Admix, Aware, and Structure Tables	\$1 & Above	64.0%
Wood Casegoods (Align Wood), Stride Painted Wood Casegoods Veneer	\$1 & Above	60.0%
Social Collaborative Furniture, Clarity, Co Ho, 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 & Above	54.0%
Accessories (Wand & Link Lights, Ergonomic tools), Hands-Free Pulls, Hand Sanitizer, Acrylic Freestanding Screens	\$1 - \$100,000	55.0%
	\$100,001 & Above	57.0%
Gunlocke (All Product)	\$1 & Above	55.6%

University of Oklahoma Installed Discount Matrix
Allsteel Inc. Contract #R-22000-22 Institutional Furniture

Allsteel Price List: February 2024
 Gunlocke Price List: February 2024

Products	List per Order	Discount from List-Installed
Stride Systems, Terrace, Concensys, Optimize, Further, Involve Casegoods, Stride Desking, Stride Benching, Pedestals, Overheads, Worksurfaces, Electrical & Accessories, Altitude Tables & HAT Foot Control, Approach, Gallery Panels, Table Screens, Universal Glass Stackers, Fit Panels	\$1 - \$100,000	64.5%
	\$100,001 & Above	66.0%
Further Adaptive Supports	\$1 - \$100,000	62.0%
	\$100,001 & Above	63.5%
Lateral Files, Vertical Files, Storage (Towers, Bookcases, & Cabinets), Align Laterals, Align Storage, Align Credenzas, Stride Storage, Involve Storage, Raddi Storage	\$1 - \$100,000	61.0%
	\$100,001 & Above	62.0%
Nimble Seating	\$1 & Above	61.0%
Inspire, Mimeo, Relate, and Seek Seating	\$1 & Above	58.0%
Acuity, Evo, Lyric, O6, Pli, Quip, and Svelte Seating	\$1 & Above	55.0%
Admix, Aware, and Structure Tables	\$1 & Above	61.0%
Wood Casegoods (Align Wood), Stride Painted Wood Casegoods Veneer	\$1 & Above	57.0%
Social Collaborative Furniture, Clarity, Co Ho, Parallel, Park, Recharge, Retreat, Townhall Collection (Rock, Wedge, Peak, Summit, Picnic, Cloud), Two-Thirds, and New Product Offering	\$1 - \$100,000	48.0%
	\$100,001 & Above	51.0%
Accessories (Wand & Link Lights, Ergonomic tools), Hands-Free Pulls, Hand Sanitizer, Acrylic Freestanding Screens	\$1 - \$100,000	52.0%
	\$100,001 & Above	54.0%
Gunlocke (All Product)	\$1 & Above	48.4%

For Dealer & Sales Reference Only

SERVICING FEES

Dealer Servicing Fee	Delivery Type	Servicing Fee %
	Dock	15%
	Installed	27%

ORDER PLACEMENT

COMPASS CODES

- » B322 – ASI UNIV OF OKLAHOMA DOCKSIDE INVOICE TO ENDUSER
- » B323 – ASI UNIV OF OKLAHOMA INSTALLED INVOICE TO ENDUSER
- » B324 – ASI UNIV OF OKLAHOMA DOCKSIDE INVOICE TO DEALER
- » B325 – ASI UNIV OF OKLAHOMA INSTALLED 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 R-22000-22.
- » 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 the University of Oklahoma 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 R-22000-22.
- » 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 Name

DEALER ADDITIONS/UPDATES

Dealers can be updated annually at time of renewal every July 1st with approval from Allsteel and University of Oklahoma.

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 governmentsupport@hniworkplacefurnishings.com

HELPFUL WEBSITE LINKS

University of Oklahoma
Website

<https://www.ou.edu/purchasing/contracts/equipment.html#furniture>

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