

## Contract Summary

Contract Expiration

December 1, 2028

### ELIGIBLE END-USERS

- » Local governmental entities such as cities, counties, colleges, universities, and school boards in the State of Florida.
- » All Governmental Agencies which have a physical presence in Florida; any independent, nonprofit college or university that is in Florida and is accredited by the Southern Association of Colleges and Schools.
  - Governmental Agency is defined as:
    - The State or any department, commission, agency, or other instrumentality thereof.
    - Any local government (county or municipality), or any department, commission, agency, or other instrumentality thereof.
    - Any school board or other special district, authority, or governmental entity.

### CONTRACT TERMS & CONDITIONS

#### Payment Terms

Net 30 Days

#### DELIVERY

- » All orders must be delivered and installed within 60 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:** Bidders have the option of offering installation, which may be at an additional cost represented by a percentage above the net price charged and may be charged at a percentage rate not to exceed 40%. Rates can be negotiated on a case by case basis when installation is required.
- » **Inside delivery** is intended for essentially free-standing furniture when the Authorized User is unable to bring it from the dock to the point of use. It shall consist of removal from truck, bringing to point of use, uncrating, minor assembly (for example: attach hutch to desk or credenza, attach a return, set shelves in bookcase and leveling), removal of packing/packaging debris and leaving ready for use. Inside delivery cannot be applied to installation, such as systems furniture, high density filing, and furniture shipped KD (Knocked Down). The Authorized User must specify at time of order, and prior to delivery, if inside delivery is required. Fee is not to exceed 25% and rates can be negotiated on a case-by-case basis when Inside Delivery is required.
- » Exception includes Non-Standard Installation will be a minimum of \$100 per hour with a not to exceed maximum charge of \$350 per hour. Non-Standard Business Hours Monday – Friday, weekends, and holidays. Also includes, but is not limited to, long stair carry's, sites 60 miles over main dealer warehouse, prevailing wage, union labor and major metropolitan areas. Minimum of \$200 per order may apply. Additional fees will be agreed upon between buying agency and dealer/subcontractor.

Note: Design and Reconfiguration are not allowed.

## PRODUCT & PRICING INFORMATION

### 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

February 1, 2024

Product	Pricing Tiers List	Discount from List
Concensys Systems, Terrace Systems, Stride Systems, and Universal Product	\$1 - \$1,126,126	77.60%
	Greater than \$1,126,126	Negotiable
Stride Desking, Stride Storage, Stride Benching, Involve, Optimize Systems, Approach, FIT Panels, Further, Align Metal Storage, Align Laterals, Ralii Storage, A8, Gallery Panels, Mural,	\$1 - \$1,033,058	75.60%
	Greater than \$1,033,058	Negotiable
Further Adaptive Supports	\$1 - \$936,330	73.1%
	Greater than \$936,330	Negotiable
Align Full Wood, Wood Casegood	\$1 - \$741,840	66.00%
	\$741,841 - \$1,602,564	68.60%
	Greater than \$1,602,564	Negotiable
Accessories (Ergonomic Tools, Wand Light)	\$1 - \$781,250	67.80%
	Greater than \$781,250	Negotiable
Wood Seating	\$1 - \$720,461	65.00%
	Greater than \$720,461	Negotiable
Storage Towers, Overfiles, Bookcases, Essentials Lateral Files, Vertical Files	\$1 - \$871,080	71.10%
	\$871,081 - \$1,872,659	73.10%
	Greater than \$1,872,659	Negotiable
Gather Collection, Clarity, Co Ho, Parallel, Recharge, Rock, Retreat Seating, Jetty:Mod, and Two Thirds	\$1 - \$645,995	61.00%
	Greater than \$645,995	Negotiable
Structure, Merge, Admix and Aware Tables	\$1 - \$793,651	68.30%
	Greater than \$793,651	Negotiable

Product	Pricing Tiers List	Discount from List
Scout Seating	\$1 - \$776,398	67.60%
	Greater than \$776,398	Negotiable
Relate Seating	\$1 - \$877,193	71.30%
	Greater than \$877,193	Negotiable
Inspire, Mimeo, Lyric, Evo, Svelte, O6, Pli, and Quip Seating	\$1 - \$720,461	65.00%
	Greater than \$720,461	Negotiable
Access and Acuity Seating	\$1 - \$741,840	66.00%
	Greater than \$741,840	Negotiable
Trooper, Tolleson Side, and Nimble Seating	\$1 - \$822,368	69.40%
	Greater than \$822,368	Negotiable
Seek	\$1 - \$764,526	67.10%
	Greater than \$764,526	Negotiable
Gunlocke	\$1 - \$100,000	60.5%
	\$100,001 - \$400,000	62.7%
	\$400,001 - \$720,461	65%
	Greater than \$720,461	Negotiable
Architectural Walls (Beyond and Aspect)	\$1 - \$100,000	60.0%
	\$100,001 - \$400,000	61.8%
	Greater than \$400,000	Negotiable

**\*Authorized Architectural Product dealers only.** Please contact [archproducts@allsteeloffice.com](mailto: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

Dealer Servicing Fee	10%
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### ORDER PLACEMENT

#### COMPASS CODES

- » B939 Invoice to End-User
- » B942 Invoice to Dealer
- » B945 APG 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 56120000-24-NY-ACS.
- » 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 State of Florida 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 56120000-24-NY-ACS..
- » 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 Business Name
- » Address, City, State and Zip Code
- » Install Charges applied to order.
- » End User Purchase Order Number
- » Customer Type (State, City/County, K-12, HED)

## DEALER ADDITIONS/UPDATES

Dealers can be updated on a quarterly basis with approval from Allsteel and the State of Florida.  
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 Florida Information Form
- » Dealer Flow-down Letter

For further details regarding new dealer setups, please contact HNI Government Support at [governmentsupport@hniworkplacefurnishings.com](mailto:governmentsupport@hniworkplacefurnishings.com)

## CONTACT INFORMATION

**Allsteel Customer Support**

888-255-7833

[governmentsupport@hniworkplacefurnishings.com](mailto:governmentsupport@hniworkplacefurnishings.com)

Order Assistance: [ASIOOrder@allsteeloffice.com](mailto:ASIOOrder@allsteeloffice.com)

Compass Ordering Issues: [HNIPortalSupport@hnicorp.com](mailto:HNIPortalSupport@hnicorp.com)

Credit Assistance (Invoice copies, payment information): [credit@hniworkplacefurnishings.com](mailto:credit@hniworkplacefurnishings.com)

Contracts & Compliance details: [AllsteelGovContracts@allsteeloffice.com](mailto:AllsteelGovContracts@allsteeloffice.com)

Feel free to contact your local Allsteel Business Development Manager