

Contract Summary

Contract Expiration	September 1, 2025
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ELIGIBLE END-USERS

- All Connecticut State agencies can purchase from this contract. Local, city, municipality, and other Connecticut political subdivisions and non-profits may also purchase from this contract.

CONTRACT TERMS & CONDITIONS

End User/Contract Payment Terms	Net 45 Days
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DELIVERY

- » All orders must be delivered and installed within 60 days.
- » All End User orders are FOB Destination, company paid freight to one destination. The dealer shall receive the product, inspect, and then redeliver to end-user at no charge.
- » Delivery Types:
 - Schedule A – Dockside (prices shall be per unit delivered to the loading dock).
 - Schedule B – Installed Utilizing Prevailing Wages (prices shall include inside delivery, complete installation, and removal of rubbish).
 - Schedule C – Installed NOT Utilizing Prevailing Wages (prices shall include inside delivery, complete installation, and removal of rubbish).
- » 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 charges are included in the discount.

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 not allowed on contract and will not be accepted on orders.

DISCOUNT MATRIX & PRODUCT LISTING

Allsteel Price List

May 13, 2022 ***Effective 7/15/2024 pricing based on February 1, 2024 price lists.**

PLEASE NOTE—THE DISCOUNTS LISTED BELOW ARE BOTH THE DEALER AND END-USER DISCOUNTS.

Tables

Aware, Altitude, and Structure Tables

Order Size (List)	Schedule A	Schedule B	Schedule C
	Dockside	Installed	Installed
\$0 – \$24,999	54.0%	46.0%	48.0%
\$25,000 – \$99,999	56.0%	48.0%	50.0%
\$100,000 – \$249,999	58.0%	50.0%	52.0%
\$250,000 – \$399,999	59.0%	51.0%	53.0%
\$400,000 & Above	60.0%	52.0%	54.0%

Guest Seating/Side Chairs/Stack Chairs/Folding Chairs/Chair Caddy's

Relate Side, Seek, Inspire, Acuity Side, Mimeo, Lyric, Evo, Svelte

Order Size (List)	Schedule A	Schedule B	Schedule C
	Dockside	Installed	Installed
\$0 – \$24,999	50.0%	42.0%	44.0%
\$25,000 – \$99,999	52.0%	44.0%	46.0%
\$100,000 – \$249,999	54.0%	46.0%	48.0%
\$250,000 – \$399,999	55.0%	47.0%	49.0%
\$400,000 & Above	56.0%	48.0%	50.0%

Casegoods – Metal

Cadence Desking & Stride Metal Benching/Desking

Order Size (List)	Schedule A	Schedule B	Schedule C
	Dockside	Installed	Installed
\$0 – \$24,999	54.0%	46.0%	48.0%
\$25,000 – \$99,999	56.0%	48.0%	50.0%
\$100,000 – \$249,999	58.0%	50.0%	52.0%
\$250,000 – \$399,999	59.0%	51.0%	53.0%
\$400,000 & Above	60.0%	52.0%	54.0%

Casegoods – Wood

Stride Painted Wood, Stride Wood Desking

Order Size (List)	Schedule A	Schedule B	Schedule C
	Dockside	Installed	Installed
\$0 - \$24,999	49.0%	40.0%	44.0%
\$25,000 - \$99,999	51.0%	41.0%	46.0%
\$100,000 - \$249,999	53.0%	43.0%	48.0%
\$250,000 - \$399,999	54.0%	44.0%	49.0%
\$400,000 & Above	55.0%	45.0%	50.0%

Storage – Metal

Involve, Essentials™ & Persona™ Storage (Lateral Files/Bookcases/Storage Cabinets), Radii Storage

Order Size (List)	Schedule A	Schedule B	Schedule C
	Dockside	Installed	Installed
\$0 – \$24,999	56.0%	49.0%	51.0%
\$25,000 – \$99,999	58.0%	51.0%	53.0%
\$100,000 – \$249,999	60.0%	53.0%	55.0%
\$250,000 – \$399,999	61.0%	54.0%	56.0%
\$400,000 & Above	62.0%	55.0%	57.0%

Storage – Metal

Vertical Files

Order Size (List)	Schedule A	Schedule B	Schedule C
	Dockside	Installed	Installed
\$0 – \$24,999	59.0%	52.0%	54.0%
\$25,000 – \$99,999	61.0%	54.0%	56.0%
\$100,000 – \$249,999	63.0%	56.0%	58.0%
\$250,000 – \$399,999	64.0%	57.0%	59.0%
\$400,000 & Above	65.0%	58.0%	60.0%

Lounge Furniture

Social Collaborative Seating/Tables/Conferencing, CoHo, Clarity, Parallel, Retreat, Townhall Collection, Park by Norm Architects, Two Thirds, Recharge

Order Size (List)	Schedule A	Schedule B	Schedule C
	Dockside	Installed	Installed
\$0 – \$24,999	44.5%	32.5%	37.5%
\$25,000 – \$99,999	45.0%	33.0%	38.0%
\$100,000 – \$249,999	45.5%	33.5%	39.0%
\$250,000 – \$399,999	46.0%	34.5%	39.5%
\$400,000 & Above	47.0%	35.5%	40.5%

For Dealer & Sales Reference Only

DEALER SERVICING FEES & PAYMENT TERMS

Dealer Servicing Fee

Delivery Type:	Rate:
Dockside-Schedule A	20.0%
Installed w/Prevailing Wage - Schedule B	33.5%
Installed NO Prevailing Wage - Schedule C	28.0%

Dealer Payment Terms

Standard commercial payment terms apply to dealer.

ORDER PLACEMENT

COMPASS CODES

- » 0605 ASI ST OF CT DELIVERY A INVOICE TO DEALER
- » 0606 ASI ST OF CT DELIVERY B INVOICE TO DEALER
- » 0607 ASI ST OF CT DELIVERY C INVOICE TO DEALER

ALL ORDERS ARE PLACED THROUGH THE AUTHORIZED DEALER

Select Authorized Dealers have been approved by the State of Connecticut 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 15PSX0041.
- » 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:

- » Agency Name: Enter the name of the Agency/End-User facility.
- » Agency Address: Enter the Agency/End User street address, city, state, zip code.
- » Agency Contact
- » Agency Phone Number
- » Agency Purchase Order Date: Enter the Agency/End User purchase order date.
- » Agency Purchase Order Number: Enter the Agency/End User purchase order number.

DEALER ADDITIONS/UPDATES

Dealers can be updated annually every July 1st.

The due date for Sales to send complete submittals is May 1.

Required Documentation to add a Dealer are as follows:

- » Allsteel Dealer Agreement Form
- » Allsteel General Information Form
- » State of Connecticut Information Form
- » W9
- » Dealer Flow-down Letter

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

HELPFUL WEBSITE LINKS

State of Connecticut website [CTsource Contract Board](#)

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