

STATE OF OHIO  
DEPARTMENT OF ADMINISTRATIVE SERVICES  
GENERAL SERVICES DIVISION  
OFFICE OF PROCUREMENT SERVICES  
4200 SURFACE ROAD, COLUMBUS, OH 43228-1395

AMENDMENT FOR CHANGE  
AMENDMENT NO. 8

TO: ALL STATE AGENCIES, STATE INSTITUTIONS OF HIGHER EDUCATION AND PROPERLY REGISTERED COOPERATIVE PURCHASING MEMBERS OF THE COOPERATIVE PURCHASING PROGRAM OF THE DEPARTMENT OF ADMINISTRATIVE SERVICES, AS APPLICABLE.

FROM: HUGH QUILL, DIRECTOR, DEPARTMENT OF ADMINISTRATIVE SERVICES

SUBJECT: STATE TERM SCHEDULE - OFFICE FURNITURE, SEATING, TABLES, AND ACCESSORIES

Attached are pages 2, 3 and 6 to this contract. Remove these pages from the existing contract and replace with the attached pages on the effective and/or revision date.

This amendment is issued to indicate an update to the payment terms, and an update to the pricelist, dated January 1, 2008, effective with all orders issued on or after October 20, 2009.

All other prices, terms and conditions remain unchanged.

Questions regarding this Amendment and/or the Requirements Contract may be directed to:

Katie Heisler  
katie.heisler@das.state.oh.us

This amendment, the State Term Schedule and any additional amendments thereto are available from the DAS Web site at the following address:



<http://www.ohio.gov/procure>

Affected Contractor(s):

72566  
Sauder Manufacturing Company  
930 W. Barre Road  
Archbold, OH 43502  
jshort@saudermfg.com

**APPROVED PRODUCTS/SERVICES:** Only those vendors, products or services as listed in the price pages, approved by the Office of Procurement Services, may be purchased from this State Term Schedule. Any vendors, prices, terms, conditions, products or services not listed in the approved price sheets are outside the scope of this schedule.

**MANDATORY USE CONTRACTS:** All General Distribution Contracts (GDC), Limited Distribution Contracts (LDC), Multiple Award Contracts (MAC), and Request For Proposals (RFP) take precedence over this State Term Schedule (STS). This STS is only for governmental entities without a mandatory use contract.

**EXCLUDED ITEMS:** (State Agencies Only) In accordance with the Ohio Revised Code Sections 5147.07, 4115.31, through 4115.35, 5119.16 and 3304.28 through 3304.33 state agencies are required to purchase through Ohio Penal Industries (OPI); Community Rehabilitation Programs (CRP); Department of Mental Health (DMH) Office of Support Services (Central Warehouse and Pharmacy Services); and Rehabilitation Services Commission (RSC). State agencies must obtain a waiver from OPI, CRP, DMH Central Warehouse or Pharmacy Services, and/or RSC to procure from this schedule.

**SPECIAL NOTE:** The state of Ohio including but not limited to its agencies, boards, commissions, departments, state universities, state vocational schools, state community colleges of Ohio, and any entity authorized by law to use this State Term Schedule (STS) is not obligated to procure any products or services from this STS. This STS shall not be construed to prevent the state from purchasing products or services using other procurement methods as authorized by law.

**NOTICE TO CONTRACTOR/VENDOR:** It is the responsibility of the contractor's contact to maintain this State Term Schedule with current information. All updates i.e., telephone numbers contact names, e-mail addresses, tax identification number, prices, and catalogs etc., are required to be processed through the formal amendment authorization process which is initiated by way of a written request from the contractor's contact.

#### CONTRACTOR INDEX

CONTRACTOR:



72566  
Sauder Manufacturing Company  
930 W. Barre Road  
Archbold, OH 43502

CONTRACTOR'S CONTACT:

Ms. Jodi Short  
Email: [jshort@saudermfg.com](mailto:jshort@saudermfg.com)  
Toll Free: (800) 537-1530, ext. 3162  
Telephone: (419) 445-7670  
Fax: (419) 446-3697  
Web: [www.saudereducation.com](http://www.saudereducation.com) and  
Web: [www.wieland.com](http://www.wieland.com)

TERMS: 1% - 20 days, Net 30

DELIVERY: 60 Days A.R.O.

FOB Destination: freight prepaid

CONTRACTOR'S USAGE AND REVENUE SHARE CONTACT:

Ms. Jodi Short  
Email: [jshort@saudermfg.com](mailto:jshort@saudermfg.com)  
Toll Free: (800) 537-1530, ext. 3162  
Telephone: (419) 445-7670  
Fax: (419) 446-3697  
Web: [www.saudereducation.com](http://www.saudereducation.com) and  
Web: [www.wieland.com](http://www.wieland.com)

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\* Indicates an update to the payment terms, effective with all orders issued on or after October 20, 2009

**BASIC ORDER LIMITATIONS**

Minimum: \$100.00

Maximum: \$50,000.00 - Agencies should contact Procurement Services when they expect to exceed the Maximum Order Limitation.

\* Rate Schedule: [Current Price List dated January 1, 2008](#)

Please Note: Unless expressly stated within the body of the Contract, all Contract Terms and Conditions shall prevail over any terms stated in the contractor catalogs and pricelists.

Discount Structure:

Installed 47%

Drop Ship 52%

Additional Discount Structure:

PlyLok Products (2 position, 3 position, Sledbase and 4 leg):

| Order Quantity | Add. Discount |
|----------------|---------------|
| 75 – 299       | 5%            |
| 300 +          | 8%            |

PlyLok Jr., PlyLok Stools, DuroPly, Opera, Vantage, Autumn, Grace & Lace, Horizon, Kidz, Mission, Plyfold, Provident II, Regal III, and Troika

| Order Quantity | Add. Discount |
|----------------|---------------|
| 20 – 74        | 8%            |
| 75 – 299       | 13%           |
| 300 – 499      | 15%           |
| 500 +          | 17%           |

**CONTRACTOR INDEX**

| <b>P.O.'s To:</b>  | <b>Remit To:</b>   | <b>Contractor/Dealer Contact:</b>   |
|--|--|---|
| Contract ID: 7771400607-4<br><br>Vendor ID: 72566<br>Sauder Manufacturing Company<br>930 W. Barre Road<br>Archbold, OH 43502 | Contract ID: 7771400607-4<br><br>Vendor ID: 72566<br>Sauder Manufacturing Company<br>930 W. Barre Road<br>Archbold, OH 43502 | Contact: Jodi Short<br>Email: <a href="mailto:jshort@saudermfg.com">jshort@saudermfg.com</a><br>Toll Free: (800) 537-1530, ext. 3162<br>Telephone: (419) 445-7670<br>Fax: (419) 446-3697<br>Web: <a href="http://www.saudereducation.com">www.saudereducation.com</a> and<br>Web: <a href="http://www.wieland.com">www.wieland.com</a><br> |
| <b>Item Description:</b>   | <b>OAKS Category ID:</b>   | <b>Service Counties:</b>  |
| Chairs - Drop shipped or delivered & installed   | 56000000   | All 88 Counties   |

\* Indicates an update to the pricelist, effective with all orders issued on or after October 20, 2009.

SUMMARY OF AMENDMENTS

| <b>Amendment Number</b> | <b>Revision Date</b> | <b>Description</b>  |
|-------------------------|----------------------|---|
| 8                       | 10/20/09             | To indicate an update to the payment terms, and an update to the pricelist, dated January 1, 2008, effective with all orders issued on or after October 20, 2009.   |
| 7                       | 04/10/09             | To update the contact person for Continental Office Environments.   |
| 6                       | 03/23/09             | To update the contact person for dealer Business Interiors and Environments, Inc.   |
| 5                       | 04/01/08             | Indicates an update to price list dated January 2008 and update to contractor's contact effective with all orders issued on or after April 1, 2008.   |
| 4                       | 01/11/08             | To indicate addition of pay direct dealer Business Interiors and Environments, Inc., effective with all orders issued on or after January 11, 2008.   |
| 3                       | 11/15/07             | Indicates an update to the price list dated January 2007; Update to contractor's contact & addition of Morris Office Equipment as an authorized pay-direct dealer effective with all orders issued on or after November 15, 2007.         |
| 2                       | 09/15/07             | Medical Resources added as a pay-direct dealer, effective with all orders issued on or after September 15, 2007.  |
| 1                       | 03/20/07             | To add pay direct dealers Library Design Associates, Inc. and Contract Source, Inc. to this contract with NIGP codes, effective with all orders issued on or after March 20, 2007. Summary of amendment page added. Contract repaginated. |