

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. 2

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

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 the addition of prompt payment terms discount, an update to the pricelist dated January 15, 2009 and addition of current discount structure effective with all orders issued on or after November 30, 2009. Repaginate.

All other prices, terms and conditions remain unchanged.

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

Cassity Butler
cassity.butler@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):

Kimball Office
1600 Royal Street
Jasper, Indiana 47549
kiknies@kimball.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:

Kimball Office
1600 Royal Street
Jasper, Indiana 47549

CONTRACTOR'S CONTACT:

Ms. Kiersten Knies
Email: kiknies@kimball.com
Toll Free: (800) 482-1616, Ext. 6792
Fax: (812) 481-6800
Web: www.kimballoffice.com

TERMS: 1% 15 days; Net 30 days

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DELIVERY: 90 Days A.R.O.

FOB Destination: freight prepaid

CONTRACTOR'S USAGE AND REVENUE SHARE CONTACT:

Mr. Matt Austin
Email: maustin@kimball.com
Toll Free: (800) 482-1616, Ext. 8636
Fax: (812) 481-6800
Web: www.kimballoffice.com

* Indicates the addition of payment terms discount 1% 15 days; effective with all orders issued on or after November 30, 2009.

BASIC ORDER LIMITATIONS

Minimum: \$15.00

Maximum: \$75,000.00 - Agencies should contact Procurement Services when they expect to exceed the Maximum Order Limitation.

Rate Schedule: [Current Price List dated January 15, 2009](#)

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.

There are items in this catalog that are on mandatory use contracts or available from OPCR, DMH, RSC or OPI. All of these items are excluded from the schedule. Contractors making sales of these items will be considered in violation of their Contract and may be subject to cancellation of the Contract and/or exclusion from the State Term Schedule program.

Ancillary Services:

Design/Layout	\$42.00 per hour
Inventory Services	\$53.00 per hour
Storage	\$0.65 per square foot per month
Delivery after hours 5 P.M., Weekends, Holidays	2% of list
Delivery % Installation after hours, 5 P.M., Weekends, Holidays	4% of List
Replacement Parts	20% off List
Project Management	\$50.00 per hour

(for use by Cooperative Purchasing members and state agencies with DAS/State Architect waiver)

Discount Structure

* Kimball Office Casegoods and Kwik Office Casegoods		
Volume	Delivered	Delivered and Installed
\$1 to 75,000.00	53%	50%
\$75,001 and up	Negotiable	Negotiable
Kimball Office Seating and Kwik Office Seating		
Volume	Delivered	Delivered and Installed
\$1 to 75,000.00	55%	52%
\$75,001 and up	Negotiable	Negotiable
Kimball Office Systems and PDQ Systems		
Volume	Delivered	Delivered and Installed
\$1 to 75,000.00	62%	58%
\$75,001 and up	Negotiable	Negotiable
Kimball Office Files and Kwik Office Files		
Volume	Delivered	Delivered and Installed
\$1 to 75,000.00	55%	52%
\$75,001 and up	Negotiable	Negotiable
Kimball Office Perks and Kwik Office Perks		
Volume	Delivered	Delivered and Installed
\$1 to 75,000.00	53%	50%
\$75,001 and up	Negotiable	Negotiable

* Indicates an update to the pricelist dated January 15, 2009 and current discount structure; effective with all orders issued on or after November 30, 2009.

SUMMARY OF AMENDMENTS

<u>Amendment Number</u>	<u>Revision Date</u>	<u>Description</u>
2	11/30/09	To indicate the addition of prompt payment terms discount, an update to the pricelist dated January 15, 2009 and addition of current discount structure effective with all orders issued on or after November 30, 2009. Repaginate.
1	03/02/09	To add pay-direct dealer Innovative Office Solutions, effective with all orders issued on or after March 2, 2009.