



**City of Round Rock  
- Public Safety  
Training Center -  
HON**

SKG - Austin  
2010 S Lamar Blvd Suite 125  
Austin, TX 78704  
Phone: 512-481-1500  
www.skgtxas.com

Order Number	31833
Date	04/24/2026
Customer PO No	
Customer Name	City of Round Rock
Salesperson	Jaclyn Sloan
Project Number	5683
Terms	NET 20
Page	1 of 5

T City of Round Rock  
O 221 E. Main St.  
Round Rock, TX 78664  
  
ATTN: Matthew Smith  
Phone: 1-512-218-7016  
Email: msmith@roundrocktexas.gov

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T  
City of Round Rock Public Safety Center  
2801 N Mays St  
Round Rock, TX 78665  
  
ATTN: Sherri Crone  
Email: apinvoices@roundrocktexas.gov

Prepared for : City of Round Rock

HON OMNIA CONTRACT# R240117

SKG Team Members  
Account Executive, Jaclyn Sloan, jsloan@skgtexas.com, 512-740-6344  
Project Manager, Stephen Poe, spoe@skgtexas.com  
Support Services Specialist, Kourtney Lauzon, klauzon@skgtexas.com

Line	Quantity	Description	Unit Price	Extended Amount
1	2 Each	HON Company HLED17AS 17IN LED LIGHT W/ POWER SUPPLY (SINGLE) Mark Line For: PO_LH HLED17	210.74	421.48
2	2 Each	HON Company HLEDOSA UNDERCABOCCUPANCYSENSORW/1 ENDOEND CONNECTOR Mark Line For: PO_LH HLEDOSA	46.59	93.18
3	3 Each	HON Company HLED17AS 17IN LED LIGHT W/ POWER SUPPLY (SINGLE) Mark Line For: PO_RH HLED17	210.74	632.22
4	3 Each	HON Company HLEDOSA UNDERCABOCCUPANCYSENSORW/1 ENDOEND CONNECTOR Mark Line For: PO_RH HLEDOSA	46.59	139.77
5	2 Each	HON Company HLSL72TW--\$(A)- REF-24 TACKBOARD FOR 72IN W WALLMOUNT TACKBOARD \$(A) Grd A Fabric REF Reflection 24 Stainless Mark Line For: PO_LH 72TW	256.38	512.76
6	3 Each	HON Company HLSL72TW--\$(A)- REF-24 TACKBOARD FOR 72IN W WALLMOUNT TACKBOARD \$(A) Grd A Fabric REF Reflection 24 Stainless Mark Line For: PO_RH 72TW	256.38	769.14



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Page	2 of 5

*For Informational Purposes*

Total Non-Taxable :	\$2,568.55
Total Taxable :	\$0.00

Product :	\$2,568.55
Freight :	\$0.00
Tariff :	\$0.00
Labor :	\$0.00
Services :	\$0.00
Subtotal :	\$2,568.55
<b>TOTAL ORDER :</b>	<b>\$2,568.55</b>

Proposal valid for 30 days. Pricing based on attached terms and agreements

Signature: \_\_\_\_\_ Name: \_\_\_\_\_ Title: \_\_\_\_\_ Date: \_\_\_\_\_



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Page	3 of 5

# TERMS + CONDITIONS- OMNIA

Terms and Conditions of Sale for All Orders

Prices Quoted on This Proposal Subject to Change in 30 Days

**CANCELLATION AND CHANGES:** In the event this proposal is accepted (confirmed) by the buyer and becomes an order, it is understood and agreed it cannot be cancelled except by mutual consent. The seller's order confirmation is binding, and any subsequent changes are subject to seller's ability to conform and are dependent upon manufacturer approval. Changes in quantity or specifications are subject to approval by seller and manufacturer. Changes resulting in additional charges from the manufacturer shall be paid by the buyer. All requests for changes in quantity or specification shall be delivered to the seller in writing.

**DELIVERY AND INSTALLATION:** If product is shipped via any delivery service other than those arranged by seller or another certified Allsteel Dealer, seller is not responsible for processing freight claims related to damaged (including concealed damage) or lost product. Seller is not responsible for replacing damaged or lost product shipped via these services.

**DROP SHIP SALES:** If any product is drop-shipped, the seller's responsibility ends when the merchandise is shipped from the manufacturer's facility. Receiving, installation, damage claims, and all other service freight issues are the buyer's responsibility.

**DELIVERY & INSTALLATION/SITE CONDITIONS:** In the event delivery and/or installation is required as a part of this proposal, the following provisions shall apply:

- Condition of Job Site:** The job site shall be clean, clear and free of debris prior to installation. Flooring, floor bases and ceiling tiles to be placed prior to product delivery and installation. Any product installation taking place during adjacent construction activity renders the buyer responsible for cleaning the product. Any third-party actions resulting in theft or damages of product is the responsibility of the buyer.
- Job Site Services:** Electric current, heat/air, hoisting and/or elevator service to be furnished without charge to seller. Adequate facilities for offloading, staging, moving and handling of merchandise shall be provided. Pricing does NOT include any stair carry unless specifically noted.
- Special Packaging or Handling:** If special packaging or handling is required that is not contained in the specifications, it will be subject to extra charges from the buyer.
- Delivery and Installation:** Pricing is based on known building rules and regulations at the installation site. Delivery of product will be consolidated for efficiency at the discretion of the seller. Installation is priced for and will be performed during normal working hours unless otherwise specified. If buyer requests additional performance outside of original scope or beyond the parameters described hereto, additional charges may apply.
- Installation:** Delivery & Installation fees are based on original approved and signed-off plans with associated order. Any requested field changes require buyer approval. Additional installation labor, where necessary, is charged at standard installation rates.
- On-Site Staging/Storage:** Provided the merchandise does not arrive at the site earlier than the date requested, safe and adequate storage space will be provided by the buyer. If the space provided is inadequate and requires excessive sorting, excessive sorting costs will be reimbursed by the buyer. If the space provided is inconveniently located or on another floor, any extra costs for double-handling and/or transporting to and from storage areas will be reimbursed by the buyer. If the merchandise must be moved due to progress of other trades or other reasons not within the control of the seller, the extra cost of such moving will be the responsibility of the buyer.
- Erection and Assembly:** Seller's ability to erect or assemble furniture or to permanently attach, affix, or bolt in place movable furniture is dependent on jurisdictional agreements. If trade regulations enforced at the time of installation require the use of tradesmen at the site other than the seller's own installation personnel, resulting additional costs will be paid by the buyer.



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Page	4 of 5

- 8. **Damage:** After product delivery to the installation site, any loss or damage by weather, fire, water, other trades or any risks beyond the control of the seller, shall be the responsibility of the buyer, and the buyer agrees to hold the seller harmless from loss for such reasons.
- 9. **Insurance:** Public Liability, Worker's Compensation, Property Damage, Automotive and Occupational Disease Insurance are carried by the seller and certificates will be delivered upon request. Fire, tornado, flood, and other insurance at the site to be provided for and paid by the owner.

**RETAIL PRODUCTS:** Purchases from open line retailers are considered Retail products. SKG is glad to source, receive, consolidate, deliver and install Retail products with other commercially sourced products. Because Retail product vendors operate in fundamentally different ways, buyer is encouraged to consider differences in how these products are purchased, managed and warranted compared to commercially sourced products.

- a. **Purchasing:** In many cases, Retail vendors do not guarantee product availability and do not offer payment terms. Orders for Retail products must be placed immediately and are paid for at time of order placement. As a result, SKG requests a 90% progress payment by Buyer at time of order placement.
- b. **Product Management/Storage:** As Retail products are often purchased immediately, delivery timelines for these products cannot be coordinated with other commercially sourced products. This commonly results in Retail products arriving well in advance of installation dates. Should Retail products require short-term storage at a SKG-managed warehouse in excess of 30-days after product is received, Buyer agrees to pay storage fees at standard monthly rates published in the SKG Storage Agreement. Storage of Retail products impacts the ability to file warranty and concealed damage claims and, as such, must be considered by Buyer as an additional risk associated with selecting Retail products.
- c. **Warranty:** All Retail products are limited to manufacturer warranties. Warranties vary widely. SKG guarantees the labor and installation of these products for twelve months from date of delivery. This SKG warranty covers only issues related to delivery and installation and does not cover any performance issues related to the Retail products themselves.

**CLAIMS:** Excluding shipments for Drop-Ship Sales and shipments not arranged by seller, claims for product damaged during transportation shall be processed and managed by the seller. Damaged merchandise contained in seller-managed claims will be repaired to the satisfaction of the buyer or merchandise will be replaced.

**WARRANTY:** All furniture is warranted by the seller to be free from defects in workmanship in labor for a period of twelve (12) months from date of delivery unless otherwise specified. For product care and maintenance, please reference the manufacturer's website. Product maintenance will be disclosed in the product price list.

**DELAYS:** In the event construction delays or other causes, not within seller's control, prevent delivery to the installation site on the delivery date designated at time of purchase, product will be stored, at buyer's expense at an SKG-managed warehouse under the "short-term storage" clause below, until installation can be resumed. Any double-handling or redelivery charges shall be paid by buyer. All charges are the responsibility of the buyer.

Delays in installation can impact the ability to file warranty and concealed damage claims. All rejected claims due to delayed installation timelines not within the seller's control are the responsibility of the buyer.

**SHORT-TERM STORAGE:** Products stored at an SKG-managed warehouse, for any reason beyond the seller's control and in excess of 30-days beyond the delivery date designated at time of purchase, will incur storage fees invoiced to buyer at standard monthly rates published in the SKG Storage Agreement.

**PAYMENT:** All product received will be considered accepted by the buyer for purposes of payment. Buyer shall reserve the right to withhold 10% of the invoice amount for invoiced undelivered product along with associated dealer services fees until product is installed and complete. Any product received but is not able to be installed due to client delays or construction delays is subject to payment, along with any storage and double handling fees

Buyer agrees to pay a finance charge of 1.5% per month at the annual percentage rate of 18% on all delinquent invoices as well as expenses, attorney fees and court costs which seller incurs by reason of buyer's default. Any use tax, sales tax, excise tax, duty, custom or fee imposed by a government authority is the responsibility of the buyer. SKG hereby retains, and buyer hereby grants to SKG, a purchase money security interest in the merchandise until the entire price of the merchandise is paid in full. Buyer hereby appoints SKG as its true and lawful attorney-in-fact for purposes of executing all documentation necessary to evidence and perfect this security interest. Buyer is solely responsible, and SKG hereby disclaims any liability, for loss or damage to the merchandise once delivered to buyer's designated location.

**OUT OF STATE INVOICES FOR NON-EXEMPT CUSTOMERS:** State sales or use tax may be due in connection with the purchase and delivery of tangible personal property to individuals and businesses. If sales tax is not charged, the purchaser is required to file a use tax return if tax is due in connection with the purchase and delivery. The notice is required pursuant to tax provisions in various states

**ONLINE CREDIT CARD AND ACH PAYMENTS:** We offer online payment options to pay with a credit card or ACH. All credit card transactions will



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<b>Date</b>	04/24/2026
<b>Customer PO No</b>	
<b>Customer Name</b>	City of Round Rock
<b>Salesperson</b>	Jaclyn Sloan
<b>Project Number</b>	5683
<b>Terms</b>	NET 20
<b>Page</b>	5 of 5

incur a 3% service fee. Our online payment portal is available on our website here: <https://skgtexas.com/about/payment-options/>.



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SAFCO**

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Order Number	31834
Date	04/24/2025
Customer PO No	
Customer Name	City of Round Rock
Salesperson	Jaclyn Sloan
Project Number	5683
Terms	NET 20
Page	1 of 4

**T** City of Round Rock  
**O** 221 E. Main St.  
Round Rock, TX 78664  
  
ATTN: Matthew Smith  
Phone: 1-512-218-7016  
Email: msmith@roundrocktexas.gov

**I** City of Round Rock Public Safety Center  
**N** 2801 N Mays St  
**S** Round Rock, TX 78665  
**T**  
**A** ATTN: Sherri Crone  
**L** Email: apinvoices@roundrocktexas.gov  
**L**  
**A**  
**T**

Prepared for : City of Round Rock

Safco Omnia Contract #R240114

SKG Team Members  
Account Executive, Jaclyn Sloan, jsloan@skgtexas.com, 512-740-6344  
Project Manager, Stephen Poe, spoe@skgtexas.com  
Support Services Specialist, Kourtney Lauzon, klauzon@skgtexas.com

Line	Quantity	Description	Unit Price	Extended Amount
1	2 Each	SAFCO Products Company 5294--BL Industrial Wire Shelving Starter Unit, 24 x 48" BL Black Mark Line For: EMS STORAGE 1012	248.18	496.36
2	8 Each	SAFCO Products Company 5295--BL Industrial Wire Add-On Unit, 24 x 48" BL:Black Mark Line For: EMS STORAGE 1012	245.69	1,965.52

For Informational Purposes

Total Non-Taxable :	\$2,461.88
Total Taxable :	\$0.00

Product :	\$2,461.88
Freight :	\$0.00
Tariff :	\$0.00
Labor :	\$0.00
Services :	\$0.00
Subtotal :	\$2,461.88
<b>TOTAL ORDER :</b>	<b>\$2,461.88</b>

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Signature: \_\_\_\_\_ Name: \_\_\_\_\_ Title: \_\_\_\_\_ Date: \_\_\_\_\_



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<b>Date</b>	04/24/2026
<b>Customer PO No</b>	
<b>Customer Name</b>	City of Round Rock
<b>Salesperson</b>	Jaclyn Sloan
<b>Project Number</b>	5683
<b>Terms</b>	NET 20
<b>Page</b>	2 of 4

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Date	04/24/2026
Customer PO No	
Customer Name	City of Round Rock
Salesperson	Jaclyn Sloan
Project Number	5683
Terms	NET 20
Page	3 of 4

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- c. **Warranty:** All Retail products are limited to manufacturer warranties. Warranties vary widely. SKG guarantees the labor and installation of these products for twelve months from date of delivery. This SKG warranty covers only issues related to delivery and installation and does not cover any performance issues related to the Retail products themselves.

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**WARRANTY:** All furniture is warranted by the seller to be free from defects in workmanship in labor for a period of twelve (12) months from date of delivery unless otherwise specified. For product care and maintenance, please reference the manufacturer's website. Product maintenance will be disclosed in the product price list.

**DELAYS:** In the event construction delays or other causes, not within seller's control, prevent delivery to the installation site on the delivery date designated at time of purchase, product will be stored, at buyer's expense at an SKG-managed warehouse under the "short-term storage" clause below, until installation can be resumed. Any double-handling or redelivery charges shall be paid by buyer. All charges are the responsibility of the buyer.

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Buyer agrees to pay a finance charge of 1.5% per month at the annual percentage rate of 18% on all delinquent invoices as well as expenses, attorney fees and court costs which seller incurs by reason of buyer's default. Any use tax, sales tax, excise tax, duty, custom or fee imposed by a government authority is the responsibility of the buyer. SKG hereby retains, and buyer hereby grants to SKG, a purchase money security interest in the merchandise until the entire price of the merchandise is paid in full. Buyer hereby appoints SKG as its true and lawful attorney-in-fact for purposes of executing all documentation necessary to evidence and perfect this security interest. Buyer is solely responsible, and SKG hereby disclaims any liability, for loss or damage to the merchandise once delivered to buyer's designated location.

**OUT OF STATE INVOICES FOR NON-EXEMPT CUSTOMERS:** State sales or use tax may be due in connection with the purchase and delivery of tangible personal property to individuals and businesses. If sales tax is not charged, the purchaser is required to file a use tax return if tax is due in connection with the purchase and delivery. The notice is required pursuant to tax provisions in various states

**ONLINE CREDIT CARD AND ACH PAYMENTS:** We offer online payment options to pay with a credit card or ACH. All credit card transactions will



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<b>Order Number</b>	31834
<b>Date</b>	04/24/2026
<b>Customer PO No</b>	
<b>Customer Name</b>	City of Round Rock
<b>Salesperson</b>	Jaclyn Sloan
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<b>Terms</b>	NET 20
<b>Page</b>	4 of 4

incur a 3% service fee. Our online payment portal is available on our website here: <https://skgtexas.com/about/payment-options/>.



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SIT ON IT**

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Order Number	31835
Date	04/27/2026
Customer PO No	
Customer Name	City of Round Rock
Salesperson	Jaclyn Sloan
Project Number	5683
Terms	NET 20
Page	1 of 5

T City of Round Rock  
O 221 E. Main St.  
Round Rock, TX 78664  
  
ATTN: Matthew Smith  
Phone: 1-512-218-7016  
Email: msmith@roundrocktexas.gov

I City of Round Rock Public Safety Center  
N 2801 N Mays St  
S Round Rock, TX 78665  
T  
  
L ATTN: Sherri Crone  
L Email: apinvoices@roundrocktexas.gov  
A  
T

Prepared for : City of Round Rock

Sit On It Omnia Contract #R240104

SKG Team Members

Account Executive, Jaclyn Sloan, jsloan@skgtexas.com, 512-740-6344

Project Manager, Stephen Poe, spoe@skgtexas.com

Support Services Specialist, Kourtney Lauzon, klauzon@skgtexas.com

Line	Quantity	Description	Unit Price	Extended Amount
1	2 Each	Sit On It / Exemplis 1062FT3 S21.AR0--SC1-B17--CS6-MC20--FG7-CF STINSON, DISTRICT- CF STINSON, DISTRICT-UC Movi, Task Stool, Mesh Back, Armless SC1:Black B17:Black Base ~Black CS6:Hard Floor and Carpet Casters MC20:Onyx Mesh ~No Selection FG7:Fabric Grade 7 CF STINSON, DISTRICT:CF Stinson, District, Midnight CF STINSON, DISTRICT:CF Stinson, District, Midnight UC:Back Attached to Seat, Base Separate	533.79	1,067.58
2	4 Each	Sit On It / Exemplis 1062FT3 S21.AR0--SC1-B17--CS6-MC20--FG7--CF STINSON, DISTRICT- UC Movi, Task Stool, Mesh Back, Armless SC1:Black B17:Black Base ~Black CS6:Hard Floor and Carpet Casters MC20:Onyx Mesh ~No Selection FG7:Fabric Grade 7 ~No Selection CF STINSON, DISTRICT:CF Stinson, District, Midnight UC:Back Attached to Seat, Base Separate	533.79	2,135.16
3	80 Each	Sit On It / Exemplis 1061FT4 MB.AR0--SC1-FC1--CS6-MC20--FG7--CF Stinson, District-AC Movi, Nesting Chair, Mesh Back, Armless SC1:Black FC1:Black Base ~Black CS6:Hard Floor and Carpet Casters MC20:Onyx Mesh ~No Selection FG7:Fabric/Vinyl Grade 7 ~No Selection CF Stinson, District:CF Stinson, District, Midnight AC:Fully Assembled in Carton	454.00	36,320.00



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Order Number	31835
Date	04/27/2026
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Page	2 of 5

4	106 Each	Sit On It / Exemplis 1061FT4.MB.ARO--SC1-FC1--CS6-MC20--FG7--CF Stinson, District-AC Movi, Nesting Chair, Mesh Back, Armless SC1:Black FC1:Black Base ~:Black CS6:Hard Floor and Carpet Casters MC20:Onyx Mesh ~:No Selection FG7:Fabric/Vinyl Grade 7 ~:No Selection CF Stinson, District:CF Stinson, District, Midnight AC:Fully Assembled in Carton	454.00	48,124.00
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*For Informational Purposes*

Total Non-Taxable :	\$87,646.74
Total Taxable :	\$0.00

Product :	\$87,646.74
Freight :	\$0.00
Tariff :	\$0.00
Labor :	\$0.00
Services :	\$0.00
Subtotal :	\$87,646.74
<b>TOTAL ORDER :</b>	<b>\$87,646.74</b>

Proposal valid for 30 days. Pricing based on attached terms and agreements

Signature: \_\_\_\_\_ Name: \_\_\_\_\_ Title: \_\_\_\_\_ Date: \_\_\_\_\_



**City of Round Rock  
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SIT ON IT**

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Customer PO No	
Customer Name	City of Round Rock
Salesperson	Jaclyn Sloan
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# TERMS + CONDITIONS- OMNIA

Terms and Conditions of Sale for All Orders

Prices Quoted on This Proposal Subject to Change in 30 Days

**CANCELLATION AND CHANGES:** In the event this proposal is accepted (confirmed) by the buyer and becomes an order, it is understood and agreed it cannot be cancelled except by mutual consent. The seller's order confirmation is binding, and any subsequent changes are subject to seller's ability to conform and are dependent upon manufacturer approval. Changes in quantity or specifications are subject to approval by seller and manufacturer. Changes resulting in additional charges from the manufacturer shall be paid by the buyer. All requests for changes in quantity or specification shall be delivered to the seller in writing.

**DELIVERY AND INSTALLATION:** If product is shipped via any delivery service other than those arranged by seller or another certified Allsteel Dealer, seller is not responsible for processing freight claims related to damaged (including concealed damage) or lost product. Seller is not responsible for replacing damaged or lost product shipped via these services.

**DROP SHIP SALES:** If any product is drop-shipped, the seller's responsibility ends when the merchandise is shipped from the manufacturer's facility. Receiving, installation, damage claims, and all other service freight issues are the buyer's responsibility.

**DELIVERY & INSTALLATION/SITE CONDITIONS:** In the event delivery and/or installation is required as a part of this proposal, the following provisions shall apply:

- Condition of Job Site:** The job site shall be clean, clear and free of debris prior to installation. Flooring, floor bases and ceiling tiles to be placed prior to product delivery and installation. Any product installation taking place during adjacent construction activity renders the buyer responsible for cleaning the product. Any third-party actions resulting in theft or damages of product is the responsibility of the buyer.
- Job Site Services:** Electric current, heat/air, hoisting and/or elevator service to be furnished without charge to seller. Adequate facilities for offloading, staging, moving and handling of merchandise shall be provided. Pricing does NOT include any stair carry unless specifically noted.
- Special Packaging or Handling:** If special packaging or handling is required that is not contained in the specifications, it will be subject to extra charges from the buyer.
- Delivery and Installation:** Pricing is based on known building rules and regulations at the installation site. Delivery of product will be consolidated for efficiency at the discretion of the seller. Installation is priced for and will be performed during normal working hours unless otherwise specified. If buyer requests additional performance outside of original scope or beyond the parameters described hereto, additional charges may apply.
- Installation:** Delivery & Installation fees are based on original approved and signed-off plans with associated order. Any requested field changes require buyer approval. Additional installation labor, where necessary, is charged at standard installation rates.
- On-Site Staging/Storage:** Provided the merchandise does not arrive at the site earlier than the date requested, safe and adequate storage space will be provided by the buyer. If the space provided is inadequate and requires excessive sorting, excessive sorting costs will be reimbursed by the buyer. If the space provided is inconveniently located or on another floor, any extra costs for double-handling and/or transporting to and from storage areas will be reimbursed by the buyer. If the merchandise must be moved due to progress of other trades or other reasons not within the control of the seller, the extra cost of such moving will be the responsibility of the buyer.
- Erection and Assembly:** Seller's ability to erect or assemble furniture or to permanently attach, affix, or bolt in place movable furniture is dependent on jurisdictional agreements. If trade regulations enforced at the time of installation require the use of tradesmen at the site other than the seller's own installation personnel, resulting additional costs will be paid by the buyer.



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Order Number	31835
Date	04/27/2026
Customer PO No	
Customer Name	City of Round Rock
Salesperson	Jadyn Sloan
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- 8. **Damage:** After product delivery to the installation site, any loss or damage by weather, fire, water, other trades or any risks beyond the control of the seller, shall be the responsibility of the buyer, and the buyer agrees to hold the seller harmless from loss for such reasons.
- 9. **Insurance:** Public Liability, Worker's Compensation, Property Damage, Automotive and Occupational Disease Insurance are carried by the seller and certificates will be delivered upon request. Fire, tornado, flood, and other insurance at the site to be provided for and paid by the owner.

**RETAIL PRODUCTS:** Purchases from open line retailers are considered Retail products. SKG is glad to source, receive, consolidate, deliver and install Retail products with other commercially sourced products. Because Retail product vendors operate in fundamentally different ways, buyer is encouraged to consider differences in how these products are purchased, managed and warrantied compared to commercially sourced products.

- a. **Purchasing:** In many cases, Retail vendors do not guarantee product availability and do not offer payment terms. Orders for Retail products must be placed immediately and are paid for at time of order placement. As a result, SKG requests a 90% progress payment by Buyer at time of order placement.
- b. **Product Management/Storage:** As Retail products are often purchased immediately, delivery timelines for these products cannot be coordinated with other commercially sourced products. This commonly results in Retail products arriving well in advance of installation dates. Should Retail products require short-term storage at a SKG-managed warehouse in excess of 30-days after product is received, Buyer agrees to pay storage fees at standard monthly rates published in the SKG Storage Agreement. Storage of Retail products impacts the ability to file warranty and concealed damage claims and, as such, must be considered by Buyer as an additional risk associated with selecting Retail products.
- c. **Warranty:** All Retail products are limited to manufacturer warranties. Warranties vary widely. SKG guarantees the labor and installation of these products for twelve months from date of delivery. This SKG warranty covers only issues related to delivery and installation and does not cover any performance issues related to the Retail products themselves.

**CLAIMS:** Excluding shipments for Drop-Ship Sales and shipments not arranged by seller, claims for product damaged during transportation shall be processed and managed by the seller. Damaged merchandise contained in seller-managed claims will be repaired to the satisfaction of the buyer or merchandise will be replaced.

**WARRANTY:** All furniture is warranted by the seller to be free from defects in workmanship in labor for a period of twelve (12) months from date of delivery unless otherwise specified. For product care and maintenance, please reference the manufacturer's website. Product maintenance will be disclosed in the product price list.

**DELAYS:** In the event construction delays or other causes, not within seller's control, prevent delivery to the installation site on the delivery date designated at time of purchase, product will be stored, at buyer's expense at an SKG-managed warehouse under the "short-term storage" clause below, until installation can be resumed. Any double-handling or redelivery charges shall be paid by buyer. All charges are the responsibility of the buyer.

Delays in installation can impact the ability to file warranty and concealed damage claims. All rejected claims due to delayed installation timelines not within the seller's control are the responsibility of the buyer.

**SHORT-TERM STORAGE:** Products stored at an SKG-managed warehouse, for any reason beyond the seller's control and in excess of 30-days beyond the delivery date designated at time of purchase, will incur storage fees invoiced to buyer at standard monthly rates published in the SKG Storage Agreement.

**PAYMENT:** All product received will be considered accepted by the buyer for purposes of payment. Buyer shall reserve the right to withhold 10% of the invoice amount for invoiced undelivered product along with associated dealer services fees until product is installed and complete. Any product received but is not able to be installed due to client delays or construction delays is subject to payment, along with any storage and double handling fees

Buyer agrees to pay a finance charge of 1.5% per month at the annual percentage rate of 18% on all delinquent invoices as well as expenses, attorney fees and court costs which seller incurs by reason of buyer's default. Any use tax, sales tax, excise tax, duty, custom or fee imposed by a government authority is the responsibility of the buyer. SKG hereby retains, and buyer hereby grants to SKG, a purchase money security interest in the merchandise until the entire price of the merchandise is paid in full. Buyer hereby appoints SKG as its true and lawful attorney-in-fact for purposes of executing all documentation necessary to evidence and perfect this security interest. Buyer is solely responsible, and SKG hereby disclaims any liability, for loss or damage to the merchandise once delivered to buyer's designated location.

**OUT OF STATE INVOICES FOR NON-EXEMPT CUSTOMERS:** State sales or use tax may be due in connection with the purchase and delivery of tangible personal property to individuals and businesses. If sales tax is not charged, the purchaser is required to file a use tax return if tax is due in connection with the purchase and delivery. The notice is required pursuant to tax provisions in various states

**ONLINE CREDIT CARD AND ACH PAYMENTS:** We offer online payment options to pay with a credit card or ACH. All credit card transactions will



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<b>Order Number</b>	31835
<b>Date</b>	04/27/2026
<b>Customer PO No</b>	
<b>Customer Name</b>	City of Round Rock
<b>Salesperson</b>	Jaclyn Sloan
<b>Project Number</b>	5683
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incur a 3% service fee. Our online payment portal is available on our website here: <https://skgtexas.com/about/payment-options/>.



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Order Number	31154
Date	04/24/2026
Customer PO No	
Customer Name	City of Round Rock
Salesperson	Jaclyn Sloan
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T City of Round Rock  
O 221 E. Main St.  
Round Rock, TX 78664  
  
ATTN: Matthew Smith  
Phone: 1-512-218-7016  
Email: msmith@roundrocktexas.gov

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City of Round Rock Public Safety Center  
2801 N Mays St  
Round Rock, TX 78665  
  
ATTN: Sherri Crone

Prepared for : City of Round Rock

Allsteel Omnia Contract #R240102  
Labor for SO'S 31154, 31833, 31834, 31835, and 31836.

SKG Team Members  
Account Executive, Jaclyn Sloan, jsloan@skgtexas.com, 512-740-6344  
Project Manager, Stephen Poe, spoe@skgtexas.com  
Support Services Specialist, Kourtney Lauzon, klauzon@skgtexas.com

Group	Quantity	Description	Unit Price	Extended Amount
Dual Classrooms	2.0		\$19,991.16	39,982.32

Line	Quantity	Description	Unit Price	Extended Amount
4	36.00 Each	Allsteel LLC AW4GANG GANGING HARDWARE Mark Line For: DUAL CLASSROOMS (2)	39.60	1,425.60
7	36.00 Each	Allsteel LLC AW2VM24N60CB--\$(P1)-.P27-.B 24X60 NSTNG V-LEG/CT \$(P1):P1 Paint Opts .P27:Black .B:Black Mark Line For: DUAL CLASSROOMS (2)	676.44	24,351.84
10	36.00 Each	Allsteel LLC AW3LF2460V--.X-\$(L1STD)-.LAHD-.SW-.AGO 24DX60W AWARE TOP LAM FLATEDG FOR V-FIXED/NEST .X:Standard Wood \$(L1STD):Grd L1 Standard Laminates .LAHD:Handspun Dove .SW:Skyline Walnut .AGO:No Cutouts Mark Line For: DUAL CLASSROOMS (2) 24x60-N	276.84	9,966.24
12	2.00 Each	Allsteel LLC AW4LECT--.X-\$(L2STD)-.LSW1-SW-\$(P2)-.PR6 43.8 X 19.7 X2 6 TECHNOLOGY READY LECTERN .X:Standard Wood \$(L2STD):Grd L2 Standard Laminates .LSW1:Skyline Walnut SW:Skyline Walnut \$(P2):P2 Paint Opts .PR6:Silver Mark Line For: DUAL CLASSROOMS (2) LECTERN	2,119.32	4,238.64



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Group	Quantity	Description	Unit Price	Extended Amount
Main Building Expansion	1.0		\$55,422.72	55,422.72

Line	Quantity	Description	Unit Price	Extended Amount
5	30.00 Each	Allsteel LLC AW4GANG GANGING HARDWARE Mark Line For: MAIN BLDG EXPANSION	39.60	1,188.00
8	48.00 Each	Allsteel LLC AW2VM24N60CB--\$(P1)-P27- B 24X60 NSTNG V-LEG/CT \$(P1):P1 Paint Opts P27:Black B:Black Mark Line For: MAIN BLDG EXPANSION	676.44	32,469.12
11	48.00 Each	Allsteel LLC AW3LF2460V--.X-\$(L1STD)- LAHD- SW-AGO 24DX60W AWARE TOP LAM FLATEDG FOR V-FIXED/NEST .X:Standard Wood \$(L1STD):Grd L1 Standard Laminates LAHD:Handspun Dove SW:Skyline Walnut AGO:No Cutouts Mark Line For: MAIN BLDG EXPANSION 24x60-N	276.84	13,288.32
13	4.00 Each	Allsteel LLC AW4LECT--.X-\$(L2STD)-.LSW1-SW-\$(P2)- PR6 43 8 X 19 7 X2 6 TECHNOLOGY READY LECTERN .X:Standard Wood \$(L2STD):Grd L2 Standard Laminates LSW1:Skyline Walnut SW:Skyline Walnut \$(P2):P2 Paint Opts PR6:Silver Mark Line For: MAIN BLDG EXPANSION LECTERN	2,119.32	8,477.28

Group	Quantity	Description	Unit Price	Extended Amount
Open Office 1010	1.0		\$35,796.25	35,796.25

Line	Quantity	Description	Unit Price	Extended Amount
1	6.00 Each	Allsteel LLC AWMGLTNO--\$(P2)-.PR6-.2-.H-\$(3)-.SX-23 ACUITY WORKADJARMESHBACKGRAPH-TITANM W/LSTRMESH \$(P2):P2 Paint Grade PR6:Silver 2 Standard cylinder H:Black Dual-Wheel Hard Caster \$(3):GRD 3 UPH SX:Moxie 23:Basalt Mark Line For: OPEN OFFICE 1010 TRA	1,257.20	7,543.20



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		ACUITY WOR		
6	2.00 Each	Allsteel LLC AMPTXM29G--\$(P2)-.PR2 STRUCTURE X BASE MED. SEATED HEIGHT WITH GLIDES \$(P2) P2 Paint Grade .PR2 Platinum Metallic Mark Line For: OPEN OFFICE 1010 TRA XB29	289.08	578.16
9	2.00 Each	Allsteel LLC AMPTLF30SQR--X-\$(L2STD)-.LSW1-.SW STRUCTURE 30 X 30 SQUARE TOP LAMINATE - SQUARE EDGE .X Standard Wood \$(L2STD):Grd L2 Standard Laminates .LSW1 Skyline Walnut .SW Skyline Walnut Mark Line For: OPEN OFFICE 1010 TRA 30x30	191.88	383.76
22	3.00 Each	Allsteel LLC WKYST502424LFF--X-\$(L2STD)-.LSW1-.SW-\$(L2STD)-.LSW1-.SW-.SP- EL-.PF-PR6-.OMT APPROACH SIDE 50H 24W 24D LFF WITH FEET .X Standard Wood \$(L2STD):Grd L2 Standard Laminates .LSW1: Skyline Walnut .SW: Skyline Walnut \$(L2STD):Grd L2 Standard Laminates .LSW1: Skyline Walnut .SW: Skyline Walnut .SP Square EL:Matte Silver .PF:Post Foot PR6:Silver .OMT:OMT 2 Cores To Ord key Alike Mark Line For: OPEN OFFICE 1010 TRA SA 50x24x2	1,529.96	4,589.88
23	3.00 Each	Allsteel LLC WKYST502424RFF--X-\$(L2STD)-.LSW1-.SW-\$(L2STD)-.LSW1-.SW-.SP- EL-.PF-PR6-.OMT APPROACH SIDE 50H 24W 24D RFF WITH FEET .X:Standard Wood \$(L2STD):Grd L2 Standard Laminates .LSW1:Skyline Walnut .SW:Skyline Walnut \$(L2STD):Grd L2 Standard Laminates .LSW1:Skyline Walnut .SW:Skyline Walnut .SP:Square EL:Matte Silver .PF:Post Foot PR6:Silver .OMT:OMT 2 Cores To Ord key Alike Mark Line For: OPEN OFFICE 1010 TRA SA 50x24x2	1,529.96	4,589.88
26	6.00 Each	Allsteel LLC TKG41524MS PAINTED STEEL MARKERBOARD TILE 15H X 24W Mark Line For: OPEN OFFICE 1010 TRA	115.42	692.52
27	6.00 Each	Allsteel LLC TKSK24 TER 24W SEGMENT KIT Mark Line For: OPEN OFFICE 1010 TRA	10.15	60.90
30	12.00 Each	Allsteel LLC Z5SC60 48W EXTERNAL SUPT CHANNEL FOR 60W WS	34.51	414.12



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		Mark Line For: OPEN OFFICE 1010 TRA SC 48		
31	1.00 Each	Allsteel LLC A871024-- P PASS-THRU CABLE W/O POWER BLOCK 24W .P:Black Mark Line For: OPEN OFFICE 1010 TRA PT24	68.44	68.44
32	1.00 Each	Allsteel LLC A871048-- P PASS-THRU CABLE W/O POWER BLOCK 48W .P:Black Mark Line For: OPEN OFFICE 1010 TRA PT48	71.34	71.34
33	1.00 Each	Allsteel LLC A871124-- P PASS-THRU HARNESS W/POWER BLOCK 24W .P:Black Mark Line For: OPEN OFFICE 1010 TRA PTP24	74.53	74.53
34	3.00 Each	Allsteel LLC A871260--P POWER HARNESS 60W .P:Black Mark Line For: OPEN OFFICE 1010 TRA P60	129.63	388.89
35	6.00 Each	Allsteel LLC A873501--ES TER/2.6/ALIGN DUPLEX RECEPTACLE CIRCUIT 1 .ES Silver Mark Line For: OPEN OFFICE 1010 TRA 1	22.62	135.72
36	6.00 Each	Allsteel LLC A873503--ES TER/2.6/ALIGN DUPLEX RECEPTACLE CIRCUIT 3 .ES Silver Mark Line For: OPEN OFFICE 1010 TRA 3	22.62	135.72
37	1.00 Each	Allsteel LLC A876072--P BASE INFEED 6FTSEALTIGHT CABLE .P Black Mark Line For: OPEN OFFICE 1010 TRA BIF-72	136.88	136.88
39	6.00 Each	Allsteel LLC TK03224WR--\$(P2)-.PR2 STRUCTURAL RACEWAY PANEL FRAME-NO TOP TRIM 32HX24W \$(P2):P2 Paint Opts .PR2 Platinum Metallic Mark Line For: OPEN OFFICE 1010 TRA 30Hx24W	129.05	774.30
40	11.00 Each	Allsteel LLC TK05024WR--\$(P2)-.PR2 STRUCTURAL RACEWAY PNL FR-NO TOP TRIM 50HX24W \$(P2):p2 Paint Opts .PR2 Platinum Metallic Mark Line For: OPEN OFFICE 1010 TRA 50Hx24W	143.84	1,582.24
41	4.00 Each	Allsteel LLC TK05036WR--\$(P2)-.PR2 STRUCTURAL RACEWAY PNL FR-NO TOP TRIM 50HX36W \$(P2):p2 Paint Opts .PR2:Platinum Metallic	155.44	621.76



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		Mark Line For: OPEN OFFICE 1010 TRA 50Hx36W		
42	1.00 Each	Allsteel LLC TK05048WR--\$(P2)-.PR2 STRUCTURAL RACEWAY PNL FR-NO TOP TRIM 50HX48W \$(P2):p2 Paint Opts .PR2:Platinum Metallic Mark Line For: OPEN OFFICE 1010 TRA 50Hx48W	165.30	165.30
43	3.00 Each	Allsteel LLC TK05060WR--\$(P2)-.PR2 STRUCTURAL RACEWAY PNL FR-NO TOP TRIM 50HX60W \$(P2):p2 Paint Opts .PR2:Platinum Metallic Mark Line For: OPEN OFFICE 1010 TRA 50Hx60W	180.96	542.88
44	4.00 Each	Allsteel LLC TK320HF--\$(P2)-.PR2 HIGH/LOW CONNECTOR KIT - 20 H FLAT \$(P2):p2 Paint Opts .PR2:Platinum Metallic Mark Line For: OPEN OFFICE 1010 TRA 20HLE	42.34	169.36
45	17.00 Each	Allsteel LLC TK324PTFK--\$(P2)-.PR2 TERR FLAT TOP TRIM \$(P2):p2 Paint Opts .PR2:Platinum Metallic Mark Line For: OPEN OFFICE 1010 TRA TC24	30.16	512.72
46	6.00 Each	Allsteel LLC TK332EF--\$(P2)-.PR2 E32 DNA FE TRIM CON \$(P2) P2 Paint Opts .PR2 Platinum Metallic Mark Line For: OPEN OFFICE 1010 TRA 30E	40.89	245.34
47	2.00 Each	Allsteel LLC TK332LF--\$(P2)-.PR2 L32 DNA FLAT C-KIT \$(P2):P2 Paint Opts .PR2:Platinum Metallic Mark Line For: OPEN OFFICE 1010 TRA 30L	71.34	142.68
48	2.00 Each	Allsteel LLC TK332TF--\$(P2)-.PR2 T32 DNA FLAT C-KIT \$(P2) P2 Paint Opts .PR2 Platinum Metallic Mark Line For: OPEN OFFICE 1010 TRA 30T	71.34	142.68
49	4.00 Each	Allsteel LLC TK336PTFK--\$(P2)-.PR2 TERR FLAT TOP TRIM \$(P2) p2 Paint Opts .PR2 Platinum Metallic Mark Line For: OPEN OFFICE 1010 TRA TC36	35.67	142.68
50	1.00 Each	Allsteel LLC TK348PTFK--\$(P2)-.PR2 TERR FLAT TOP TRIM \$(P2) p2 Paint Opts .PR2 Platinum Metallic Mark Line For: OPEN OFFICE 1010 TRA	42.34	42.34



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		TC48		
51	2.00 Each	Allsteel LLC TK350EF--\$(P2)- PR2 E END TRIM FLAT CONNKIT - 50H BASE PANEL \$(P2):p2 Paint Opts .PR2:Platinum Metallic Mark Line For: OPEN OFFICE 1010 TRA 50E	54.81	109.62
52	2.00 Each	Allsteel LLC TK350TF--\$(P2)- PR2 T 3-WAY FLAT CONNECTOR KIT - 50H BASE PANEL \$(P2):p2 Paint Opts .PR2:Platinum Metallic Mark Line For: OPEN OFFICE 1010 TRA 50T	86.42	172.84
53	1.00 Each	Allsteel LLC TK350XF--\$(P2)- PR2 X4-WAY FLAT CONNECTOR KIT - 50H BASE PANEL \$(P2):p2 Paint Opts .PR2:Platinum Metallic Mark Line For: OPEN OFFICE 1010 TRA 50X	79.46	79.46
54	3.00 Each	Allsteel LLC TK360PTFK--\$(P2)- PR2 TERR FLAT TOP TRIM \$(P2):p2 Paint Opts .PR2:Platinum Metallic Mark Line For: OPEN OFFICE 1010 TRA TC60	50.17	150.51
57	6.00 Each	Allsteel LLC T624CB--\$(P2)-.PR2 CANTILEVER BRACKET 24D/30D UNIVERSAL \$(P2):P2 Paint Opts .PR2:Platinum Metallic Mark Line For: OPEN OFFICE 1010 TRA CNH	72.21	433.26
58	9.00 Each	Allsteel LLC T6BK--\$(P2)- PR2 WORKSURFACE BRACKET KIT \$(P2):P2 Paint Opts .PR2:Platinum Metallic Mark Line For: OPEN OFFICE 1010 TRA WBK	28.42	255.78
59	6.00 Each	Allsteel LLC TKSL2429P--\$(P2)-.PR2 TER DNA SUPPORT LEG 24DX29-1/2H \$(P2):P2 Paint Opts .PR2:Platinum Metallic Mark Line For: OPEN OFFICE 1010 TRA PSL	97.44	584.64
60	6.00 Each	Allsteel LLC TKG43024T--\$(B)-.COA-906 TER TACKABLE ACOUSTIC TILE 30H X 24W \$(B):Grd B FAB .COA:Coast 906:Silt Mark Line For: OPEN OFFICE 1010 TRA	54.81	328.86
61	4.00 Each	Allsteel LLC TKG43224T--\$(B)-.COA-906 25H TACKABLE ACOUSTICAL TILE 25H X 24 W \$(B):Grd B FAB .COA:Coast 906:Silt Mark Line For: OPEN OFFICE 1010 TRA	53.07	212.28



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62	2.00 Each	Allsteel LLC TKG43224T--\$(A)-.REF-924 25H TACKABLE ACOUSTICAL TILE 25H X 24 W \$(A):Grd A FAB .REF:Reflections 924:Stainless Mark Line For: OPEN OFFICE 1010 TRA	48.72	97.44
63	12.00 Each	Allsteel LLC TKG45024T--\$(B)-.COA-906 TER TACKABLE ACOUSTIC TILE 50H X 24W \$(B):Grd B FAB .COA:Coast 906:Silt Mark Line For: OPEN OFFICE 1010 TRA	81.49	977.88
64	6.00 Each	Allsteel LLC TKG45036T--\$(B)-.COA-906 TER TACKABLE ACOUSTIC TILE 50H X 36W \$(B):Grd B FAB .COA:Coast 906:Silt Mark Line For: OPEN OFFICE 1010 TRA	111.07	666.42
65	2.00 Each	Allsteel LLC TKG45048T--\$(B)-.COA-906 TER TACKABLE ACOUSTIC TILE 50H X 48W \$(B):Grd B FAB .COA:Coast 906:Silt Mark Line For: OPEN OFFICE 1010 TRA	139.49	278.98
66	6.00 Each	Allsteel LLC TKG45060T--\$(B)-.COA-906 TER TACKABLE ACOUSTIC TILE 50H X 60W \$(B):Grd B FAB .COA:Coast 906:Silt Mark Line For: OPEN OFFICE 1010 TRA	157.76	946.56
68	1.00 Each	Allsteel LLC LKFE2SLV--\$(KEYNUM)-.SEQ/-107-.6 LOCK CORE KIT SILVER - 2 CORES 2 KEYS \$(KEYNUM) Key Number .SEQ/:Key Number Sequence Start 107:Key Number 107 .6:6 Mark Line For: OPEN OFFICE 1010 KEY	89.32	89.32
69	12.00 Each	Allsteel LLC T52460S--\$(L2STD)-.LSW1-.SW-P PRIMARY 24DX60W FLAT EG LAM W/GROMMETS \$(L2STD):Grd L2 Standard Laminates .LSW1:Skyline Walnut .SW:Skyline Walnut .P:Plastic Grommet Mark Line For: OPEN OFFICE 1010 TRA 24x60	233.16	2,797.92
70	6.00 Each	Allsteel LLC TKG42524LM-- X-\$(L2STD)-.LSW1- SW- VST LAMINATE TILE 25H X 24W .X:Non-FSC Wood \$(L2STD):Grd L2 Standard Laminates .LSW1:Skyline Walnut .SW:Skyline Walnut .VST:Vertical Grain Mark Line For: OPEN OFFICE 1010 TRA	190.53	1,143.18
71	4.00 Each	Allsteel LLC TKG44524LM-- X-\$(L2STD)-.LSW1- SW- VST LAMINATE TILE 50H X 24W	243.02	972.08



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SKG - Austin  
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		X: Non-FSC Wood \$(L2STD): Grd L2 Standard Laminates LSW1: Skyline Walnut SW: Skyline Walnut VST: Vertical Grain Mark Line For: OPEN OFFICE 1010 TRA		
72	2.00 Each	Allsteel LLC TKG44536LM-- X-\$(L2STD)-LSW1-SW-VST LAMINATE TILE 50H X 36W X Non-FSC Wood \$(L2STD) Grd L2 Standard Laminates LSW1 Skyline Walnut SW Skyline Walnut VST Vertical Grain Mark Line For: OPEN OFFICE 1010 TRA	275.50	551.00

Group	Quantity	Description	Unit Price	Extended Amount
Private Offices	5.0		\$5,039.13	25,195.65

Line	Quantity	Description	Unit Price	Extended Amount
2	2.00 Each	Allsteel LLC AWMGLTNO--\$(P2)-PR6-2-H-\$(3)-SX-23 ACUITY WORKADJARMESHBACKGRAPH-TITANM WLSTRMESH \$(P2) P2 Paint Grade PR6 Silver 2 Standard cylinder H Black Dual-Wheel Hard Caster \$(3) GRD 3 UPH SX Moxie 23 Basalt Mark Line For: PO_LH ACUITY WOR	1,257.20	2,514.40
3	3.00 Each	Allsteel LLC AWMGLTNO--\$(P2)-PR6-2-H-\$(3)-SX-23 ACUITY WORKADJARMESHBACKGRAPH-TITANM WLSTRMESH \$(P2) P2 Paint Grade PR6 Silver 2 Standard cylinder H Black Dual-Wheel Hard Caster \$(3) GRD 3 UPH SX Moxie 23 Basalt Mark Line For: PO_RH ACUITY WOR	1,257.20	3,771.60
14	2.00 Each	Allsteel LLC WKNSP281524-BBF-- X-\$(L2STD)-LSW1-SW-\$(L2STD)-LSW1-SW-SP- EL-OMT APPROACH 15W SUPPORT PEDESTAL 28 1/8 H24D BBF NO FEET X Standard Wood \$(L2STD) Grd L2 Standard Laminates LSW1: Skyline Walnut SW: Skyline Walnut \$(L2STD) Grd L2 Standard Laminates LSW1: Skyline Walnut SW: Skyline Walnut SP Square EL Matte Silver OMT: OMT Core to Ord key Alike Mark Line For: PO_LH B/B/F-L	538.65	1,077.30



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15	3.00 Each	Allsteel LLC WKNSP281524-BBF--X-\$(L2STD)-LSW1-SW-\$(L2STD)-LSW1-SW- SP- EL- OMT APPROACH 15W SUPPORT PEDESTAL 28 1/8 H24D BBF NO FEET .X Standard Wood \$(L2STD):Grd L2 Standard Laminates .LSW1 Skyline Walnut SW Skyline Walnut \$(L2STD):Grd L2 Standard Laminates .LSW1 Skyline Walnut SW Skyline Walnut .SP Square EL Matte Silver OMT:OMT Core to Ord key Alike Mark Line For: PO_RH B/B/F-L	538.65	1,615.95
16	2.00 Each	Allsteel LLC WKSHL296030--X-\$(L2STD)-LSW1-SW- B-P APPROACH SHELL DESK - 30D X 60W .X Standard Wood \$(L2STD):Grd L2 Standard Laminates .LSW1 Skyline Walnut SW Skyline Walnut .B Left and Right P Plastic Grommet Mark Line For: PO_LH 30x60	853.97	1,707.94
17	3.00 Each	Allsteel LLC WKSHL296030--X-\$(L2STD)-LSW1-SW- B-P APPROACH SHELL DESK - 30D X 60W .X Standard Wood \$(L2STD):Grd L2 Standard Laminates .LSW1 Skyline Walnut SW Skyline Walnut .B Left and Right P Plastic Grommet Mark Line For: PO_RH 30x60	853.97	2,561.91
18	2.00 Each	Allsteel LLC WKOH157215-HDL--X-\$(L2STD)-LSW1-SW-\$(L2STD)-LSW1-SW- OMT APPROACH OVRHED 15HX72WX15D W/ 4 HD LAM FRONT .X Standard Wood \$(L2STD):Grd L2 Standard Laminates .LSW1 Skyline Walnut SW Skyline Walnut \$(L2STD):Grd L2 Standard Laminates .LSW1 Skyline Walnut SW Skyline Walnut OMT:Omit Lock Mark Line For: PO_LH OH 72	1,007.69	2,015.38
19	3.00 Each	Allsteel LLC WKOH157215-HDL--X-\$(L2STD)-LSW1-SW-\$(L2STD)-LSW1-SW- OMT APPROACH OVRHED 15HX72WX15D W/ 4 HD LAM FRONT .X Standard Wood \$(L2STD):Grd L2 Standard Laminates .LSW1 Skyline Walnut SW Skyline Walnut \$(L2STD):Grd L2 Standard Laminates .LSW1 Skyline Walnut SW Skyline Walnut OMT:Omit Lock Mark Line For: PO_RH OH 72	1,007.69	3,023.07
20	2.00	Allsteel LLC	1,058.72	2,117.44



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	Each	WKNT651818R--X-\$(L2STD)-.LSW1-SW-\$(L2STD)-.LSW1-SW-SP-EL-.OMT APPROACH WARDROBE 65H 18W 18D R NO FEET .X:Standard Wood \$(L2STD):Grd L2 Standard Laminates .LSW1:Skyline Walnut SW:Skyline Walnut \$(L2STD):Grd L2 Standard Laminates .LSW1:Skyline Walnut SW:Skyline Walnut .SP:Square EL:Matte Silver .OMT:OMT Core to Ord key Alike Mark Line For: PO_LH ST 65x18x1		
21	3.00 Each	Allsteel LLC WKNT651818L--X-\$(L2STD)-.LSW1-SW-\$(L2STD)-.LSW1-SW-SP-EL-.OMT APPROACH WARDROBE 65H 18W 18D L NO FEET .X:Standard Wood \$(L2STD):Grd L2 Standard Laminates .LSW1:Skyline Walnut SW:Skyline Walnut \$(L2STD):Grd L2 Standard Laminates .LSW1:Skyline Walnut SW:Skyline Walnut .SP:Square EL:Matte Silver .OMT:OMT Core to Ord key Alike Mark Line For: PO_RH ST 65x18x1	1,058.72	3,176.16
24	2.00 Each	Allsteel LLC WKWSRS4224--X-\$(L2STD)-.LSW1-SW-C-P APPROACH WKSF RECTANGULAR 42WX24D .X:Standard Wood \$(L2STD):Grd L2 Standard Laminates .LSW1:Skyline Walnut SW:Skyline Walnut .C:Center P:Plastic Grommet Mark Line For: PO_LH 24x42	224.59	449.18
25	3.00 Each	Allsteel LLC WKWSRS4224--X-\$(L2STD)-.LSW1-SW-C-P APPROACH WKSF RECTANGULAR 42WX24D .X:Standard Wood \$(L2STD):Grd L2 Standard Laminates .LSW1:Skyline Walnut SW:Skyline Walnut .C:Center P:Plastic Grommet Mark Line For: PO_RH 24x42	224.59	673.77
28	2.00 Each	Allsteel LLC T624FB FLAT BRACKET 24D Mark Line For: PO_LH FB	25.23	50.46
29	3.00 Each	Allsteel LLC T624FB FLAT BRACKET 24D Mark Line For: PO_RH FB	25.23	75.69
38	1.00 Each	Allsteel LLC AMKF22--X MASTER KEY .X.No Color Choice	9.86	9.86



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		Mark Line For: PRIVATE OFFICE KEYS		
55	2.00 Each	Allsteel LLC AJTRGH24--\$(P2)-PR2 24 CABLE MANAGEMENT TRAY \$(P2) P2 Paint Opts .PR2 Platinum Metallic Mark Line For: PO_LH J-CMT	41.18	82.36
56	3.00 Each	Allsteel LLC AJTRGH24--\$(P2)-PR2 24 CABLE MANAGEMENT TRAY \$(P2) P2 Paint Opts .PR2 Platinum Metallic Mark Line For: PO_RH J-CMT	41.18	123.54
67	1.00 Each	Allsteel LLC LKFE4SLV--\$(KEYNUM)-SEQ/101-5 LOCK CORE KIT SILVER - 4 CORES 2 KEYS \$(KEYNUM) Key Number .SEQ/Key Number Sequence Start 101 Key Number 101 .5.5 Mark Line For: PRIVATE OFFICE KEYS	149.64	149.64

Group	Quantity	Description	Unit Price	Extended Amount
Z.Contingency	1.0		\$30,766.23	30,766.23

Line	Quantity	Description	Unit Price	Extended Amount
73	1.00 Each	Shelton Keller Group Contingency Contingency	30,766.23	30,766.23

Group	Quantity	Description	Unit Price	Extended Amount
Z.Services	1.0		\$30,744.37	30,744.37

Line	Quantity	Description	Unit Price	Extended Amount
74	1.00 Each	SKG Delivery & Installation Dealer Services Site Conditions - Standard Building Conditions - Freight Elevator Available - No Building Protection Needed - Sufficient Staging Area at Delivery Location - Installation Area will be Clean, Free of Trades and Ready for Final Assembly/ Installation of Products - Additional Costs for Street Offload - Additional Costs for Long Push from Trailer to Final Placement (>50 yards) - Additional Costs for Stair Carry - Additional Costs if Badging/Security Check In Required - Additional Costs for Site Required Safety Training or Orientation  Delivery Conditions: - All Product Delivered to Installer warehouse at least 48 hours prior to installation date	28,623.45	28,623.45



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		<ul style="list-style-type: none"> <li>- All Product will be brought to Installation site on a single trip</li> <li>- SKG has dedicated access to loading dock and freight elevator during deliveries</li> <li>- SKG delivers product direct from trailer to final location (or within reasonable vicinity)</li> <li>- Additional costs for standing hours/down time due to other trades at dock, elevator, final location</li> </ul> <p>Install Conditions:</p> <ul style="list-style-type: none"> <li>- Pricing Based on Normal Business Hours Installation</li> <li>- Pricing Based on Normal Business Hours Delivery</li> </ul> <p>General Conditions:</p> <ul style="list-style-type: none"> <li>- Dealer Services Includes Receiving, Warehousing, Delivery and Installation of only product explicitly listed and specified</li> <li>- Pricing Includes Removal of Trash, Debris and New Product Packaging from Installation Site</li> <li>- Excludes any extra handling and storage due to any delay beyond the control of SKG</li> </ul>		
75	1.00 Each	SKG Project Management Project Management Services Project Management Services	2,120.92	2,120.92

*For Informational Purposes*

Total Non-Taxable :	\$217,907.54
Total Taxable :	\$0.00

Product :	\$156,396.94
Freight :	\$0.00
Tariff :	\$0.00
Labor :	\$61,510.60
Services :	\$0.00
Subtotal :	\$217,907.54
<b>TOTAL ORDER :</b>	<b>\$217,907.54</b>

Proposal valid for 30 days. Pricing based on attached terms and agreements

Signature: \_\_\_\_\_ Name: \_\_\_\_\_ Title: \_\_\_\_\_ Date: \_\_\_\_\_



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# TERMS + CONDITIONS- OMNIA

Terms and Conditions of Sale for All Orders

Prices Quoted on This Proposal Subject to Change in 30 Days

**CANCELLATION AND CHANGES:** In the event this proposal is accepted (confirmed) by the buyer and becomes an order, it is understood and agreed it cannot be cancelled except by mutual consent. The seller's order confirmation is binding, and any subsequent changes are subject to seller's ability to conform and are dependent upon manufacturer approval. Changes in quantity or specifications are subject to approval by seller and manufacturer. Changes resulting in additional charges from the manufacturer shall be paid by the buyer. All requests for changes in quantity or specification shall be delivered to the seller in writing.

**DELIVERY AND INSTALLATION:** If product is shipped via any delivery service other than those arranged by seller or another certified Allsteel Dealer, seller is not responsible for processing freight claims related to damaged (including concealed damage) or lost product. Seller is not responsible for replacing damaged or lost product shipped via these services.

**DROP SHIP SALES:** If any product is drop-shipped, the seller's responsibility ends when the merchandise is shipped from the manufacturer's facility. Receiving, installation, damage claims, and all other service freight issues are the buyer's responsibility.

**DELIVERY & INSTALLATION/SITE CONDITIONS:** In the event delivery and/or installation is required as a part of this proposal, the following provisions shall apply:

- Condition of Job Site:** The job site shall be clean, clear and free of debris prior to installation. Flooring, floor bases and ceiling tiles to be placed prior to product delivery and installation. Any product installation taking place during adjacent construction activity renders the buyer responsible for cleaning the product. Any third-party actions resulting in theft or damages of product is the responsibility of the buyer.
- Job Site Services:** Electric current, heat/air, hoisting and/or elevator service to be furnished without charge to seller. Adequate facilities for offloading, staging, moving and handling of merchandise shall be provided. Pricing does NOT include any stair carry unless specifically noted.
- Special Packaging or Handling:** If special packaging or handling is required that is not contained in the specifications, it will be subject to extra charges from the buyer.
- Delivery and Installation:** Pricing is based on known building rules and regulations at the installation site. Delivery of product will be consolidated for efficiency at the discretion of the seller. Installation is priced for and will be performed during normal working hours unless otherwise specified. If buyer requests additional performance outside of original scope or beyond the parameters described hereto, additional charges may apply.
- Installation:** Delivery & Installation fees are based on original approved and signed-off plans with associated order. Any requested field changes require buyer approval. Additional installation labor, where necessary, is charged at standard installation rates.
- On-Site Staging/Storage:** Provided the merchandise does not arrive at the site earlier than the date requested, safe and adequate storage space will be provided by the buyer. If the space provided is inadequate and requires excessive sorting, excessive sorting costs will be reimbursed by the buyer. If the space provided is inconveniently located or on another floor, any extra costs for double-handling and/or transporting to and from storage areas will be reimbursed by the buyer. If the merchandise must be moved due to progress of other trades or other reasons not within the control of the seller, the extra cost of such moving will be the responsibility of the buyer.
- Erection and Assembly:** Seller's ability to erect or assemble furniture or to permanently attach, affix, or bolt in place movable furniture is dependent on jurisdictional agreements. If trade regulations enforced at the time of installation require the use of tradesmen at the site other than the seller's own installation personnel, resulting additional costs will be paid by the buyer.
- Damage:** After product delivery to the installation site, any loss or damage by weather, fire, water, other trades or any risks beyond the



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control of the seller, shall be the responsibility of the buyer, and the buyer agrees to hold the seller harmless from loss for such reasons.

- 9. **Insurance:** Public Liability, Worker's Compensation, Property Damage, Automotive and Occupational Disease Insurance are carried by the seller and certificates will be delivered upon request. Fire, tornado, flood, and other insurance at the site to be provided for and paid by the owner.

**RETAIL PRODUCTS:** Purchases from open line retailers are considered Retail products. SKG is glad to source, receive, consolidate, deliver and install Retail products with other commercially sourced products. Because Retail product vendors operate in fundamentally different ways, buyer is encouraged to consider differences in how these products are purchased, managed and warrantied compared to commercially sourced products.

- a. **Purchasing:** In many cases, Retail vendors do not guarantee product availability and do not offer payment terms. Orders for Retail products must be placed immediately and are paid for at time of order placement. As a result, SKG requests a 90% progress payment by Buyer at time of order placement.
- b. **Product Management/Storage:** As Retail products are often purchased immediately, delivery timelines for these products cannot be coordinated with other commercially sourced products. This commonly results in Retail products arriving well in advance of installation dates. Should Retail products require short-term storage at a SKG-managed warehouse in excess of 30-days after product is received, Buyer agrees to pay storage fees at standard monthly rates published in the SKG Storage Agreement. Storage of Retail products impacts the ability to file warranty and concealed damage claims and, as such, must be considered by Buyer as an additional risk associated with selecting Retail products.
- c. **Warranty:** All Retail products are limited to manufacturer warranties. Warranties vary widely. SKG guarantees the labor and installation of these products for twelve months from date of delivery. This SKG warranty covers only issues related to delivery and installation and does not cover any performance issues related to the Retail products themselves.

**CLAIMS:** Excluding shipments for Drop-Ship Sales and shipments not arranged by seller, claims for product damaged during transportation shall be processed and managed by the seller. Damaged merchandise contained in seller-managed claims will be repaired to the satisfaction of the buyer or merchandise will be replaced.

**WARRANTY:** All furniture is warranted by the seller to be free from defects in workmanship in labor for a period of twelve (12) months from date of delivery unless otherwise specified. For product care and maintenance, please reference the manufacturer's website. Product maintenance will be disclosed in the product price list.

**DELAYS:** In the event construction delays or other causes, not within seller's control, prevent delivery to the installation site on the delivery date designated at time of purchase, product will be stored, at buyer's expense at an SKG-managed warehouse under the "short-term storage" clause below, until installation can be resumed. Any double-handling or redelivery charges shall be paid by buyer. All charges are the responsibility of the buyer.

Delays in installation can impact the ability to file warranty and concealed damage claims. All rejected claims due to delayed installation timelines not within the seller's control are the responsibility of the buyer.

**SHORT-TERM STORAGE:** Products stored at an SKG-managed warehouse, for any reason beyond the seller's control and in excess of 30-days beyond the delivery date designated at time of purchase, will incur storage fees invoiced to buyer at standard monthly rates published in the SKG Storage Agreement.

**PAYMENT:** All product received will be considered accepted by the buyer for purposes of payment. Buyer shall reserve the right to withhold 10% of the invoice amount for invoiced undelivered product along with associated dealer services fees until product is installed and complete. Any product received but is not able to be installed due to client delays or construction delays is subject to payment, along with any storage and double handling fees

Buyer agrees to pay a finance charge of 1.5% per month at the annual percentage rate of 18% on all delinquent invoices as well as expenses, attorney fees and court costs which seller incurs by reason of buyer's default. Any use tax, sales tax, excise tax, duty, custom or fee imposed by a government authority is the responsibility of the buyer. SKG hereby retains, and buyer hereby grants to SKG, a purchase money security interest in the merchandise until the entire price of the merchandise is paid in full. Buyer hereby appoints SKG as its true and lawful attorney-in-fact for purposes of executing all documentation necessary to evidence and perfect this security interest. Buyer is solely responsible, and SKG hereby disclaims any liability, for loss or damage to the merchandise once delivered to buyer's designated location.

**OUT OF STATE INVOICES FOR NON-EXEMPT CUSTOMERS:** State sales or use tax may be due in connection with the purchase and delivery of tangible personal property to individuals and businesses. If sales tax is not charged, the purchaser is required to file a use tax return if tax is due in connection with the purchase and delivery. The notice is required pursuant to tax provisions in various states

**ONLINE CREDIT CARD AND ACH PAYMENTS:** We offer online payment options to pay with a credit card or ACH. All credit card transactions will incur a 3% service fee. Our online payment portal is available on our website here: <https://skgtexas.com/about/payment-options/>.