



State of West Virginia
 Department of Administration
 Purchasing Division
 2019 Washington Street East
 Post Office Box 50130
 Charleston, WV 25305-0130

Purchase Order

PURCHASE ORDER NO.
SYSFURN10E

PAGE
1

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CHANGE ORDER
4

CORRECT PURCHASE ORDER NUMBER MUST APPEAR ON ALL PACKAGES, INVOICES, AND SHIPPING PAPERS. QUESTIONS CONCERNING THIS PURCHASE ORDER SHOULD BE DIRECTED TO THE BUYER AS NOTED BELOW.

INVOICE TO

ALL STATE AGENCIES
 AND POLITICAL SUBDIVISIONS
 VARIOUS LOCALES AS INDICATED
 BY ORDER

VENDOR

*122142334 800-482-1616
 KIMBALL OFFICE INC
 1600 ROYAL ST MAIL CODE KO-222
 JASPER IN 47549-1022

SHIP TO

AGENCY COPY

ALL STATE AGENCIES
 AND POLITICAL SUBDIVISIONS
 VARIOUS LOCALES AS INDICATED
 BY ORDER

DATE PRINTED		TERMS OF SALE		FEIN/SSN		FUND	
07/18/2012		NET 30		351688210			
SHIP VIA		F.O.B		FREIGHT TERMS		ACCOUNT NUMBER	
BEST WAY		DESTINATION		PREPAID		MUL-MUL	
LINE	QUANTITY	UOP	VENDOR ITEM NO.		UNIT PRICE	AMOUNT	
	DELIVERY DATE	CAT.NO.	ITEM NUMBER				
			CHANGE ORDER #04				
			THIS CHANGE ORDER IS ISSUED TO PROVIDE THE ATTACHED LETTER THAT WAS OMITTED FROM CHANGE ORDER #03 IN ERROR.				
			ALL PROVISIONS OF THE ORIGINAL CONTRACT AND SUBSEQUENT CHANGE ORDERS NOT MODIFIED HEREIN SHALL REMAIN IN FULL FORCE AND EFFECT.				
			BACKGROUND CHECK: IN ACCORDANCE WITH W. VA. CODE 15-2D-3, THE DIRECTOR OF THE DIVISION OF PROTECTIVE SERVICES MAY REQUIRE ANY SERVICE PROVIDER WHOSE EMPLOYEES ARE REGULARLY EMPLOYED ON THE GROUNDS OR IN THE BUILDINGS OF THE CAPITOL COMPLEX OR WHO HAVE ACCESS TO SENSITIVE OR CRITICAL INFORMATION TO SUBMIT TO A FINGERPRINT-BASED STATE AND FEDERAL BACKGROUND INQUIRY THROUGH THE STATE REPOSITORY.				
			AFTER THE CONTRACT FOR SUCH SERVICES HAS BEEN APPROVED, BUT BEFORE ANY SUCH EMPLOYEES ARE PERMITTED TO BE ON THE GROUNDS OR IN THE BUILDINGS OF THE CAPITOL COMPLEX OR HAVE ACCESS TO SENSITIVE OR CRITICAL INFORMATION,				
			PREVIOUS PO TOTAL==>			OPEN END	
			PO NET CHANGE (+)==>				
IF APPROVAL AS TO FORM IS REQUIRED BY ATTORNEY GENERAL, CHECK HERE <input type="checkbox"/>						OPEN END	
						TOTAL	

PURCHASING DIVISION
 CERTIFIED ENCUMBERED
 JUL 24 2012
MAD

James Wayfield
 APPROVED AS TO FORM BY
 ASSISTANT ATTORNEY GENERAL

BY *Justin S. Turrell* BUYER 42 304-558-8802
 PURCHASING DIVISION AUTHORIZED SIGNATURE 07/23/12



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0001	01/31/2012	JB	425-94		.00000		
	OFFICE FURNITURE,		PANEL SYSTEMS,			CHAIRS, ETC.	
<p>THE SERVICE PROVIDER SHALL SUBMIT A LIST OF ALL PERSONS WHO WILL BE PHYSICALLY PRESENT AND WORKING AT THE CAPITOL COMPLEX TO THE DIRECTOR OF THE DIVISION OF PROTECTIVE SERVICES FOR PURPOSES OF VERIFYING COMPLIANCE WITH THIS PROVISION.</p> <p>THE STATE RESERVES THE RIGHT TO PROHIBIT A SERVICE PROVIDER'S EMPLOYEES FROM ACCESSING SENSITIVE OR CRITICAL INFORMATION OR TO BE PRESENT AT THE CAPITOL COMPLEX BASED UPON RESULTS ADDRESSED FROM A CRIMINAL BACKGROUND CHECK.</p>							

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TOTAL

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 ASSISTANT ATTORNEY GENERAL

BY _____
 PURCHASING DIVISION AUTHORIZED SIGNATURE

May 2, 2011

Subject: 2011 Price Adjustment

Dear National Business Partner:

Our goal is to deliver exceptional value to you and your customers. We continue to strengthen our partnership by bringing you new products, programs, incentives and technologies to propel our collective growth. Newly introduced Exhibit™ Wall Rail Solution and WaveWorks® enhancements coupled with sustainability initiatives such as our UV finish, IntegraClear™, and our partnership with ecoScorecard™, provide solutions and benefits that are attractive to the marketplace and make your job easier.

Although we were able to avoid a price adjustment for over two and half years, commodity costs such as steel, packaging, wood products, textiles, leathers and petroleum-based materials (i.e. wood finish solvents/materials, foams, urethanes, plastics and vinyls) have escalated rapidly despite our tightly managed supply chain and improvement efforts.

Therefore, effective August 1, 2011, we will implement a price increase of 4% across the majority of our product portfolio. Products excluded from the 4% price increase are noted below.

- Exhibit™ Wall Rail Solution
- Fuel® Seating
- Gotcha™ Seating
- Mix-it® Seating

Note: There is no price increase when specifying Fuel, Gotcha and Mix-it seating with Grade 1 upholstery. However, due to commodity increases on textiles, when specifying Grades 2-L8 upholsteries there is a slight increase that averages less than 1%. The percentage increase on upholsteries and leathers are variable based on each chair's unique yardage requirement.

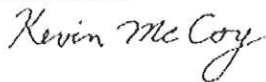
The following are tools and reference materials to ensure a smooth transition to adjusted prices:

- June 1, 2011, pricing for Fuel, Gotcha and Mix-it for all Grades will be posted on www.NationalOfficeFurniture.com.
- June 1, 2011, a quantity of stickers will be mailed to your dealership to apply to current price lists.
- July 1, 2011, our online price lists will be updated on www.NationalOfficeFurniture.com.
- July 15, 2011, electronic specification tools will reflect the price changes.
- New National Price Lists will be distributed in early September 2011.

We hope this advanced notification will help with your planning. Please contact your National District Manager with any questions.

Thank you for your continued support and we appreciate you choosing National as your business partner.

Best Regards,



Kevin McCoy
Vice President, General Manager
National Office Furniture

NATIONAL

OFFICE FURNITURE

© 2011 National Office Furniture
10000 W. 16th Ave., Suite 100
Denver, CO 80202
Tel: 303.751.1000
Fax: 303.751.1001
www.nationalofficefurniture.com



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0001		425-94	OFFICE FURNITURE, PANEL SYSTEMS, CH				
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