



## Request for Contract Update

Pursuant to the terms of contract number R22102 for Humanscale Corporation Contractor must notify and receive approval from Region 4 ESC when there is an update in the contract. No request will be officially approved without the prior authorization of Region 4 ESC. Region 4 ESC reserves the right to accept or reject any request.

Humanscale Corporation (Contractor) hereby provides notice of the following update on this date 4/25/2024.

**Instructions:** Contractor must check all that may apply and shall provide supporting documentation. Requests received without supporting documentation will be returned. This form is not intended for use if there is a material change in operations, such as assignment, bankruptcy, change of ownership, merger, etc. Material changes must be submitted on a "Notice of Material Change to Vendor Contract" form.

**Authorized Distributors/Dealers**  
\_\_\_\_ Addition  
\_\_\_\_ Deletion  
\_\_\_\_ Supporting Documentation

**Price Update**  
\_\_\_\_ Supporting Documentation

**Products/Services**  
\_\_\_\_ New Addition  
\_\_\_\_ Update Only  
\_\_\_\_ Supporting Documentation

**Discontinued Products/Services**  
\_\_\_\_ Supporting Documentation

**States/Territories**  
\_\_\_\_ Supporting Documentation

**Other** \_\_\_\_\_  
\_\_\_\_ Supporting Documentation

Notes: Contractor may include other notes regarding the contract update here: (attach another page if necessary).  
Price Guide Link

<https://humanscale.getbynder.com/l/4bb56b82fea0db0a/>

Submitted By: Katie Miglin

**Approved by Email:** Date 5/13/2024 | 8:50 PM CDT

Title: Sr. Contract Administrator, Gov't Specialist

**Denied by Email:** Date \_\_\_\_\_

Email Address: kmiglin@humanscale.com

DocuSigned by:  
  
**Region 4 ESC:** \_\_\_\_\_  
A5A9F62707BB46B...

# Humanscale®

April 24, 2024

Region 4  
7145 West Tidwell Road  
Houston, TX 77092

Re: Price Increase

To Whom it May Concern,

I'm reaching out to advise that we will be implementing a price increase across three product categories which includes Task Lighting, the Freedom Chair and eFloat Lite & eFloat Flex at an average of 8%-10%. No additional products are affected. This increase is due to long-term increases in operating costs, including raw material costs, labor and freight.

We are committed to continuing to offer you the quality you expect and deserve. We have found a way to minimize the price increase to a small number of products, while still sourcing the best possible materials.

Sincerely,



Katie Miglin  
Sr. Contract Administrator, Gov't Specialist

# LIST PRICING AND SPECIFICATION GUIDE

USD Pricing Effective May 1st, 2024



Humanscale