



Request for Contract Update

Pursuant to the terms of contract number R191818 for VS America 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.

VS America hereby provides notice of the following update on
(Contractor)
this date 06/05/2020.

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**

X Addition

 Deletion

X Supporting Documentation

☐ **Products/Services**

 New Addition

 Update Only

 Supporting Documentation

☐ **States/Territories**

 Supporting Documentation

☐ **Price Update**

 Supporting Documentation

☐ **Discontinued Products/Services**

 Supporting Documentation

☐ **Other** _____

 Supporting Documentation

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

Submitted By: Yuri Ahn

Title: Senior Accountant

Email Address: y.ahn@vsamerica.com

☐ **Approved by Email:** Date 6/9/2020 | 8:23 AM PDT

☐ **Denied by Email:** Date _____

DocuSigned by:
Region 4 ESC Robert Engelmann
0B1D33BB0130490...



Request for Contract Update

Pursuant to the terms of contract number R191818 for VS America, Inc. 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.

VS America, Inc.
(Contractor) hereby provides notice of the following update on
this date 02/05/2021.

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).
This request is to update our price list from 2020 to 2021. We would like for our 2021 price list to be
effective starting 03/01/2021.

Submitted By: Yuri Ahn

Title: Senior Accountant

Email Address: y.ahn@vsamerica.com

☐ **Approved by Email:** Date 2/11/2021 | 12:39 PM PST

☐ **Denied by Email:** Date _____

DocuSigned by:
Robert Biegelmann
Region 4 ESC: _____
0B1D33BB0130490...

~~0B1D33BB0130490...~~



Memo

To: Region 4 Education Service Center
From: VS America
Date: 4/20/2021
Re: Request for contract pricing update (Contract #R191818)

Request for Pricing Update

Due to the current volatility and an increased demand in the market, there is currently a dramatic – double-digit percentage – price increase for many raw materials and parts which VS America needs in order to manufacture furniture.

For example:

- Polypropylene (raw material we use for our chair shells): has increased between 30-40%
- Steel (used for steel tubes): has increased between 20-40%
- ABS (parts with plastic edge used in furniture): has increased over 40%

Attached is supporting documentation on the raw material purchasing price changes.

In addition, shipping and logistics services are also experiencing major price increases between 15-20%.

As a result, VS America is requesting approval to implement an additional price increase between 4-6% on all products, with an effective date of May 1, 2021 or as the contract terms allow. The price increases by product group are as follows:

- | | |
|----------------------------------|-----------------------------|
| • Chairs: 4-5% | • Large format tables: 5-6% |
| • Student Desks – Laminate: 6% | • Soft seating: 4-6% |
| • Student Desks – LignoDur: 5-6% | • Exceptions: |
| • Hokki: 4% | ○ PantoSwing: \$133 |
| • Storage: 5% | ○ JUMPER® Air Active: \$143 |

Discount percentages, installation, freight, and any other terms remain as stated per the contract.

Please let us know if you have any questions or would like to review the documentation together over the phone. We thank you for your understanding and partnership during this challenging time.

Sincerely,


Claudius Reckord, CEO


Mark Harvey, CFO

Raw material	Reference Date / Period	Average Increase Raw Material	Product group VS (examples)	Comments
PP (polypropylene)	November '20- Mar '21	39%	Hokki, Panto Shell	Supply extremely low - manufacturers invoke Force Majeure. Further increase!
ABS (acrylonitrile butadiene styrene)	November '20- Mar '21	43%	Furniture parts with plastic edge, Uno M glider step protection, glider	Supply extremely low - manufacturers invoke Force Majeure. Further increase!
Propylene	November '20- Mar '21	35%	All plastic parts	
Benzene	November '20- Mar '21	83%	Polyamide 6 Basic material, (e.g. gliders) Fastening material made of plastics	
Resins	November '20- Mar '21	14%	Lignodur plate	Supply very tight.
Steel: hot-rolled wide strip	November '20- Mar '21	44%	Steel tube oval, rectangular, round	Starting material for tubes, basis: prices charged
Steel: hot-rolled	November '20- Mar '21	44%	Steel tube oval, rectangular, round	Finished tubes , basis: indices ; source not released for released for publication
Steel: precision steel tubes	November '20- Mar '21	19%	Steel tube oval, rectangular, round	finished tubes , basis: prices charged
Paper	November '20- Mar '21	20%	Hokki packaging, all other cardboard packaging in-house	
Aluminum	November '20- Mar '21	15%	Foot crosses	
Zinc	November '20- Mar '21	9.6%	Die castings, fittings,.	
Polyol	November '20- Mar '21	17%	Padding material	
PUR TDI (polyurethane-toluylene diisocyanate)	November '20- Mar '21	9%	Lounge, Shift+	Price increase due to sharp rise in raw material prices, e.g. PUR TDI for foams. E.g. PUR TDI for foams
Raw particleboard (16-19 mm)	November '20- Mar '21	20%/60%	Cupboards, tables,...	Availability extremely scarce - price increases also affect also affect the decorative panels. Delivery times 10 - 14 weeks; Spot purchases with price increase 60%.



Request for Contract Update

Pursuant to the terms of contract number R191818 for VS America, Inc. 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.

VS America, Inc. (Contractor) hereby provides notice of the following update on this date 06/29/2021.

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

☐ **Products/Services**

☐ New Addition

☐ Update Only

☐ Supporting Documentation

☐ **States/Territories**

☐ Supporting Documentation

☐ **Price Update**

☐ Supporting Documentation

☐ **Discontinued Products/Services**

☐ Supporting Documentation

☐ **Other** _____

☐ Supporting Documentation

Notes: Contractor may include other notes regarding the contract update here: (attach another page if necessary). We would like to add Connecting Elements, Inc. to our authorized dealer list.

Submitted By: Yuri Ahn

Title: Senior Accountant

Email Address: y.ahn@vsamerica.com

☐ **Approved by Email:** Date 6/29/2021 | 10:03 AM CDT

☐ **Denied by Email:** Date _____

DocuSigned by:
Robert Eigelmann
Region 4 ESC: 30EE15BFET1C4C6...



Request for Contract Update

Pursuant to the terms of contract number R191818 for VS America, Inc. 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.

VS America, Inc. (Contractor) hereby provides notice of the following update on
this date 08/12/2021.

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).
We would like to add Office Elements to our authorized dealer list.

Submitted By: Yuri Ahn

Title: Senior Accountant

Email Address: y.ahn@vsamerica.com

☐ **Approved by Email:** Date 8/18/2021 | 11:09 AM CDT

☐ **Denied by Email:** Date _____

DocuSigned by:
Robert Zingelmann
Region 4 ESC: _____
0B1D33BB0130490...



Request for Contract Update

Pursuant to the terms of contract number R191818 for VS America, Inc. 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.

VS America, Inc. (Contractor) hereby provides notice of the following update on
this date 09/17/2021.

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**

 X Supporting Documentation

☐ **Products/Services**

 New Addition

 Update Only

 Supporting Documentation

☐ **Discontinued Products/Services**

 Supporting Documentation

☐ **States/Territories**

 Supporting Documentation

☒ **Other** Updated Freight Terms

 X Supporting Documentation

Notes: Contractor may include other notes regarding the contract update here: (attach another page if necessary). Included within this request is our price and freight increase memo and supporting documentation, updated freight terms, and our finalized price list in PDF format. We would like for our updated price list as well as our updated freight terms to be effective starting October 1, 2021. Please note that we had an overall pricing increase of 10% based on market conditions. If you require any addition info, please do not hesitate to reach out. Thanks!

Submitted By: Yuri Ahn

Title: Senior Accountant

Email Address: y.ahn@vsamerica.com

☐ **Approved by Email:** Date 9/23/2021 | 9:17 AM CDT

☐ **Denied by Email:** Date

Region 4 ESC: DocuSigned by:
Robert Eigelmann
0B1D33BB0130490...



Memo

To: Region 4 Education Service Center
From: VS America
Date: 9/16/2021
Re: Request for contract pricing update (Contract #R191818)

Pricing Update

Challenges resulting from the global pandemic are placing enormous economic pressure on all industries.

As you have likely heard, the transportation and overall logistics market is at an all-time high. As a result, VS America is forced to implement a price increase starting October 1, 2021 as well as our existing freight terms.

As always, our goal is to provide our clients with the utmost transparency, and we are making these changes now to get ahead of budgeting for 2022 projects.

New quotes will include the new prices as soon as our price list is approved by the contract administration. Any current quotes which become firm orders before October 1 and will deliver within 9 months of the order date stand with their original price quoted.

Updated Terms and Conditions on Quotes

All new quotes are valid for 30 days (barring an announcement of a formal price increase) for projects *delivering within 9 months of the receipt of a complete purchase order*. Please discuss specific project requirements with your VS America Territory Manager.

Thank you for your understanding during these continued challenging times.

Sincerely,

A handwritten signature in black ink, appearing to read 'Claudius Reckord'.

Claudius Reckord, CEO

A handwritten signature in black ink, appearing to read 'Mark Harvey'.

Mark Harvey, CFO

OMNIA REGION 4 FREIGHT TERMS

EFFECTIVE FOR ORDERS RECEIVED BEGINNING 10/01/2021

Orders less than \$35,000 NET

SALES FROM STOCK/QUICKSHIP

Customer pays freight
cost + supplies
(amount quoted to be
confirmed)

SALES FROM GERMANY

Customer pays domestic
freight cost + supplies
(amount quoted to be
confirmed)

Orders totaling \$35,000 to \$50,000 NET available to ship together to one final location

SALES FROM STOCK/QUICKSHIP

Customer pays freight
cost + supplies (amount
quoted to be confirmed)

SALES FROM GERMANY

Customer freight
cost - \$6,000

Orders totaling over \$50,000 NET available to ship together to one final location

SALES FROM STOCK/QUICKSHIP

Customer pays freight
cost + supplies
(amount quoted to be
confirmed)

SALES FROM GERMANY

Customer freight
cost - \$0

**MULTIPLE ORDERS WITH THE SAME SHIPPING ORIGIN, DELIVERY LOCATION,
AND DELIVERY TIME CAN BE CONSOLIDATED TO SAVE SHIPPING COSTS.**

Exceptions and Restrictions Applicable for All Sales

Certain areas may be excluded from these freight terms. These include locations outside of the lower 48 states and other limited access areas (>50 miles from interstate, seasonal/unpaved access, ferry access, or other remote destinations). Freight will apply at VS cost. Please contact your sales representative for clarification.

Storage Charges

If containers are ready to be delivered but cannot be received during the confirmed delivery week, customer is responsible for port, trucker yard, or warehouse storage charges of \$250 per container per day following a 7 day grace period after the confirmed delivery date. These charges will be quoted and invoiced separately where applicable.

Applicable for Stock/QuickShip Sales Only

Orders with stock from both warehouses will require up to 10 additional business days to ship (due to the need to make required inventory transfers for shipment consolidation). Expediting orders will result in additional charges if separate shipments are required.

Warehouse Pick-Up

If picking up from the warehouse, customers must schedule an appointment with warehouse staff 72 hours in advance. The pick-up appointment will be a 2-hour window. If customer's personnel or carrier arrive without an appointment, the pick-up may be refused. VS America is not responsible for return trip costs if no appointment is scheduled. We ask that customers confirm which orders will be picked up when scheduling an appointment.

Freight charges are not assessed for customer pick-ups, but packaging materials will be charged as required. We advise that customers provide appropriate labor for loading the goods. If VS staff is needed to load an order, we will provide assistance when possible but there will be a material/labor charge. Please arrive with paperwork that includes the VS sales order number for all items being picked up.

Robert Zingelmann



Request for Contract Update

Pursuant to the terms of contract number R191818 for VS America, Inc. 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.

VS America, Inc.
(Contractor) hereby provides notice of the following update on
this date 05/11/2022.

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**

X Addition

 Deletion

X Supporting Documentation

☐ **Price Update**

 Supporting Documentation

☐ **Products/Services**

 New Addition

 Update Only

 Supporting Documentation

☐ **Discontinued Products/Services**

 Supporting Documentation

☒ **States/Territories**

X Supporting Documentation

☐ **Other** _____

 Supporting Documentation

Notes: Contractor may include other notes regarding the contract update here: (attach another page if necessary).
We would like to add Furniture Solutions to our authorized dealer list.

Submitted By: Yuri Ahn

Title: Senior Accountant

Email Address: _____

☐ **Approved by Email:** Date 5/11/2022 | 10:39 AM CDT

☐ **Denied by Email:** Date _____

DocuSigned by:
Robert Zingelmann
Region 4 ESC: 30EE15BF1C4C6...
Robert Zingelmann