

MISSISSIPPI  
DEPARTMENT OF FINANCE AND ADMINISTRATION  
OFFICE OF PURCHASING AND TRAVEL  
JACKSON

STATE CONTRACT NO. 5-420-33231-14

CONTRACTOR: Butler Woodcrafters, Inc.

DATE: June 30, 2014

ITEMS: Cafeteria, Dormitory, Lounge Furniture  
and Seating

EFFECTIVE: July 1, 2014  
through  
June 30, 2015

A. AUTHORITY

This certifies that a contract has been executed between the Department of Finance and Administration, Office of Purchasing and Travel for the State of Mississippi and the herein designated Contractor pursuant to Section 31-7-7, Mississippi Code of 1972, Annotated for the items specified herein.

B. EFFECT

During the term of this contract no purchase of cafeteria, dormitory, lounge furniture and seating manufactured and/or distributed by the above-designated Contractor shall be made by state agencies at a price in excess of that established by the prices set out in this regulation (See Section "F").

Commodities purchased under provisions of this contract from the above Contractor or his authorized distributors shall be exempt from competitive bid requirements otherwise applying to purchases by the state agencies, counties, municipalities and other political subdivisions.

C. PURCHASE ORDERS

Purchase orders prepared by the various state agencies shall show the state contract number on the P. O. in the designated space, quantity, description of the items and prices, also shipping or delivery instructions, if any.

D. PAYMENT

The supplier shall be paid by the ordering agency upon submission of properly certified invoices or vouchers for articles or services delivered and accepted less deductions if any, as provided.

E. ORDERING

Purchasers shall order in such quantities as required. Purchase orders are to be directed to address of Contractor or Distributors shown in Section "J". The Bureau of Financial Control of the State shall not approve any account nor order and direct payment of any account for the purchase of any commodity covered by this contract certification when the purchase price is in excess of the maximum price fixed in this purchasing regulation.

F. PRICES

Prices for the new period are set forth in the [Butler MS Price List 2014](#). Prices for the new period are subject to the discounts as follows:

DISCOUNTS FOR PRODUCTS TO BE DELIVERED AND INSTALLED

50% discount for orders from \$1 - \$25,000  
54% discount for orders from \$25,001 - \$50,000  
57% discount for orders from \$50,001 - \$75,000  
60% discount for orders from \$75,001 - \$100,000  
Negotiate discount for orders from \$100,001 - up

DISCOUNTS FOR PRODUCTS TO BE DOCK DELIVERED ONLY

53% discount for orders from \$1 - \$25,000  
57% discount for orders from \$25,001 - \$50,000  
60% discount for orders from \$50,001 - \$75,000  
63% discount for orders from \$75,001 - \$100,000  
Negotiate discount for orders from \$100,001 - up

Entities making purchases over \$50,000 may consider obtaining two competitive quotes from the authorized dealers' list on this manufacturer's contract. If this manufacturer does not have a dealers' list, the manufacturer should be prepared to submit a quote.

The only items that have been approved and are included in this agreement are as follows:

Cafeteria Furniture: Mobile tables on rollers with or without benches or stools; round and rectangular cafeteria tables without benches or stools.

Dormitory Furniture: Metal, wood, or wood clad metal wardrobes, beds and mattresses, night stands, chest of drawers, and single pedestal dormitory student desks with keyboard or center drawers.

Lounge Furniture: Upholstered wood, metal, or rotationally molded lounge seating (lounge chairs, recliners, love seats, sofas, and assemblies and replacements only); complimentary tables, benches, and ottomans for lounge seating; upholstered wood or metal multiple seating; ganging seating, and tandem seating.

Seating: Wood, metal or ergonomic seating which may include, but not be limited to, executive, managerial, task, operational, stools, side, occasional, stacking, conference, and theater type seating. Products must meet or exceed ANSI/BIFMA requirements.

Any items that can be purchased from a competitively bid state contract with the Office of Purchasing and Travel shall not be included in this agreement.

Cost of design fees are not included in this agreement and must be negotiated with the buying entity if needed. This agreement is for purchases where the total net amount, after discount, shall not exceed \$500,000.

Catalogs and Price Lists may be obtained from the Contractor.

#### G. TRANSPORTATION

F.O.B. Destination: Delivered and Installed shall mean freight and installation cost prepaid delivered and installed inside any agency within the State of Mississippi with all charges for transportation and installation paid by the Contractor. Dock Delivered shall mean freight charges paid by the Contractor to the dock only. No installation is included.

**Please Note:** On orders less than \$1000 the freight only charge shall be prepaid by the vendor and may be added to the invoice. The vendor must include proof of actual shipping charges with the invoice.

#### H. POLITICAL SUBDIVISIONS - COUNTIES, MUNICIPALITIES, SCHOOLS, ETC.

This contract provides that the provisions thereof may be available to any county, municipality, school board or other local public agency or authority of the State of Mississippi which may elect to purchase at the prices, terms and conditions of sale specified therein.

Any such agency or political subdivisions electing to purchase as herein provided shall write the following on the face of the purchase order:

"P. O. issued pursuant to provisions of  
Mississippi State Contract No. 5-420-33231-14."

#### I. TERMS

Net Forty-five (45) days Without Penalty

J. CONTRACTOR

Please place all orders under this agreement with the following:

Butler Woodcrafters, Inc  
413-A Branchway Road  
Richmond, VA 23236  
Contact: Ned Crosby  
Toll free: 877-852-0784  
Phone: 804-897-3400  
Fax: 804-897-0053  
Email: [ncrosby@butlerwoodcrafters.com](mailto:ncrosby@butlerwoodcrafters.com) or  
[lgiamo@butlerwoodcrafters.com](mailto:lgiamo@butlerwoodcrafters.com)  
Website: [www.butlerwoodcrafters.com](http://www.butlerwoodcrafters.com)