



STATE OF IOWA  
MASTER AGREEMENT  
Contract Declaration and Execution

MA 005

22326A

EFFECTIVE BEGIN DATE: 05-01-2023  
EXPIRATION DATE: 04-30-2024  
PAGE: 1 of 3

**VENDOR:**

Office Elements Llc

00002091047

713 Nebraska St  
Sioux City, IA 51101

**VENDOR CONTACT:**

Linda Fickbohm

**PHONE:** 712-255-0181

**EMAIL:** linda@officeelements.net

**ISSUER:**

Jennifer Zepeda

**EXT: PHONE:** (515) 281-7073

**EMAIL:** jennifer.zepeda@iowa.gov

**FOB:** FOB Dest, Freight Prepaid

**Contract For:** Workspace Furniture Solutions & Services - National Reseller

National Office Furniture Reseller. Workspace Furniture to include: Systems Furniture and Accessories, Desks, Tables and Accessories, Filing and Storage and Accessories; Seating, Caseworks, Design Services, Consulting Services, Professional Services, Lease Agreements, Installation Services. All purchase orders issued by the purchasing entities must include OMNIA #R191811 and State of Iowa MA# 22326. Please note there is a 9% fuel surcharge calculated as a percentage of the net subtotal of the order.

The attached Participating Addendum serves to modify and amend the contract between Allsteel and the State of Iowa. The Parties agree to comply with the terms and conditions on the following attachments which are by this reference made a part of the Agreement.

- Attachment 1: Omnia National Office Furniture Contract R191811
- Attachment 2: Omnia National State of Iowa Participating Addendum
- Attachment 3: Omnia National Office Contract #R191811 2023-2024 Renewal

**PAYMENT TERMS:** NET 60

**DELIVERY TERMS:** FOB Freight Destination.

**INVOICING:** Invoicing will be direct through contracted dealer. Any orders placed by State of Iowa agencies and political subdivisions must reference OMNIA #R191811 and State of Iowa MA 22326.

**SALES CONTACT:**

Linda Fickbohm  
712-255-0181  
linda@officeelements.net  
www.officeelements.net/

**DEALER ADDRESSES:**

Office Elements LLC  
713 Nebraska St  
Sioux City, IA 51101

Office Elements LLC  
401 1st St SE Unit 101  
Cedar Rapids, IA 52401

**RENEWAL OPTIONS**

**FROM** 05-01-2024 **TO** 04-30-2025

**AUTHORIZED DEPARTMENT**

- ALL
- SUB Other Governmental Entities



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| LINE NO. | QUANTITY / SERVICE DATES | UNIT | COMMODITY / DESCRIPTION | UNIT COST / PRICE OF SERVICE |
|----------|--------------------------|------|-------------------------|------------------------------|
|----------|--------------------------|------|-------------------------|------------------------------|

|   |         |    |     |             |
|---|---------|----|-----|-------------|
| 1 | 0.00000 | EA | 425 | \$ 0.000000 |
|   |         |    |     | \$ 0.000000 |

REF DOC: REF VNDR LN: REF COMM LN: REF TYPE: FINAL

**FURNITURE: OFFICE**

**Workspace Furniture Solutions & Services - National Reseller**

The State of Iowa has signed a participating agreement with Omnia for National Office Furniture.

All purchase orders issued by the purchasing entities within the jurisdiction of this Addendum shall identify your organization as a government entity and provide Omnia Contract number #R191811 and State of Iowa MA22326.

Serving Dealers will assist with price quotes, specifying product, design and color selections, delivery, installation, and warranty.

It is the responsibility of the ordering Agency to ensure that the Contractor is given the correct delivery and billing address.

Please see the following website for Price Lists.

<https://www.omniapartners.com/publicsector/suppliers/national-office-furniture/contract-documentation#c36509>



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**TERMS AND CONDITIONS**

**Referenced Terms**

The parties agree to comply with the terms and conditions pursuant to the bid process which are by this reference made a part of the Agreement.

**THIS MASTER AGREEMENT IS EFFECTIVE AS OF THE LATEST DATE SHOWN IN "EFFECTIVE BEGIN DATE" IN THE UPPER RIGHT HAND CORNER OR THE DATE BELOW SIGNED BY THE STATE OF IOWA.**

| CONTRACTOR   |                                   | STATE OF IOWA  |                                   |
|--|-----------------------------------|--|-----------------------------------|
| <b>CONTRACTOR'S NAME (If other than an individual, state whether a corp, partnership, etc.)</b><br>Office Elements |                                   | <b>AGENCY NAME</b><br>Department of Administrative Services - Central Services                                       |                                   |
| <b>BY (Authorized Signature)</b><br><i>Linda L Fickbohm</i>  | <b>Date Signed</b><br>Feb 7, 2023 | <b>BY (Authorized Signature)</b><br><i>Jennifer Zepeda</i><br><small>Jennifer Zepeda (Feb 7, 2023 13:56 CST)</small> | <b>Date Signed</b><br>Feb 7, 2023 |
| <b>Printed Name and Title of Person Signing</b><br>Linda Fickbohm                      President                   |                                   | <b>Printed Name and Title of Person Signing</b><br>Jennifer Zepeda                      Purchasing Agent III         |                                   |
| <b>Address</b>   |                                   | <b>Address</b>   |                                   |






# MA 22326A Office Elements - National Unsigned

Final Audit Report

2023-02-07

|                 |  |
|-----------------|--|
| Created:        | 2023-02-07                                   |
| By:             | Jennifer Zepeda (jennifer.zepeda@iowa.gov)   |
| Status:         | Signed                                       |
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