



Vendor Contacts and Ordering Instructions

To assure PEPPM bid protection, all PEPPM orders must be faxed to PEPPM at **800-636-3779**, emailed to orders@peppm.org or placed online through Epylon eCommerce. In the body of the purchase order, please include the following language: "As per PEPPM".

Product Line: Hann

Introduction

At Hann, we product high-quality products that add both value and life-cycle to the office and the classroom.

We continue to become more energy efficient and are using even more recycled content (including our discarded scrap and materials) as raw material.

The following goals will help us to create a culture of continual improvement to our environmental stewardship.

- Reduction of waste and emissions
- Use of renewable energy
- Use of recycled content, to include a process wherein our products can be recycled at the end of its long lifecycle
- Use our environmental performance metrics as a tool for day-to-day and long-term business decision-making.

Hann's PEPPM pricing is based upon dock delivered only. If you need installation, please make arrangements with your reselling dealer listed below.

For any questions, comments, or inquiries, please contact Jay Krause at 814-342.7000 or via email at hann@ironfurnace.com

Placing an Order via Fax or Email:

1. Locate product and prices on PEPPM.org or through a sales representative.
2. Our posted PEPPM prices are for a quantity of 1.
 - a. For quantity orders, please contact Jay Krause, our National Contracts Manager, at 814-342-7000 or hann@ironfurnace.com
3. Select one of the authorized resellers listed below and address the orders to:
Selected Reseller Name
Reseller Address
4. All quotes and purchase orders should state "As per PEPPM."

5. Fax the completed order to **800-636-3779** or email to orders@peppm.org.
 - a. Your order will be reviewed and edited by PEPPM Staff.
 - b. You will be contacted to make any necessary corrections.
 - c. Your order will be issued to the vendor within 24 hours during the business week after all (if any) corrections are made.
 - d. Your order will be archived for audit support.
6. Standard shipping is included on all orders over \$500.00.

Placing an order Online:

Before placing an online order, make sure that your Ship-to Address has been entered by the individual in your organization that manages your Epylon information. Click on My Profile_My Ship-to Addresses to view the addresses available on your account. If it is not listed, you must add it before creating the PO form. Ship-to Addresses are added under Accounts_Ship-to Addresses.

1. Login to Epylon at www.epylon.com.
2. Click on the Contracts tab.
 - a. Choose between a "line item" or "contracts" search.
 - b. Select **Hann Manufacturing, Inc.** from the Vendor (Awardee) list.
 - c. Click "Search."
3. Add selected line items to a List.
4. Assign a reseller to the item by checking the box next to the item and clicking the "Assign Distributor" button.
5. To request a volume price break, add items to a Spot Price Check form along with your desired quantity and a Response Due Date. The vendor will be notified of your request via email. Once they respond, you'll be notified and can view the response on Epylon. (After viewing a winning response, continue with the instructions that follow.)
6. Add selected items to a Purchase Order form.
7. Click "Submit" after entering a valid PO number and shipping address.
 - a. The PEPPM contract will automatically be referenced in your PO.
 - b. You will retain a copy of the sent purchase order in your Epylon account. A Printable Version is also available.
 - c. The order will immediately be viewable by the vendor.
 - d. Your order will be archived for audit support.
8. Standard shipping is included on all orders over \$500.00.

For any assistance using Epylon, contact service@epylon.com or call 888-211-7438.

Reseller Listing

Orders may not be sent directly to these resellers. All orders must be placed through the PEPPM fax number (800-636-3779), email address (orders@peppm.org) or Epylon eCommerce (www.epylon.com) to assure PEPPM bid protection.

Select one of the authorized resellers/dealers listed below and address the orders to:

Hann Manufacturing, Inc.
203 N. Front Street
Suite 216
Philipsburg, PA 16866

Jay Krause
814-342-7000
hann@ironfurnace.com

NextGen Furniture, Inc.

515 Pennsylvania Ave.
Suite 202
Fort Washington, PA 19034
Andy Rappaport
267-737-9739
andy@nextgenfurn.com

Continental Office Furniture Corporation

5061 Freeway Drive E
Columbus, OH 43229
Lisa Welch
614-384-4496 phone
614-261-1231 fax
lwelch@continentaloffice.com

Lee Distributors

PO Box 447
Vernon, NJ 07462
James Lancellotti
973-764-9191 phone
973-764-9210 fax
leedist@warwick.net

H&H Interiors, Inc.

148 E. Street Rd., Suite 335
Feasterville, PA 19053
Jackie Hess
215-806-4528 phone
888-862-9787 fax
jackie@hhinteriors.org

A.T. Equipment Sales Corp

180 Brook Street
Suite B
Scarsdale, NY 10583
Stacy Steward
914-472-7222 phone
914-472-7223 fax
stacy@atequipmentsales.com

Allegheny Educational Systems, Inc.

320 East 3rd Avenue
Tarentum, PA 15084
Christian McElheny
800-232-7600 phone
724-239-2400 phone
724-230-2406 fax
cmcelheny@alleghenyedusys.com

Corporate Environments of GA

1636 Northeast Expressway N.W.
Atlanta, GA 3032

Marcus Tate
404-679-8984 phone
MTate@ceofga.com

School Furnishings

17A Executive Dr
Hudson, NH 03051

Karen Crump
603-882-9418 ext.5 phone
603-882-9439 fax number (for po notifications)
Karen@schoolfurnishings.com

P.E.M.CO.

1700 N. Highland Rd., Ste 107
Pittsburgh, PA 15241

Brian McGaughey, President
412-831-7601 ext. 103
412-831-7662 (for po notifications)
brian@pemcofurniture.com

Educational Interiors Inc.

711 Park Avenue East
Hainesport, NJ 08036

Jim McKenna, President
609-351-9696
609-518-3738 fax number (for po notifications)
jmckenna@eduinteriors.com

Martin Public Seating, LLC

5085 Park Avenue West, Ste 150
Seville, OH 44273

Doug Barnd, Vice President & General Manager
330-769-2723
330-769-4761 fax number
d.barnd@martinpublicseating.com

American Interiors Inc.

302 S. Byrne Rd., Building 100
Toledo, OH 43615

Jeffery K. Starkey, CFO
419-535-1808
419-535-1899 fax number
jstarkey@aminteriors.com

Today's Classroom

6551 Middlebranch Ave NE
Canton, OH 44721

Ali Griffith, General Manager
877-909-9910
330-433-9188 fax number
ali@todaysclassroom.com