

Vendor Contacts and Ordering Instructions

All PEPPM orders should be faxed to PEPPM at <u>800-636-3779</u> or placed online through Epylon ecommerce. In the body of the purchase order, please include the following language: "As per PEPPM"

Product Line: Spectrum Industries, Inc.—Lecterns, charging carts, collaboration solutions, computer & classroom Furniture, and makerspace technology solutions

Introduction:

Spectrum Industries, Inc. is headquartered in Chippewa Falls, Wisconsin. Its 500,000 square foot production facilities have been the birthplace for thousands of innovative high quality products. Spectrum concentrates on manufactured products; primarily wood, wood composite and steel products that are shipped throughout North America and select areas internationally. Spectrum employs approximately 200 individuals in the Chippewa Falls area and another 15 outside the area.

Our Products

Spectrum product lines consist of high quality educational computer lab furniture, collaboration furniture, audio visual and presentation furniture, corporate training furniture, computer furniture and maker / STEAM furniture.

Spectrum products are distributed through our Partners (Resellers) only.

You will find our Partners on our website under "Where To Buy" http://www.spectrumfurniture.com/en/wheretobuy/, as you hover over the Partner's logo it will highlight the logo in color and will link directly to the Partner's website. This search will allow you to see each and every one of our regional and local Partners and you will undoubtedly find many Partners who sell other products and services to you today.

Our Territory Managers today spend much of their time with end user customers. Your Territory Manager is always available for training, consultation, demonstrations, and technical support. You can find the local Territory Manager on our <u>website</u> as well as our Inside Sales Rep who is still available to help answer your questions. Please call 1-800-235-1262 to speak with a representative.

Thank you for considering us for your project. We hope we have the opportunity to serve you.

Company Name: Spectrum Industries Inc.

Address: 1500 W. River St., P.O. Box 400

Chippewa Falls, WI 54729-0400

Toll Free: 1-800-235-1262 Phone: 715-723-6750 Fax: 1-800-335-0473

Email: info@spectrumfurniture.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. If you have any questions regarding Volume Discounts, please call us at 1-800-235-1262 or 1-715723-6750 and ask to speak with your Sales Representative.
- 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 **Spectrum Industries 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 using the 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 faxed directly to these resellers. All orders must be placed through the PEPPM fax number (800-636-3779) or Epylon ecommerce to assure PEPPM bid protection.

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

Whalley Computer Associates, Inc. One Whalley Way Southwick, MA 01077 Contact: Bonnie Smith 413-569-4224 lac@wca.com PEPPM PA

Hertz Furniture Systems LLC 170 Williams Drive Ramsey, NJ 07446 Contact: Mutty Leiser 800-526-4677, ext. 1220 mleiser@hertzfurniture.com PEPPM PA

Contract Source
2 Corporation Center
Broadview Hts, OH 44147
Contact: Jelena Sebastian
216-351-7575
Jsebastian@contractsource.com
PEPPM PA only OH

CCS Presentations Systems 132 Northeastern BLVD Nashua, NH 03062 Contact: Chris Gamst 978-256-2001 ext. 256 cgamst@ccsprojects.com PEPPM PA

Troxell Communications, Inc. 491 Baltimore Pike #677
Springfield, PA 19064
Contact: David Wible 610-565-4686
David.wible@trox.com
PEPPM PA

CDW- Government 230 N Milwaukee Ave Vernon Hills, IL 60061 Contact: Mel Hennessey 866-785-2472 bids@cdwg.com PEPPM PA RTZ Audio-Visual Associates 6725 Santa Barbara Ct Suite 301 Elkridge, MD 21075 Contact Name: Chris Lunsford 410-567-1211 po@rtzav.com PEPPM PA

Visual Sound 485 Parkway Broomall, PA 19073 Contact: Luisa Robbins 610-690-1346 Irobbins@visualsound.com PEPPM PA

PC University Distributors, Inc.
99 West Hawthorne Avenue, Suite 521
Valley Stream, NY 11580
Contact: Geoffrey Miller
516-596-1500
gmm@pcuniversity.com
PEPPM PA – PA, CT and NJ only

Office Makers Plus (Cintom, Inc.) 4641 Productions Drive, Suite 30 Dallas, TX 75235 Contact: Cindy Cave Phone: 972-234-3375

Fax: 972-234-3376

<u>Cindy-omp@sbcglobal.net</u>

PEPPM PA

Avidex Industries, LLC 20382 Hermana Circle Lake Forest, CA 92630 Contact: Lisa Young Phone: 949-428-6333 Fax: 949-428-6334

salessupport@avidex.com

PEPPM PA

Workspace Interiors, Inc. 200 E Main Street, Suite 300 Kingsport, TN 37600 Phone: 423-392-2600

Fax: 423-392-2601

gtadlock@workspaceinterios.com

PEPPM PA

Wholesale Computer Exchange 9 Trefoil Drive First Floor Trumbull, CT 06611

Contact: Tom Quinn Phone: 203-459-8222 Fax: 203-459-8022

toma@wholesalecomputer.com

PEPPM PA

Dancker 291 Evans Way Branchburg, NJ 08876 Contact: Christina Criscitiello Phone: 908-252-6010

ccristcitiello@dancker.com

PEPPM PA

Sehi Computer Products, Inc. 1275 Puerta Del Sol San Clemente, CA 92673

Contact: Carol Taylor Phone: 949-498-0920 Fax: 949-498-1770 carolt@sehi.com

PEPPM PA

Midwest Educational Furnishings, Inc. 21191 N. Valley Road

Kildeer, IL 60047

Contact: Maureen Welter Phone: 847-847-1865 Fax: 847-847-7519

mwelter@mwfurnishings.com

PEPPM PA

PEMCO Furniture 5335 Progress Blvd Bethel Park, PA 15102 Contact: Deb Davis Phone: 412-831-7601

Fax: 412-831-7662

Deborah@pemcofurniture.com

PEPPM PA

Interworld Highway, LLC. Dba Touchboards 205 Westwood Avenue

Long Branch, NJ 07740 Contact: Emily Freiday Phone: 732-222-7077 Fax: 732-222-7088

Emilyf@interworldhighway.com

PEPPM PA

Global Data Consultants, LLC 1144 Kennebec Drive Chambersburg, PA 17201 Contact: Dani Sauve Phone: 717-262-2080

Fax: 717-262-2082 danisauve@gdcit.com

PEPPM PA

Southland Technology, Inc. 8053 Vickers Street San Diego, CA 92111 Contact: Cindy Martin

Phone: 858-694-0932-124 Fax: 858-694-0938

cmartin@southlandtechnology.com

PEPPM PA

STS Education 130-A West Cochran Street Simi Valley, CA 93065 Contact: Bryan Shark

Phone: 805-791-2971 Fax: 800-717-4716

Bryan.shark@stseducation-us.com

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