

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: AmTab

Introduction

AmTab designs, manufactures, and furnishes high-impact learning environments with 100% domestic materials made in the U.S.A. We specialize in K-12 dining commons and K-12 food courts, computer and technology rooms, music and performance spaces, classrooms, science labs, and multi-purpose areas. All of AmTab products and services help create inspiring learning environments and transformational learner experiences. For a quote or inquiry regarding our products in any of the PEPPM servicing areas please contact James Stoll at james.stoll@amtab.com or by calling 630-301-7600.

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. Please email quoteteam@amtab.com to obtain a quote for volume discounts.
3. Address the orders to:

AmTab Manufacturing Corporation
600 Eagle Drive
Bensenville, IL 60106

OR

Please see the list of AmTab authorized resellers below as locations vary and we want to be able to meet every customers individual and specific needs properly based on their location.

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 **AmTab Manufacturing** 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:

Tanner Furniture
7813 Derry Street
Harrisburg, PA 17111
Contact: Gary Poffenberger
Phone: 717-985-9700
Email: gary@gotanner.com

Perpetual Enterprises
701 4th Avenue
Coraopolis, PA 15108
Contact: Susan Kammerer
Phone: 412-299-6356
Email: susan@pemfg.com

Kurtz Bros
400 Reed Street
P.O. Box 392
Clearfield, PA 16830-03921
Contact: Jermiah Miles
Phone: 800-252-3811
Email: Jmiles@kurtzbros.com

Educational Environments by Frank Cooney
1226 N. Michael Drive Ste. C
Wood Dale, IL
Contact: Kevin Cooney
Phone: 630-694-8804
Email: Kevin@frankcooney.com

American Design Associates
900 Harford Road
Baltimore, MD 21234
Contact: Jim Jones
Phone: 410-832-5500
Email: jimjones@americandesignonline.com

MeTEOR Education
690 NE 23RD AVE
Gainesville, FL 32609
Contact: Caroline Smith
Phone: 352-416-1323
Email: csmith@meteorededucation.com

OnPoint Technologies
4100 Jurupa St., Ste.102
Ontario, CA 91761
Contact: Patty Fuller
Phone 909-937-3355
Email: patty@onpointclassroom.com

One Workplace
2500 De La Cruz Blvd.
Santa Clara, CA 95050
Contact: Irene Berania
Phone: 415-912-9701
Email: iberania@oneworkplace.com

Today's Classroom
6551 Middlebranch Avenue, NE
Canton, Ohio 44721
Contact: Ali Griffith
Phone: 330-443-9030
Email: Ali@todaysclassroom.com

Ernie Morris
232 North Main Street
Bushnell, FL 32609
Contact: Ron Morris
Phone: 352-793-2475
Email: rmorris@erniemorris.com

Ingenious Culinary Concepts
1746 E. Silver Star Road, Ste. 276
Ocoee, FL 34761
Contact: Kern Halls
Phone: 407-765-3677
Email: kern@ingeniouscc.com