



**Sales Tax Exemption**

The Texas A&M University System Offices are exempt from state and municipal sales taxes under Chapter 20 Title 122A, revised Civil Statutes of Texas, for all purchases made for the exclusive use of The Texas A&M University System.

The laws of the State of Texas shall govern this Purchase Order.

Purchase Order		
Purchase Order Date	PO/Reference No.	Revision No.
Mar 24, 2018	AB0355935	0
<b>Contact instructions for questions regarding this Purchase Order:</b> If Buyer Contact information is listed below, please contact the Buyer. If not, please contact the Customer.		
<b>Buyer Contact:</b>		
<b>Buyer</b>	<b>Buyer Email</b>	<b>Buyer Phone Number</b>
pma - Allison, Patty	pallison@tamus.edu	979.458.6088
<b>Customer Contact:</b>		
Name:	Sharon Kovar	
Email:	SHARON-KOVAR@TAMUS.EDU	
Phone:	+1 979-458-7024	

**Order acceptance instructions:**

**Vendor guarantees that the products delivered or the services performed as a result of the Purchase Order will meet or exceed all specifications herein. Any exceptions to the pricing or the description contained herein must be approved by the Texas A&M University System's Department of Purchasing Services prior to shipping.**

Supplier Information		Delivery Information	
Supplier Name	SHELTON-KELLER GROUP INC	<b>Delivery Address</b>	
Address	6301 E STASSNEY LN BLDG 9-100 AUSTIN, TX 787443069 US	TAMUS Member:	01-Texas A&M System Offices (01)
Phone	+1 512-225-9834	Attn:	Lawrence Gaertner - (512) 423-5402, Onsite FPC PM
Fax	+1 512-481-1550	TAMUCC Science Research & Engineering Bldg	
FOB / FREIGHT	Destination	Project	15-3188
Pre-Pay & Add	No	6300 Ocean Dr, Unit 5835	
Payment Terms	0, Net 30	Corpus Christi, TX 78412	
Contract Number - Header	US Communities #4400003404	United States	
Contract Number - Line	no value	<b>Delivery Information</b>	
Quote number	4300	Required Delivery Date	Sep 4, 2018
		Ship Via	Best Carrier-Best Way

**Notes to Supplier**

**Shipping Instructions**

Note to Supplier

This purchase is per the US Communities #4400003404.

All items are for FPC Project 15-3188 TAMU-CC Science Research & Engineering Bldg, currently under construction in Corpus Christi, TX.

The estimated delivery time for furniture install to begin is September 4, 2018. Reference Attachment A for additional delivery and install terms and instructions.

Communicate delivery and install with TAMU System FPC contacts: Julie Zitter, Stantec-Interior Designer, Ph: (512) 423-5403, Julie.Zitter@stantec.com and Lawrence Gaertner, Onsite Project Manager, Ph: (512) 423-5402, lgaertner@agcm.com.

Include PO no. on all invoices. Make certain invoice is referenced correctly & sent to the email address noted in the BILL TO section of this PO.

Attachments for supplier

- Proposal 4300 - R...
- Furnishings Attac...
- TAMUS Standard Te...

**PO Clauses**

Header			
001	No Collect Freight Charges Accepted	Neither COD nor "Collect" freight or handling charges will be accepted.	
113	FOB-DEST/FRT-PP&ALLOW	FOB Destination, Freight Prepaid and Allowed	
405	TAMUS Standard Terms	This Purchase Order shall reference the attached TAMUS Standard Terms and Conditions (Exhibit B).	

Line No.	Product Description	Catalog No.	Size / Packaging	Unit Price	Quantity	Ext. Price
1 of 2	Knoll furnishings per the details and specifications on the attached proposal 4300. This purchase is per the US Communities contract 4400003404.		LO	35,502.91 USD	1 LO	35,502.91 USD
2 of 2	Dealer services include receiving, unpacking, assembly and placement at point of use, removal and disposal of all packing material. Reference Attachment A for additional delivery and install instructions.		LO	3,700.00 USD	1 LO	3,700.00 USD
<b>Total</b>						<b>39,202.91 USD</b>

**Billing Information**

To assure timely payment please e-mail invoices to the email provided in the bill to address. If the invoice is sent via email, please do not send a duplicate copy through the mail. Only if email is not an option then submit invoices to the billing address indicated in the "Billing Address" section. To inquire about electronic invoicing via cXML, CSV or PO flip through the supplier portal, e-mail abvendorhelp@tamus.edu.  
 Invoice must include the PO/Reference number shown above.

**Billing Address**

Texas A&M System Offices-Randy Wipke  
 \*\*\*Do Not Mail Invoices\*\*\*  
 Life\_Sciences\_Research\_Engineering\_Complex-Ph.02.18\_PO\_Payments@docs.e-builder.net  
 \*\*\*Invoice via email only\*\*\*  
 College Station, TX 77840  
 United States