



## 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.
Jun 1, 2018	AB0369560	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 this 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:	Cathy Swanteson
Fax	+1 512-481-1550	TAMUT Academic & Student Services	
FOB / FREIGHT	Destination	Project	22-3200
Pre-Pay & Add	No	7101 University Ave	
Payment Terms	0, Net 30	Texarkana, TX 75503	
Contract Number - Header	E&I CNR01280, NIPA/TCPN R142211, NIPA R142213	United States	
Contract Number - Line	no value	<b>Delivery Information</b>	
Quote number	5088, 5087, 5089	Required Delivery Date	Nov 1, 2018
		Ship Via	Best Carrier-Best Way

## Notes to Supplier

### Shipping Instructions

Note to Supplier

The Hightower items per E&I Contract CNR01280,  
Mayline items per the NIPA/TCPN R142211, OFS items per NIPA R142213.

All items are for FPC Project 22-3200 Texas A&M-Texarkana Academic & Student Services building.

The estimate delivery and install time-frame is November to mid-December 2018.

**\*\*Communicate specific delivery and installation dates with FPC Interior Designer Cathy Swanteson, Ph:**  
979-458-7077-office; 979-575-9827-cell. Email: cswanteson@tamus.edu.

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

SKG.Hightower.Pro...  
TAMUS Standard Te...  
ATTACHMENT A.TERM...  
SKG.Mayline.Propo...  
SKG.OFS.Proposal ...

### PO Clauses

Header	001	No Collect Freight Charges	Neither COD nor "Collect" freight or handling charges will be accepted.
		Accepted	
	113	FOB-DEST/FRT-PP&ALLOW	FOB Destination, Freight Prepaid and Allowed
	400	TAMUS Service Agreement	This Purchase Order shall reference the Terms and Conditions agreed upon in the executed Master Agreement.
		Terms	

Line No.	Product Description	Catalog No.	Size / Packaging	Unit Price	Quantity	Ext. Price
1 of 6	Hightower furnishings per details and specifications on attached proposal proposal 5088.	.	LO	23,517.90 USD	1 LO	23,517.90 USD

2 of 6	Freight, Delivery and Installation - Labor to receive, deliver and install all furnishings as noted on attached quote 5088. Reference Attachment A for additional delivery and install instructions.	.	LO	7,070.00 USD	1 LO	7,070.00 USD
3 of 6	OFS furnishings per details and specifications on attached proposal proposal 5089.	.	LO	18,564.42 USD	1 LO	18,564.42 USD
4 of 6	Freight, Delivery and Installation - Labor to receive, deliver and install all furnishings as noted on attached quote 5089. Reference Attachment A for additional delivery and install instructions.	.	LO	2,770.00 USD	1 LO	2,770.00 USD
5 of 6	Mayline furnishings per details and specifications on attached proposal proposal 5087.	.	LO	4,024.56 USD	1 LO	4,024.56 USD
6 of 6	Freight, Delivery and Installation - Labor to receive, deliver and install all furnishings as noted on attached quote 5087. Reference Attachment A for additional delivery and install instructions.	.	LO	1,308.00 USD	1 LO	1,308.00 USD
Total						<b>57,254.88 USD</b>

Billing Information	Billing Address
<p>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@tamu.edu.</p> <p>Invoice must include the PO/Reference number shown above.</p>	<p>Texas A&amp;M System Offices-Brett McCully</p> <p>***Do Not Mail Invoices***</p> <p>Academic__Student_Services_Building.02.18_PO_Payments@docs.e-builder.net</p> <p>***Invoice via email only***</p> <p>College Station, TX 77840</p> <p>United States</p>