



## 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.
<b>Mar 20, 2019</b>	<b>AB0436602</b>	<b>0</b>
<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 - 979-458-7077
Fax	+1 512-481-1550	Southwest Metroplex Bldg	
FOB / FREIGHT	Destination	Project	4-3191
Pre-Pay & Add	No	10636 Old Grandbury Rd	
Payment Terms	0, Net 30	Ft Worth, TX 76136	
Contract Number - Header	E&I Contract CNR01391 & CNR01323	United States	
Contract Number - Line	<i>no value</i>	<b>Delivery Information</b>	
Quote number	7920, 8194	Required Delivery Date	Jul 1, 2019
		Ship Via	Best Carrier-Best Way

## Notes to Supplier

### Shipping Instructions

Note to Supplier

This purchase is per the E&I Contract # CNR01391 (Humanscale) & CNR01323 (Claridge).

All items are for TAMU System FPC Project 04-3191 Southwest Metroplex Bldg - Tarleton State University in Fort Worth, TX.

Communicate delivery and install with TAMU System, Interior Designer, Catherine Swanteson, (979-458-7077, 979-575-9827 cell), cswanteson@tamus.edu. Specific install dates will be communicated as construction progresses.

Reference Attachment A for additional delivery and install terms and instructions.

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.Humanscale Ch...  
 SKG.Claridge Mark...  
 ATTACHMENT A.TERM...  
 TAMUS Standard Te...  
 HSP Progress Asse...

### 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 3	Humanscale furnishings per details and specifications on attached proposal #7920.	.	LO	65,781.61 USD	1 LO	65,781.61 USD
2 of 3	Installation per quotes 7920 & 8194 - Includes labor to receive, deliver and install, assemble, set in place per room plans, removal of all packaging debris. Reference Attachment A for additional delivery and install instructions.	.	LO	43,310.00 USD	1 LO	43,310.00 USD
3 of 3	Claridge Marker Boards per details and specifications on attached proposal 8194.	.	LO	29,720.86 USD	1 LO	29,720.86 USD
Total						<b>138,812.47 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-Randy Wipke</p> <p>***Do Not Mail Invoices***</p> <p>Southwest_Metroplex_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>