



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.
Dec 14, 2020	AB0586363	0
Contact instructions for questions regarding this Purchase Order: If Buyer Contact information is listed below, please contact the Buyer. If not, please contact the Customer.		
Buyer Contact:		
Buyer	Buyer Email	Buyer Phone Number
pma - Allison, Patty	pallison@tamus.edu	979.458.6088
Customer Contact:		
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	WORKPLACE RESOURCE	Delivery Address	
Address	1717 W 6TH ST STE 190 AUSTIN, TX 78203 US	TAMUS Member:	01-Texas A&M System Offices (01)
Phone	+1 512-472-7300	Attn:	Holly Hawryluk - 979.229.8666 / Mary Letz - 713.487.3435
FOB / FREIGHT	Destination	TAMU – Innovative Technologies Development Complex 717 RELLIS Pkwy Bryan, TX 77807 United States	
Pre-Pay & Add	No	Delivery Information	
Payment Terms	0, Net 30	Required Delivery Date	Jul 5, 2021
Contract Number - Header	OMNIA/US Communities #2020000622	Ship Via	Best Carrier-Best Way
Contract Number - Line	no value		
Quote number	FR200320		

Notes to Supplier

Shipping Instructions

Note to Supplier

This purchase order is per the OMNIA/US Communities Contract #2020000622.

All furnishings are for TAMU System FPC Project 28-3298 TAMU – Innovative Technologies Development Complex currently under construction on the RELLIS Campus.

Communicate delivery and install services with Mary Letz, Energy Architects furnishings consultant at Ph: 713.487.3435 or email: maryl@energyarch.com and TAMU System Interior Designer Holly Hawryluk at Ph: 979.229.8666 or email: hhawryluk@tamus.edu.

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

The estimated time-frame for delivery and install is July 5th – July 30th 2021.

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

WorkplaceResource...

Attachment A - Eq...

TAMUS PO Standard...

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	Aeron and Tuxedo (WPR) Herman Miller Furnishings per details and specifications on attached quote FR200320 dated 9/8/20	.	LO	128,743.36 USD	1 LO	128,743.36 USD
2 of 3	Freight	.	LO	857.20 USD	1 LO	857.20 USD
3 of 3	Dealer Services per quote FR200320: Delivery & Installation - to include receiving, unpacking, assembly, placement at point of use, removal & disposal of all packing material. Reference Attachment A for additional delivery / install instructions.	.	LO	3,960.00 USD	1 LO	3,960.00 USD
Total						133,560.56 USD

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&M System Offices-Randy Wipke</p> <p>***Do Not Mail Invoices***</p> <p>ITDC-PO-Payments@docs.e-builder.net</p> <p>***Invoice via email only***</p> <p>College Station, TX 77840</p> <p>United States</p>