



### 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>Oct 12, 2021</b>	<b>AB0659677</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	WORKPLACE RESOURCE	<b>Delivery Address</b>	
Address	1717 W 6TH ST STE 190 AUSTIN, Texas 78203 United States	TAMUS Member:	01-Texas A&M System Offices (01)
Phone	+1 512-472-7300	Attn:	Holly Hawryluk - 979-458-7078 / Monica McCoy - 979-458-7072
FOB / FREIGHT	Destination	FAPC - System Budgets & Accounting	
Pre-Pay & Add	No	Moore/Connally Bldg	
Payment Terms	0, Net 30	Room	2nd Floor
Contract Number - Header	Omnia Contract #2020000622	301 Tarrow St	
Contract Number - Line	<i>no value</i>	College Station, TX 77840-7896	
Quote number	FR210352	United States	
		<b>Delivery Information</b>	
		Required Delivery Date	
		Ship Via	Best Carrier-Best Way

### Notes to Supplier

**Shipping Instructions**

Note to Supplier

Per Omnia contract 2020000622.

Communicate closely the specific delivery and install dates and time with the TAMU System FPC  
 Contacts: Holly Hawryluk, Ph: 979.458.7078, E: hhawryluk@tamus.edu and Monica McCoy Ph:  
 979.458.7072, E: mmccoy@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

TAMUS PO Standard...

FR210352 - TAMU C...

**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
	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	Aeron Task Chairs per details and specifications on attached quote #FR210352 dated 10/12/21.	.	LO	32,787.20 USD	1 LO	32,787.20 USD
2 of 2	Labor to receive, inspect, deliver install	.	LO	1,100.00 USD	1 LO	1,100.00 USD
<b>Total</b>						<b>33,887.20 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 vendorhelp@tamu.edu.

Invoice must include the PO/Reference number shown above.

**Billing Address**

Texas A&M University System  
 \*\*\*Do Not Mail Invoices\*\*\*  
 Email invoices to systemvouchers@tamus.edu  
 301 Tarrow RM 345  
 College Station, TX 77840  
 United States