



### 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>Apr 21, 2023</b>	<b>AB0805633</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>
jrz - Zimmermann, Jeff	jzimmermann@tamus.edu	979.458.6410
<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, Texas 787443069 United States	TAMUS Member:	01-Texas A&M System Offices (01)
Phone	+1 512-225-9834	Attn:	Holly Hawryluk - 979.458.7078
Fax	+1 512-481-1550	Research Security Office	
FOB / FREIGHT	Destination	Houston Bldg	
Pre-Pay & Add	No	Suite	
Payment Terms	0, Net 30	200 Discovery Dr	
Contract Number - Header	Omnia 2020000622	4357 TAMU	
Contract Number - Line	<i>no value</i>	College Station, TX 77843-4357	
Quote number	033023B	United States	
		<b>Delivery Information</b>	
		Required Delivery Date	
		Ship Via	Best Carrier-Best Way

### Notes to Supplier

#### Shipping Instructions

Note to Supplier

\*\* The current estimated time frame for delivery and installation is August 1 – 11, 2023 \*\*

All items are for FPC Project 01-0249 - Houston Building Renovation, College Station, TX. Correct delivery address is listed within Attachment A.

The A&M System contacts are listed below with contact information provided in Attachment A.

- Holly Hawryluk
- Monica McCoy

Refer to attached Exhibit A - Terms and Conditions, Exhibit B - Insurance Requirements, and Attachment A - Furnishing Requirements. Note that award and pricing is based on the Omnia contract #2020000622 referenced within the quote.

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

- Texas A&M College...
- Exhibit A - PO St...
- Attachment A - Eq...

**PO Clauses**

Header 001 No Collect Freight Neither COD nor "Collect" freight or handling charges will be accepted.  
Charges Accepted

Line No.	Product Description	Catalog No.	Size / Packaging	Unit Price	Quantity	Ext. Price
1 of 2	Herman Miller Aeron Work Seating per attached quote 033023B dated 3/30/23	.	LO	22,891.44 USD	1 LO	22,891.44 USD
2 of 2	Delivery and Installation	.	LO	1,750.00 USD	1 LO	1,750.00 USD
Total					<b>24,641.44 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 vendorhelp@tamu.edu.</p> <p>Invoice must include the PO/Reference number shown above.</p>	<p>Texas A&amp;M University System            ***Do Not Mail Invoices***            Email invoices to systemvouchers@tamus.edu            301 Tarrow RM 345            College Station, TX 77840            United States</p>