



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.
Feb 6, 2020	AB0517264	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	LANDSCAPE FORMS INC	Delivery Address	
Address	7800 E MICHIGAN AVE KALAMAZOO, MI 490489543 US	TAMUS Member:	01-Texas A&M System Offices (01)
FOB / FREIGHT	Destination	Attn:	Cathy Swanteson - 979-458-7077 / Roger Sekol - 415.272.3789
Pre-Pay & Add	No	TAMU 21st Century Classroom Bldg	
Payment Terms	0, Net 30	Project	*** SEE SUPPLIER NOTES FOR CORRECT SHIP TO ADDRESS ***
Contract Number - Header	NCPA 07-53	212 Lamar Bldg 1543	
Contract Number - Line	<i>no value</i>	College Station, TX 77840	
Quote number	0000299590	United States	
		Delivery Information	
		Required Delivery Date	Jun 24, 2020
		Ship Via	Best Carrier-Best Way

Notes to Supplier

Shipping Instructions

Note to Supplier

This purchase is per the NCPA Contract # 07-53.

**** IMPORTANT NOTE REGARDING SHIP TO ADDRESS:

SHIP TO ADDRESS:

Workplace Resource LLC
 ATTN: Fred Rodriguez - 512-799-2132
 4400 NE Loop 410, Ste. 130
 San Antonio, TX. 78218

All items are for FPC Project 02-3236 21st Century Classroom currently under construction on the campus of Texas A&M University, College Station.

****Communicate delivery Workplace Resource contact: Fred Rodriguez, Email: fred.rodriguez@wrstx.com, Ph: 512-799-2132.

*** DELIVERY REQUESTED WEEK OF JUNE 22, 2020. ***

The TAMU System FPC Contacts are Catherine Swanteson, Email: cswanteson@tamus.edu, Ph: 979.458.7077-office, 979.575.9827-mobile and/or Perkins & Will/AE contact Roger Sekol, Email: roger.sekol@perkinswill.com, Ph: 415.272.3789.

Reference 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...
- Attachment A.21st...
- LF 299590-NCPA - ...

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 2	Various outdoor furniture per details and specifications on attached quote #0000299590, dated 02-06-20.	.	LO	59,939.01 USD	1 LO	59,939.01 USD
2 of 2	Shipping and handling	.	LO	4,550.00 USD	1 LO	4,550.00 USD
Total						64,489.01 USD

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 abvendorhelp@tamu.edu.
Invoice must include the PO/Reference number shown above.

Billing Address

Texas A&M System Offices-Brett McCully
Do Not Mail Invoices
21st-Century-Classroom-PO-Payments@docs.e-builder.net
*** INVOICE VIA EMAIL ONLY ***
College Station, TX 77840
United States