



### 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>Feb 25, 2020</b>	<b>AB0522874</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 / Peggy Berry - 713-665-5665
Fax	+1 512-481-1550	HSC Eng/Health Bldg Renovation	
FOB / FREIGHT	Destination	Project	23-3258
Pre-Pay & Add	No	1020 Holcombe Blvd	
Payment Terms	0, Net 30	Houston, TX 77030	
Contract Number - Header	Omnia / US Comm. 4400003404	United States	
Contract Number - Line	<i>no value</i>	<b>Delivery Information</b>	
Quote number	11932; 9331	Required Delivery Date	Jun 8, 2020
		Ship Via	Best Carrier-Best Way

### Notes to Supplier

#### Shipping Instructions

Note to Supplier

This purchase is the Omnia / US Communities Contract 4400003404.

All items are for FPC Project 23-3258 Health Science Center EnMed Building Renovation, currently under construction in Houston, TX.

Communicate delivery and install with TAMU System contact Catherine Swanteson, Email: cswanteson@tamus.edu, Ph: 979.458.7077-office, 979.575.9827-mobile and/or EYP A/E contact Peggy Berry, Email: pberry@eypae.com, Ph: 713.665.5665.

The current estimated time-frame for delivery and install for this project is June 8 - July 18, 2020, Monday through Friday, 8 AM – 5 PM.

Reference Attachment A for additional delivery 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.Knoll Ancilla...
- Proposal 9331 - R...
- Phase 1.Attachmen...
- TAMUS PO Standard...
- 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 4	Knoll Ancillary Furnishings per details and specifications on attached proposal 11932, dated 2/18/2020.	.	LO	187,624.62 USD	1 LO	187,624.62 USD
2 of 4	Dealer Services per proposal 11932: 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	19,250.00 USD	1 LO	19,250.00 USD
3 of 4	Knoll Desks and Mobile Peds per details and specifications on attached proposal 9331, dated 2/18/2020.	.	LO	65,690.64 USD	1 LO	65,690.64 USD
4 of 4	Dealer Services per proposal 9331: 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	36,802.40 USD	1 LO	36,802.40 USD
<b>Total</b>						<b>309,367.66 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 <a href="mailto:abvendorhelp@tamu.edu">abvendorhelp@tamu.edu</a>.</p> <p>Invoice must include the PO/Reference number shown above.</p>	<p>Texas A&amp;M System Offices-Brett McCully</p> <p>***Do Not Mail Invoices***</p> <p>Eng-Health-Bldg-Renov-PO-Payments@docs.e-builder.net</p> <p>***Invoice via email only***</p> <p>College Station, TX 77840</p> <p>United States</p>