



# Stephen F. Austin State University

Member of The University of Texas System

Procurement and Business Services  
Nacogdoches, Texas 75962-3030

Supplier: Phone (936) 468-2206 \* Fax (936) 468-4282

Stephen Martin Construction LLC  
DBA: Stephen Martin  
2424 N Pecan St Ste 104  
Nacogdoches TX 75965-3589

martin-construction@hotmail.com

PO Number: **P2402586**

PO Date: **04/10/24**

Delivery Date: **08/31/24**

**CONFIRM RECEIPT OF PURCHASE ORDER AND  
ACCEPTANCE OF DELIVERY DATE  
BY EMAILING PURCHASE@SFASU.EDU.**

**Send Billing Invoice to:**

Stephen F. Austin State University  
P.O. Box 6085  
Nacogdoches, TX 75962-6085  
ATTN: Accounts Payable

**Ship to:**

Kris Orheim  
Physical Plant  
Physical Plant 101  
2104 Wilson Dr  
SFA Box 13031  
  
Nacogdoches TX 75962

Terms: Net 30  
FOB: Installed

**PURCHASE ORDER NO. MUST APPEAR ON ALL  
SHIPPING DOCUMENTS AND INVOICES**

Item	Description	Quantity	Unit Cost	Total Cost
1	As per estimate dated 3/26/24 ---- TIPS Contract #23010402 ---- Bush Math Building Rooms103 F,G,H Renovation ---- SFA Work Order: 24-291238-001  000P91484A CONSTRUCTION TRADE SERVICES (NOT OTHERWISE CLASS.) 1.00 SRV  Scope of Work: -Demo wall in between room 103 G/F. Repair sheetrock where demo was done. -Demo existing carpet in 103 G/F. Prep for new		17,900.0000	17,900.00

<b>Purchaser:</b> Kathy Durrett (936) 4684225	<b>ADDITIONAL CHARGE:</b> <b>DISCOUNT/TRADE-IN:</b> <b>TOTAL: CONTINUED</b>
Vendor ID: <b>20465788</b> Collegiate Licensed: Req No: <b>R0080910</b> Employee/Employee Relationship:	
Blanket Order: HUB Status:	Purchase Class: <b>Coop - TIPS-TAPS</b>

Vendor Warrant Hold process runs nightly and terminates any vendors on hold. Vendor EPLS status verified by Purchaser.

150016-30201-773400 \$17,900.00



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	carpet squares. Install new carpet squares. (Material allowance \$4.50Sqft) -Install new cove base in new 103 room. -Repair acoustical ceiling where wall was taken down. -Prep and paint walls 1 color to owners spec. -Frame up new wall dividing room 103 H. Frame for new 3'x7' door. -Install new sound batt insulation. -Hang, Tape, float and texture new sheetrock. -Install new solid core birch door, paint grade. -Prime and paint new wall. Paint office 1 color per owner specification. -Break apart lighting for new office. Install new witch in new office to control office lighting.			

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	-Clean up and haul of all construction debris from site ---- All work is to be performed in a neat and workmanlike manner, site kept clean at all times, protection provided to avoid damage to landscaping and all adjoining property, including improvements, performed as quickly as possible consistent with best industry construction practices, and guaranteed for one (1) full year from date of completion against all defects. Contractor shall comply with all local, state and federal orders, ordinances, laws, rules, and regulations of duly constituted authorities having jurisdiction over this work.			

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	All work is to be completed as mutually agreed by and between the University and the Contractor. Failure to complete work (including clean-up) by the mutually agreed date shall be deemed as a breach of contract. Liquidated damages in the amount of \$500.00 per calendar day will be assessed, not as a penalty, but as liquidated damages for such breach of contract. Safe working conditions must be maintained on and around work site at all times. Barricades and other protective devices are to be used as necessary to prevent injury to persons or property. All reasonable precautions are to be taken. Payment will be made lump-sum upon completion			

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	<p>or as otherwise mutually agreed between Contractor and the University.</p> <p>----</p> <p>The Contractor shall not commence work under this Contract until Contractor has obtained all the insurance required hereunder and certificates of such insurance have been filed with and reviewed by SFASU. Acceptance of the insurance certificates by SFASU shall not relieve or decrease the liability of the Contractor. If policies are not written for the amounts specified below (except Workers' Compensation and Employer's Liability), Contractor shall carry Excess Liability insurance for any difference in amounts specified. If Excess Liability insurance</p>			

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	<p>is provided, it shall follow the form of the primary policy.</p> <p>This insurance shall not be canceled, limited in scope of coverage, or non-renewed until after thirty (30) days prior written notice, or ten (10) days for non-payment of premium, has been given to the University.</p> <p>Contractor's insurance shall be deemed primary with respect to any insurance carried by Stephen F. Austin State University for liability arising out of operations under this Contract.</p> <p>Stephen F. Austin State University, its officials, directors, employees, representatives and volunteers shall be named as additional insured. This is not applicable to the Workers'</p>			

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	<p>Compensation policy. The Workers' Compensation and Employer's Liability policy will provide a waiver of subrogation in favor of the University. The Workers' Compensation insurance coverage must include the responsibility of the Contractor to provide coverage for every worker either under the Contractor's policy or under the policy provided by a subcontractor. The Contractor's policy shall provide that, in the event that a subcontractor's policy fails to provide workers' compensation coverage of a worker, that such insurance coverage is provided by the Contractor's policy. Unless otherwise provided for herein, the</p>			

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	Contractor shall provide and maintain, until the Work covered in this Contract is completed and accepted by SFASU, the minimum insurance coverage as follows: ---- TYPE OF COVERAGE / LIMITS OF LIABILITY Workers' Compensation Coverage OR Employer's Liability - \$1,000,000 occur/aggregate Comprehensive General Liability -\$1,000,000 each occurrence -\$2,000,000 general aggregate -\$2,000,000 products/completed operations aggr Comprehensive Automobile Liability -\$1,000,000 ea accident- Combined Single Limit ----			

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