



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

Page 1

PO Number: **P2601622**

PO Date: **12/03/25**

Delivery Date: **06/01/26**

**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	Estimate #1831 dated 10/27/25 ---- TIPS #23010402 ---- SFASU Student Center Room 2.306 ---- SFA Work Order 26-320618 000P91484A CONSTRUCTION TRADE SERVICES (NOT OTHERWISE CLASS.) 1.00 SRV Scope of Work: - Frame wall to divide 2.306 - Remove carpet. - Frame wall proud of ceiling supported by kickers		22,150.0000	22,150.00

Purchaser: Lacey Bradshaw

(936) 4684412

Vendor ID: **20465788**

Collegiate Licensed:

Req No: **R0085230**

Employee/Employee Relationship:

Blanket Order:

HUB Status:

Purchase Class: **Coop - TIPS-TAPS**

ADDITIONAL CHARGE:

DISCOUNT/TRADE-IN:

TOTAL: CONTINUED

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

930700-30220-773400 \$22,150.00



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	<ul style="list-style-type: none">- Install sound batt.- Hang sheetrock both sides.- Tape ,float and texture sheetrock.- Paint new walls to match.- Tie grid ceiling back to new wall.- Add 2 plugs to each side support new future office furniture on each side.- Demo existing light fixtures.- Install 3 2x2 LED light fixtures in each new office.- Add occupancy sensors and switches to support new space- Add 3 data connections to each side to support future office furniture on each side.- Remove can light in conflict with new wall.			

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	<ul style="list-style-type: none">- Install new carpet tile in both new offices.- Install New cove base. ----- <p>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.</p> <p>Contractor shall comply with all local, state and federal orders, ordinances, laws, rules, and regulations of duly constituted authorities having jurisdiction over this work.</p>			

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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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	or as otherwise mutually agreed between Contractor and the University. ---- 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			

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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>The Board of Regents of The University of Texas System, Stephen F. Austin State University Campus shall be named as additional insured. This is not applicable to the Workers' Compensation policy.</p>			

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	<p>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.</p> <p>Unless otherwise provided for herein, the Contractor shall provide and maintain, until the</p>			

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	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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