STATE OF TEXAS
PURCHASE ORDER

9/2/2015 Amended service dates

1. Agency Name & No. **TEXAS STATE LIBRARY & ARCHIVES COMMISSION** 306 Tax Exempt agency of the Texas State Government	**4. Purchase Order No.** 306-16-8041	**12. HUB:** N/A	**13. Order Type:** Service
	5. PCC E	**14. Vendor Identification No:** [redacted]	
2. Agency Billing Address **ACCOUNTING DEPARTMENT** Texas State Library & Archives Commission PO Box 12516 Austin, TX 78711-2516 Email invoices to: AP@tsl.texas.gov Phone: (512) 463-5473; Fax: (512) 475-0185	**6. Current Document No.**	**15. Vendor Address:** Lane Equipment Company 7801 North Lamar Blvd, Suite C-43 Austin, TX 78752	
	7. Document (order) amt **$1,000.00**		
	8. REF DOC		
*VENDOR MUST REFERENCE PURCHASE ORDER NUMBER ON ALL INVOICES OR INVOICE WILL BE RETURNED TO VENDOR. THIS PURCHASE HAS BEEN DETERMINED TO BE THE "BEST VALUE."	**9. Service Period or Expected Delivery Date:** 9/1/2015 - 8/31/2016	**16. Vendor Contact Info:** Tim Sullivan **Phone:** (512) 302-0161 **Fax:** (512) 302-0161 **Email:** pam@laneequipment.com	
3. Destination of goods or service FOB Destination Attn: Michael Shea State Records Center 4400 Shoal Creek Blvd Loading Dock #1 Austin, TX 78756	**10. Agency Contact:** Pam Rodriguez **Email:** prodriguez@tsl.texas.gov	**Phone:** (512) 463-3037 **Fax:** (512) 475-3393	
	11. TSLAC Project Contact: Michael Shea **Email:** mshea@tsl.texas.gov	**Phone:** (512) 475-5151	

17. Description

Blanket order to service and repair the XAC 332 Cornelius Cuber Machine located at 4400 Shoal Creek Blvd for the services dates of September 1, 2015 through August 31, 2016.

Charges are:
Trip Charge - $90.00
Hourly labor charge (billed at 1/2 hour increments) - $100.00

Vendor will be contacted when services are needed.

This purchase order is to be used on an as needed basis and may be used in part, in whole, or not at all as deemed necessary by the Texas State Library and Archives Commission. Purchase Order Terms & Conditions and Invoicing Instructions are attached. Vendor should note that the annual total of the invoice amounts cannot exceed the total purchase order amount without prior approval from the Purchasing Department.

This contract is contingent upon the continued availability of appropriations and may be cancelled with no additional cost to the agency if appropriations become unavailable. If this contract is cancelled due to unavailability of appropriations, the agency will only pay for services that have already been rendered up to the date of cancellation.

18. SFX	INDEX	AY	COBJ	AOBJ	AMOUNT	INVOICE NO.
001	66167	16	7367	7699	$1,000.00	

19. Line No	20. Goods & Service	21. NIGP Code	22. Qty	23. Units	24. Unit Price	25. Extended Amt
1.	Ice Machine Service & Repairs	936-67	1	Lot(s)	$1,000.00	$1,000.00

INTERNAL REPAIR **Grand Total** **$1,000.00**

26. Legal Cites:

27. Division Tracking Number: SLRM 16-020

Per Texas Tax Code 151.309, the Texas State Library and Archives Commission is a tax-exempt agency.
If you need further proof of this, please contact the Agency Contact in box #10.

Confirmation of receipt is required, please sign box #29 and return signed PO via email: purchasing@tsl.texas.gov or fax: (512) 475-3393.

28. Approval Signature	Date	29. Vendor Signature	Date
P Rodriguez, CTP	9/2/2015		

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P Rodriguez	8/31/2015		

Rev. 06/2015