

**STATE OF TEXAS  
PURCHASE ORDER**

<b>1. Agency Name &amp; No.</b> <b>TEXAS STATE LIBRARY &amp; ARCHIVES COMMISSION</b> 306 Tax Exempt agency of the Texas State Government		<b>4. Purchase Order No.</b> 306-16-8270	<b>12. HUB:</b> N/A	<b>13. Order Type:</b> Service
<b>2. Agency Billing Address</b> **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		<b>5. PCC</b> C	<b>14. Vendor Identification No:</b> [REDACTED]	
		<b>6. Current Document No.</b>	<b>15. Vendor Address:</b> TIBH Industries 1011 East 53 1/2 Street Austin, TX 78751	
		<b>7. Document (order) amt</b> \$1,403.00	<b>16. Vendor Contact Info:</b> Sergio Pelicano <b>Phone:</b> (512) 637-7100 <b>Fax:</b> <b>Email:</b> sergio.pellicano@goodwillcentraltexas.org	
		<b>8. REF DOC</b>		
<b>3. Destination of goods or service</b> FOB Destination Attn: Beverly Shirley Talking Book Program - Circulation 4400 B Shoal Creek Blvd Loading Dock # 4 Austin, TX 78756		<b>9. Service Period or Expected Delivery Date:</b> 2/1/2016 - 3/2/2016	<b>10. Agency Contact:</b> Pam Rodriguez <b>Phone:</b> (512) 463-3037 <b>Email:</b> prodiguez@tsl.texas.gov <b>Fax:</b> (512) 475-3393	
		<b>11. TSLAC Project Contact:</b> Beverley Shirley <b>Phone:</b> (512) 475-5157 <b>Email:</b> bshirley@tsl.texas.gov		
		<b>*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."</b>		

**17. Description**

TSLAC will contract two temporary personnel through TIBH:  
Title: Clerk II; Rate: Entry Level; Job Class Code #: 0055; District 14; Pay rate: \$15.25/hr; For 92 hours per temp

Work is scheduled between Monday, February 1, 2016 - Wednesday, March 2, 2016;

Work hours: 9am - 1pm OR 12pm - 4pm

Work duties: Work involves circulation of books and playback equipment used by those who cannot read standard print. Use of computerized circulation system and barcode scanners. Circulation and Machines Services operates within a warehouse environment. Jeans are acceptable attire. Temp is NOT TO EXCEED their 92 hours work hours.

Vendor is not to exceed the total amount listed on the PO without prior approval and amendment to this PO by the TSLAC Purchasing Department.

TSLAC Purchase Order Terms & Conditions and Invoicing Instructions are attached. CPA Contract Number: 962-M3

18. SFX	INDEX	AY	COBJ	AOBJ	AMOUNT	INVOICE NO.
001	43211	16	7299	7405	\$1,403.00	

19. Line No	20. Goods & Service	21. NIGP Code	22. Qty	23. Units	24. Unit Price	25. Extended Amt
1.	Don Weihs will be employed as temporary personnel for TBP Circulation Location for the 9am - 1pm shift Start Date: 2/1/2016 - Estimated End Date: 3/2/2016	962-69	92	Hour(s)	\$15.25	\$1,403.00
2.	TO BE DETERMINED - Temporary Personnel for TBP Circulation Location	962-69	0	Hour(s)	\$15.25	\$0.00

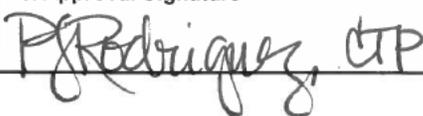
**Grand Total** \$1,403.00

**26. Legal Cites:** Preference for Products of Persons with Mental Retardation or Physical Disabilities [TIBH] as defined by the Texas Government Code 2155.441

**27. Division Tracking Number:** TBP 16-88

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.

<b>28. Approval Signature</b> 	<b>Date</b> 1/29/2016	<b>29. Vendor Signature</b>	<b>Date</b>
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**STATE OF TEXAS  
PURCHASE ORDER**

2/5/2016 Amended to include 2nd Temporary Personnel for TBP Circulation. Please see attached email.

<b>1. Agency Name &amp; No.</b> <b>TEXAS STATE LIBRARY &amp; ARCHIVES COMMISSION</b> 306 Tax Exempt agency of the Texas State Government	<b>4. Purchase Order No.</b> 306-16-8270	<b>12. HUB:</b> N/A	<b>13. Order Type:</b> Service
	<b>5. PCC</b> C	<b>14. Vendor Identification No:</b> [REDACTED]	
<b>2. Agency Billing Address</b> <b>**ACCOUNTING DEPARTMENT**</b> 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	<b>6. Current Document No.</b>	<b>15. Vendor Address:</b> TIBH Industries 1011 East 53 1/2 Street Austin, TX 78751	
	<b>7. Document (order) amt</b> \$2,806.00	<b>16. Vendor Contact Info:</b> Sergio Pelicano Phone: (512) 637-7100 Fax: Email: sergio.pelicano@goodwillcentraltexas.org	
<b>3. Destination of goods or service</b> FOB Destination Attn: Beverly Shirley Talking Book Program - Circulation 4400 B Shoal Creek Blvd Loading Dock # 4 Austin, TX 78756	<b>8. REF DOC</b>	<b>9. Service Period or Expected Delivery Date:</b> 2/1/2016 - 3/2/2016	
	<b>10. Agency Contact:</b> Pam Rodriguez Email: prodriguez@tsl.texas.gov		Phone: (512) 463-3037 Fax: (512) 475-3393
	<b>11. TSLAC Project Contact:</b> Beverley Shirley Email: bshirley@tsl.texas.gov		Phone: (512) 475-5157

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TSLAC will contract two temporary personnel through TIBH:  
 Title: Clerk II; Rate: Entry Level; Job Class Code #: 0055; District 14; Pay rate: \$15.25/hr; For 92 hours per temp

Work is scheduled between Monday, February 1, 2016 - Wednesday, March 2, 2016; Work hours: 9am - 1pm OR 12pm - 4pm  
 Work duties: Work involves circulation of books and playback equipment used by those who cannot read standard print. Use of computerized circulation system and barcode scanners. Circulation and Machines Services operates within a warehouse environment. Jeans are acceptable attire and close toed shoes are REQUIRED. Temp is NOT TO EXCEED their 92 hours work hours without prior approval from the TSLAC Project Contact in box #11 and amended to this PO.

Vendor is not to exceed the total amount listed on the PO without prior approval and amendment to this PO by the TSLAC Purchasing Department.

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18. SFX	INDEX	AY	COBJ	AOBJ	AMOUNT	INVOICE NO.
001	43211	16	7299	7405	\$2,806.00	

19. Line No	20. Goods & Service	21. NIGP Code	22. Qty	23. Units	24. Unit Price	25. Extended Amt
1.	Don Weihs will be employed as temporary personnel for TBP Circulation Location for the 9am - 1pm shift Start Date: 2/1/2016 - Estimated End Date: 3/2/2016	962-69	92	Hour(s)	\$15.25	\$1,403.00
2.	Sherika Roland will be employed as temporary personnel for TBP Circulation Location for the 12pm - 4pm shift Start Date: 2/8/2016 - Estimated End Date: 3/2/2016	962-69	92	Hour(s)	\$15.25	\$1,403.00

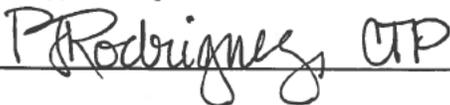
**Grand Total \$2,806.00**

**26. Legal Cites:** Preference for Products of Persons with Mental Retardation or Physical Disabilities [TIBH] as defined by the Texas Government Code 2155.441

**27. Division Tracking Number:** TBP 16-88

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<b>28. Approval Signature</b> 	<b>Date</b> 2/5/2016	<b>29. Vendor Signature</b>	<b>Date</b>
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**STATE OF TEXAS  
PURCHASE ORDER**

2/14/2016 Amended since Ms. Roland was a no-show. Traci Fleet will be replacing her. Dates have been amended to reflect hours given for employment. Please see attached.

<b>1. Agency Name &amp; No.</b> <b>TEXAS STATE LIBRARY &amp; ARCHIVES COMMISSION 306</b> Tax Exempt agency of the Texas State Government		<b>4. Purchase Order No.</b> 306-16-8270	<b>12. HUB:</b> N/A	<b>13. Order Type:</b> Service
<b>2. Agency Billing Address</b> <b>**ACCOUNTING DEPARTMENT**</b> 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		<b>5. PCC</b> C	<b>14. Vendor Identification No:</b> [REDACTED]	
		<b>6. Current Document No.</b>	<b>15. Vendor Address:</b> TIBH Industries 1011 East 53 1/2 Street Austin, TX 78751	
*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."		<b>7. Document (order) amt</b> \$2,806.00	<b>16. Vendor Contact Info:</b> Sergio Pellicano <b>Phone:</b> (512) 637-7100 <b>Fax:</b> <b>Email:</b> sergio.pellicano@goodwillcentraltexas.org	
		<b>8. REF DOC</b>		
<b>3. Destination of goods or service</b> FOB Destination Attn: Beverly Shirley Talking Book Program - Circulation 4400 B Shoal Creek Blvd Loading Dock # 4 Austin, TX 78756		<b>9. Service Period or Expected Delivery Date:</b> 2/1/2016 - 3/11/2016	<b>10. Agency Contact:</b> Pam Rodriguez <b>Email:</b> prodriguez@tsl.texas.gov <b>Phone:</b> (512) 463-3037 <b>Fax:</b> (512) 475-3393	
		<b>11. TSLAC Project Contact:</b> Beverley Shirley <b>Email:</b> bshirley@tsl.texas.gov	<b>Phone:</b> (512) 475-5157	

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Work is scheduled between Monday, February 1, 2016 - Wednesday, March 11, 2016; Work hours: 9am - 1pm OR 12pm - 4pm  
Work duties: Work involves circulation of books and playback equipment used by those who cannot read standard print. Use of computerized circulation system and barcode scanners. Circulation and Machines Services operates within a warehouse environment. Jeans are acceptable attire and close toed shoes are REQUIRED. Temp is NOT TO EXCEED their 92 hours work hours without prior approval from the TSLAC Project Contact in box #11 and amended to this PO.

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TSLAC Purchase Order Terms & Conditions and Invoicing Instructions are attached. CPA Contract Number: 962-M3

18. SFX	INDEX	AY	COBJ	AOBJ	AMOUNT	INVOICE NO.
001	43211	16	7299	7405	\$2,806.00	

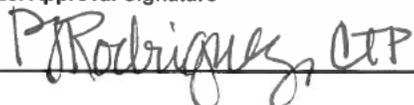
19. Line No	20. Goods & Service	21. NIGP Code	22. Qty	23. Units	24. Unit Price	25. Extended Amt
1.	Don Weihs will be employed as temporary personnel for TBP Circulation Location for the 9am - 1pm shift Start Date: 2/1/2016 - Estimated End Date: 3/2/2016	962-69	92	Hour(s)	\$15.25	\$1,403.00
2.	Tracy Fleet will be employed as temporary personnel for TBP Circulation Location for the 12pm - 4pm shift Start Date: 2/16/2016 - Estimated End Date: 3/11/2016	962-69	92	Hour(s)	\$15.25	\$1,403.00
<b>Grand Total</b>						<b>\$2,806.00</b>

**26. Legal Cites:** Preference for Products of Persons with Mental Retardation or Physical Disabilities [TIBH] as defined by the Texas Government Code 2155.441

**27. Division Tracking Number:** TBP 16-88

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<b>28. Approval Signature</b> 	<b>Date</b> 2/11/2016	<b>29. Vendor Signature</b>	<b>Date</b>
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**STATE OF TEXAS  
PURCHASE ORDER**

3/3/2016 Amended the PO to reflect the correct end date for Ms. Fleet per email dated on 3/2/2016. Please see attached. Thanks!

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	<b>5. PCC</b> C	<b>14. Vendor Identification No:</b> [REDACTED]	
<b>2. Agency Billing Address</b> **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	<b>6. Current Document No.</b>	<b>15. Vendor Address:</b> TIBH Industries 1011 East 53 1/2 Street Austin, TX 78751	
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<b>3. Destination of goods or service</b> <b>FOB Destination</b> <b>Receiving Hours: 7:30 AM - 4:00 PM</b> Attn: Beverly Shirley Talking Book Program - Circulation 4400 B Shoal Creek Blvd Loading Dock # 4 Austin, TX 78756	<b>8. REF DOC</b>	<b>10. Agency Contact:</b> Pam Rodriguez Email: prodriguez@tsl.texas.gov <b>Phone:</b> (512) 463-3037 <b>Fax:</b> (512) 475-3393	
	<b>9. Service Period or Expected Delivery Date:</b> 2/1/2016 - 3/17/2016	<b>11. TSLAC Project Contact:</b> Beverley Shirley Email: bshirley@tsl.texas.gov <b>Phone:</b> (512) 475-5157	
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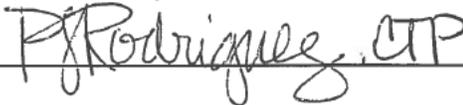
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<b>Grand Total</b>								<b>\$2,806.00</b>

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<b>28. Approval Signature</b> 	<b>Date</b> 3/3/2016	<b>29. Vendor Signature</b>	<b>Date</b>
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**STATE OF TEXAS  
PURCHASE ORDER**

3/9/2016 Amended PO to change the dates for Ms. Fleet and Mr. Weihs since Ms. Fleet is unable to complete her term. Changes were requested per email dated on 3/9/16. Please see attached.

<b>1. Agency Name &amp; No.</b> <b>TEXAS STATE LIBRARY &amp; ARCHIVES COMMISSION</b> 306 Tax Exempt agency of the Texas State Government		<b>4. Purchase Order No.</b> 306-16-8270	<b>12. HUB:</b> N/A	<b>13. Order Type:</b> Service
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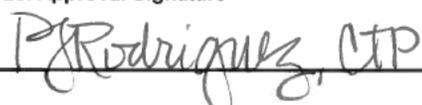
19. Line No	20. Goods & Service	21. NIGP Code	22. Qty	23. Units	24. Unit Price	25. Extended Amt
1.	Don Weihs will be employed as temporary personnel for TBP Circulation Location for the 9am - 1pm shift Start Date: 2/1/2016 - Estimated End Date: 3/25/2016 First end date was 3/2/2016. Estimated to return on 3/10/2016 to finish additional 40 hours.	962-69	128	Hour(s)	\$15.25	\$1,952.00
2.	Tracy Fleet will be employed as temporary personnel for TBP Circulation Location for the 12pm - 4pm shift Start Date: 2/16/2016 - End Date: 3/4/2016	962-69	56	Hour(s)	\$15.25	\$854.00
<b>Grand Total</b>						<b>\$2,806.00</b>

**26. Legal Cites:** Preference for Products of Persons with Mental Retardation or Physical Disabilities [TIBH] as defined by the Texas Government Code 2155.441

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<b>28. Approval Signature</b> 	<b>Date</b> 3/9/2016	<b>29. Vendor Signature</b>	<b>Date</b>
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