

**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> 306-16-8278	<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>	<b>14. Vendor Identification No:</b> [REDACTED]	
*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>6. Current Document No.</b> DT-9	<b>15. Vendor Address:</b> The University of Texas at Austin, Thompson Conference Center PO Box 7879 Austin, TX 787137879	
		<b>7. Document (order) amt</b> \$665.00	<b>16. Vendor Contact Info:</b> Jessica Van Amburgh <b>Phone:</b> (512) 471-2939 <b>Fax:</b> <b>Email:</b> jvanamburgh@austin.utexas.edu	
<b>3. Destination of goods or service</b> FOB Destination Receiving Dock, Room G-007 Texas State Library & Archives Commission 1201 Brazos Street Austin, TX 78701		<b>8. REF DOC</b>	<b>9. Service Period or Expected Delivery Date:</b> 3/7/2016	
		<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> Danielle Plumer <b>Email:</b> dplumer@tsl.texas.gov		<b>Phone:</b> (512) 463-5433

**17. Description**

These services are for the E-Resources Conference on March 7, 2016 from 8am - 5pm. Please refer to the estimated attached: Reservation # 4977. If catering services are to be requested, the TSLAC Project Contact will submit a request no later than February 26, 2016.

Any changes in service before or on the event date should be approved IN WRITING by the TSLAC Project Contact in box #11. Please provide a signed change receipt of any changes that have been requested to the Purchasing Department. TSLAC Purchasing will need to amend the Purchase Order before payment can be processed.

TSLAC/LSTA Purchase Order Terms & Conditions and Invoicing Instructions are attached. 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.

18. SFX	INDEX	AY	COBJ	AOBJ	AMOUNT	INVOICE NO.
001	17112	16	7406	7104	\$225.00	

19. Line No	20. Goods & Service	21. NIGP Code	22. Qty	23. Units	24. Unit Price	25. Extended Amt
1.	Audio Visual Services on March 7, 2016, which will include the following: (1) - Data Projector @ \$100.00 (1) Wireless Lavalier Microphone @ \$25.00 (4) Flip Chart Easels/Charts @ \$25.00/EA  Grant Number: LS-00-15-0044-15 – FFY 2015   CFDA: 45.310 – Grants to States   Institute of Museum and Library Services	985-12	1	Lot(s)	\$225.00	\$225.00

18. SFX	INDEX	AY	COBJ	AOBJ	AMOUNT	INVOICE NO.
002	17112	16	7470	7104	\$440.00	

19. Line No	20. Goods & Service	21. NIGP Code	22. Qty	23. Units	24. Unit Price	25. Extended Amt
2.	Room Rental fo the Thompson Conference Center, Room 3.102 for March 7, 2016 @ 8am - 5pm	971-65	1	Lot(s)	\$380.00	\$380.00
3.	Parking Fee	971-55	1	Lot(s)	\$60.00	\$60.00
Grant Number: LS-00-15-0044-15 – FFY 2015   CFDA: 45.310 – Grants to States   Institute of Museum and Library Services						

**INVOICE TO FOLLOW**

**Grand Total** \$665.00

**26. Legal Cites:** Interagency Cooperation Act as defined in the Texas Government Code, Title 7, Chapter 771

**27. Division Tracking Number:** LDN 16-111

**STATE OF TEXAS  
PURCHASE ORDER**

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](mailto:purchasing@tsl.texas.gov) or fax: (512) 475-3393.

28. Approval Signature	Date	29. Vendor Signature	Date
P. Rodriguez, CTP	1/22/2016		

## STATE OF TEXAS PURCHASE ORDER

2/18/2016 Amended per PR # LDN 16-136 (AMENDMENT) received on 2/18/2016. Please see attached for details of additional services.

<b>1. Agency Name &amp; No.</b> <b>TEXAS STATE LIBRARY &amp; ARCHIVES COMMISSION</b> <b>306</b> Tax Exempt agency of the Texas State Government	<b>4. Purchase Order No.</b> 306-16-8278	<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>	<b>14. Vendor Identification No:</b> <span style="background-color: black; color: black;">XXXXXXXXXX</span>	
	<b>6. Current Document No.</b> DT-9	<b>15. Vendor Address:</b> The University of Texas at Austin, Thompson Conference Center PO Box 7879 Austin, TX 787137879	
*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> <b>\$1,368.65</b>	<b>16. Vendor Contact Info:</b> Jessica Van Amburgh <b>Phone:</b> (512) 471-2939 <b>Fax:</b> <b>Email:</b> jvanamburgh@austin.utexas.edu	
	<b>8. REF DOC</b>		
<b>3. Destination of goods or service</b> <b>FOB Destination</b> <b>Receiving Hours: 7:30 AM - 4:00 PM</b> Receiving Dock, Room G-007 Texas State Library & Archives Commission 1201 Brazos Street Austin, TX 78701	<b>9. Service Period or Expected Delivery Date:</b> 3/7/2016	<b>10. Agency Contact:</b> Pam Rodriguez <b>Phone:</b> (512) 463-3037 <b>Email:</b> prodriguez@tsl.texas.gov <b>Fax:</b> (512) 475-3393	
	<b>11. TSLAC Project Contact:</b> Danielle Plumer <b>Email:</b> dplumer@tsl.texas.gov	<b>Phone:</b> (512) 463-5433	

**17. Description**

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18. SFX	INDEX	AY	COBJ	AOBJ	AMOUNT	INVOICE NO.
001	17112	16	7276	7104	\$25.00	

19. Line No	20. Goods & Service	21. NIGP Code	22. Qty	23. Units	24. Unit Price	25. Extended Amt
1.	<b>Internet Admin Fee</b>	985-12	1	Lot(s)	\$25.00	\$25.00
<i>Grant Number: LS-00-15-0044-15 – FFY 2015   CFDA: 45.310 – Grants to States   Institute of Museum and Library Services</i>						

18. SFX	INDEX	AY	COBJ	AOBJ	AMOUNT	INVOICE NO.
002	17112	16	7406	7104	\$425.00	

19. Line No	20. Goods & Service	21. NIGP Code	22. Qty	23. Units	24. Unit Price	25. Extended Amt
2.	<b>Audio Visual Services on March 7, 2016, which will include the following:</b> (1) Data Projector @ \$100.00 (1) Wireless Lavalier Microphone @ \$25.00 (2) Handheld Wireless Microphones @ \$25.00/EA (10) Flip Chart Easels/Charts @ \$25.00/EA	985-12	1	Lot(s)	\$425.00	\$425.00
<i>Grant Number: LS-00-15-0044-15 – FFY 2015   CFDA: 45.310 – Grants to States   Institute of Museum and Library Services</i>						

18. SFX	INDEX	AY	COBJ	AOBJ	AMOUNT	INVOICE NO.
003	17112	16	7470	7104	\$440.00	

19. Line No	20. Goods & Service	21. NIGP Code	22. Qty	23. Units	24. Unit Price	25. Extended Amt
3.	Room Rental fo the Thompson Conference Center, Room 3.102 for March 7, 2016 @ 8am - 5pm	971-65	1	Lot(s)	\$380.00	\$380.00
4.	Parking Fee	971-55	1	Lot(s)	\$60.00	\$60.00
<i>Grant Number: LS-00-15-0044-15 – FFY 2015   CFDA: 45.310 – Grants to States   Institute of Museum and Library Services</i>						

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18. SFX	INDEX	AY	COBJ	AOBJ	AMOUNT	INVOICE NO.
004	24119	16	7315	7052	\$250.00	

19. Line No	20. Goods & Service	21. NIGP Code	22. Qty	23. Units	24. Unit Price	25. Extended Amt
5.	TCC Catering Fee	961-15	1	Lot(s)	\$250.00	\$250.00

18. SFX	INDEX	AY	COBJ	AOBJ	AMOUNT	INVOICE NO.
005	66119	16	7315	7699	\$228.65	

19. Line No	20. Goods & Service	21. NIGP Code	22. Qty	23. Units	24. Unit Price	25. Extended Amt
6.	TCC Catering Fee	961-15	1	Lot(s)	\$228.65	\$228.65

**INVOICE TO FOLLOW**

**Grand Total      \$1,368.65**

26. Legal Cites: Interagency Cooperation Act as defined in the Texas Government Code, Title 7, Chapter 771

27. Division Tracking Number: LDN 16-111

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28. Approval Signature	Date	29. Vendor Signature	Date
<i>PJ Rodriguez, CTP</i>	<i>2/18/2016</i>		