

**STATE OF TEXAS
PURCHASE ORDER**

1. Agency Name & No. TEXAS STATE LIBRARY & ARCHIVES COMMISSION 306 Tax Exempt agency of the Texas State Government	4. Purchase Order No. 306-16-8319	12. HUB: N/A	13. Order Type: Service
	5. PCC	14. Vendor Identification No: XXXXXXXXXX	
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. DT-9	15. Vendor Address: TIBH Industries 1011 East 53 1/2 Street Austin, TX 78751	
	7. Document (order) amt \$27,900.00	16. Vendor Contact Info: Sergio Pellicano Phone: (512) 690-3984 Fax: (512) 637-7465 Email: Sergio.Pellicano@goodwillcentraltexas.org	
3. Destination of goods or service FOB Destination Receiving Dock, Room G-007 Texas State Library & Archives Commission 1201 Brazos Street Austin, TX 78701	8. REF DOC	9. Service Period or Expected Delivery Date: 2/8/2016 - 8/31/2016	
	10. Agency Contact: Pam Rodriguez Email: prodiguez@tsl.texas.gov	Phone: (512) 463-3037 Fax: (512) 475-3393	
	11. TSLAC Project Contact: Pam Rodriguez Email: prodiguez@tsl.texas.gov	Phone: (512) 463-3037	

17. Description

TSLAC will contract one temporary personnel through TIBH:
 Title: Administrative Assistant II; Rate: Experienced Level; Job Class Code #: 0152; District 14; Pay rate: \$23.25/hr; For 1,200 hours per temp

Work is scheduled between Monday, February 8, 2016 - Wednesday, August 31, 2016; Work hours: 8am - 5pm
 Work duties: Responsible for processing requisitions for the agency. Work involved processing procurement documents in compliance with state and agency purchasing rules, regulations and requirements. Works under close to moderate supervision with limited latitude for use of independent judgment. Dress Code: Dress Casual
 Cleared background check has been confirmed.

Temp is NOT TO EXCEED their 1,200 hours work hours without prior approval from the TSLAC Project Contact in box #11 and amendment 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.

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	09791	16	7274	7399	\$27,900.00	

19. Line No	20. Goods & Service	21. NIGP Code	22. Qty	23. Units	24. Unit Price	25. Extended Amt
1.	Rosemary Zamora will be employed as temporary personnel for the ADMIN Purchasing Department Start Date: 2/8/16 -End Date: 8/31/2016	962-69	1200	Hour(s)	\$23.25	\$27,900.00

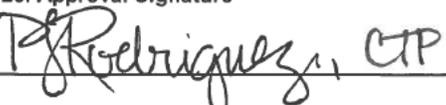
Grand Total \$27,900.00

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: ADM 16-093

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 2/5/2016	29. Vendor Signature	Date
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3/8/2016 Amended due to temp's last day. Goodwill has been notified. PO will remain open if Purchasing is unable to hire a permanent position.

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3. Destination of goods or service FOB Destination Receiving Hours: 7:30 AM - 4:00 PM Receiving Dock, Room G-007 Texas State Library & Archives Commission 1201 Brazos Street Austin, TX 78701		6. Current Document No. DT-9	15. Vendor Address: 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."		7. Document (order) amt \$27,900.00	16. Vendor Contact Info: Sergio Pellicano Phone: (512) 690-3984 Fax: (512) 637-7465 Email: Sergio.Pellicano@goodwillcentraltexas.org	
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		10. Agency Contact: Pam Rodriguez Email: prodriguez@tsl.texas.gov	Phone: (512) 463-3037 Fax: (512) 475-3393	
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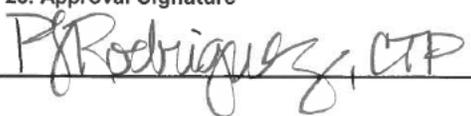
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