



PURCHASE ORDER

PO Number: 303-0-0712

Requisition Number: 303-0-01643

Order Date: 3/27/2020

Ordered

**DUE TO COVID-19 AND TFC'S COMMITMENT TO TIMELY PAYMENT,
PLEASE SUBMIT INVOICE ELECTRONICALLY TO:**

accountspayable@tfc.state.tx.us

IF INVOICE IS MAILED, DELAYS MAY OCCUR.

TEXAS FACILITIES COMMISSION
FISCAL MANAGEMENT / ACCOUNTS PAYABLE
P.O. BOX 13047 Austin, Texas 78711-3047

Delivery Location

Texas School for the Blind and Visually Impaired
1100 W. 45th Street
Austin, TX 78756

Show numbers on all papers and packages

Referenced Source or Vendor

13647408940
Legacy Arbor Care, LLC
P.O. Box 998
Cedar Park, TX 78630
Phone: 512-971-5070, Fax:
office@legacyarbor.com

Description

Specified trees prune to remove deadwood, and removal of 4 trees that are dead, a hazard, and as requested

TFC Contact: Leslie Bowman
512-936-6893
leslie.bowman@tfc.state.tx.us
Reference Est. 7624

Line Items

Description	Qty	Unit	Unit Price	Start Date	End Date	Total
Building: TSBVI grounds Location: Various locations on grounds as per quote.	1	job	\$3,975.00	3/27/2020	4/30/2020	\$3,975.00

Description: Specified trees prune to remove deadwood, and removal of 4 trees that are dead, a hazard, or as requested.

Work Order #: 725981

Funding: 0430

Work Start Date: Following approval and scheduling.

Work End Date: April 30, 2020

Oversight Responsibilities: Leslie Bowman 512-936-6893

NIGP Class: 968

NIGP Item: 88

Object Class: 271

Reimbursement Type: Not Reimbursable

Grand Total \$3,975.00

Questions or concerns regarding this transaction or service should be directed to: Texas Facilities Commission Procurement Division, Phone: (512) 463-0209 or FAX: (512)236-6164 (The mailing address for the Texas Facilities Commission is at the top of this purchase order.)

Agency	TFC
Fiscal Year	2020
Division	Facilities Management and Operations
Program	Property Services
Phone	5129366893
Org Code	0430 - Grounds
Type of Purchase/PCC Code	'E' Purchases of commodities/services when the total amount is between \$0.00 - \$5,000.00
Work Order Number	725981

ALL TERMS AND CONDITIONS SET FORTH IN OUR BID INVITATION BECOME A PART OF THIS ORDER. VENDOR GUARANTEES MERCHANDISE WILL MEET OR EXCEED SPECIFICATIONS IN THE BID INVITATION.

Invoicing Standards

To facilitate payments from Texas Facilities Commission please follow the invoicing standards set forth below.

The invoice should include, but is not limited to including:

- (1) the vendor's mailing and e-mail (if applicable) address;
- (2) the vendor's telephone number;
- (3) the name and telephone number of a person designated by the vendor to answer questions regarding the invoice;
- (4) the state agency requisition number;
- (5) the state agency's name, agency number, and delivery address;
- (6) the commission's purchase order number, if applicable;
- (7) the contract number or other reference number if applicable;
- (8) a valid Texas Identification Number (TIN) issued by the Comptroller of Public Accounts;
- (9) a description of the goods or services, in sufficient detail to identify the order which relates to the invoice;
- (10) unit numbers corresponding to the original order; and
- (11) other relevant information supporting and explaining the payment requested or identifying a successor organization to an original vendor, if necessary.

FOB DESTINATION CASH DISCOUNT: 0% 0 DAYS.

TEXAS FACILITIES COMMISSION INTERNAL PURCHASING

PURCHASER: _____

Sacharnoski, Mary - CTPM, 5129360647

(IN ACCORDANCE WITH YOUR BID, SUPPLIES MUST BE PLACED IN THE AGENCY RECEIVING ROOM IN DAYS FROM RECEIPT OF ORDER.)

STATE AND CITY SALES TAX EXEMPTION CERTIFICATE: The undersigned claims an exemption from taxes under Tex. Tax Code § 151.309 (1993), for purchase of tangible property described in this purchase order, purchased from contractor and/or shipper listed above, as this property is being secured for the exclusive use of the State of Texas.

[\(Show Terms And Conditions...\)](#)