PURCHASE ORDER

PO Number:303-0-0735
Requisition Number:303-0-01702

Order Date: 4/7/2020
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

DSHS Dr. Bob Glaze Laboratory
1100 W. 49th Street
Austin, TX 78756
Show numbers on all papers and packages

Referenced Source or Vendor

15819508423
American Facility Services
1325 Union Hill Industrial Court, Suite A
Aplharetta, GA 30004
Shawn Hall
Phone:512-298-8458, Fax:770-475-7720
shall@amfacility.com

Description

Fund temporary janitorial staff needed due to COVID-19.

Pricing per attached quote.

TFC Contact:
Pete Garcia
512-463-3566
Pete.Garcia@tfc.state.tx.us

Line Items

Description	Qty	Unit	Unit Price	Start Date	End Date	Total
Temp for Janitorial Services at the DBGL Building. Health Services Laboratory #1 AFS Temporary Labor - 8 Hour Shift/5 Days Per Week @ $16.50 Per Hour = $16.50 x 8 = $132 daily cost.	1	Mos	$2,860.00	4/13/2020	5/13/2020	$2,860.00

$132 daily cost x 5 days = $660 Wkly cost
$660 Wkly cost x 52 Wks in Yr = $34,320 toal
$34,320 Yearly Divided 12 months = $2,860 Monthly cost

NIGP Class: 910
NIGP Item: 39
Object Class: 274
Reimbursement Type: HB3042
Notes: Funding: 0415

Grand Total $2,860.00

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	5124633566
Org Code	0415 - Custodial HB3042 - PO Activity
Type of Purchase/PCC Code	'E' Purchases of commodities/services when the total amount is between $0.00 - $5,000.00
Work Order Number	726758

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: _____
Goll, Heather, 5124630209

(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...)