



PURCHASE ORDER

PO Number:303-9-0975

Requisition Number:303-9-01713

Order Date: 7/25/2019

Released

MAIL INVOICE TO AGENCY BELOW

TEXAS FACILITIES COMMISSION
 FISCAL MANAGEMENT / ACCOUNTS PAYABLE
 P.O. BOX 13047 Austin, Texas 78711-3047
 OR
 email to: accountspayable@tfc.state.tx.us

Delivery Location

Central Services Bldg
 1711 San Jacinto Blvd.
 Austin, TX 78701

Show numbers on all papers and packages

Referenced Source or Vendor

13641607604
 Jones Lang LaSalle Americas, Inc.
 1801 K Street NW
 Suite 1000
 Washington, DC 20006
 Kyle Downer
 Phone:202/216-5762, Fax:
 Kyle.Downer@am.jll.com

Description Commission Fees for USPS Transaction. Lease at 111 East 17th Street, Austin, Texas 78701/LBJ Building.

Line Items

Description	Qty	Unit	Unit Price	Start Date	End Date	Total
Commission Fee for facilitating the USPS Lease at 111 East 17th Street, Austin, Texas (LBJ Building) Transaction.	1	ea	\$18,000.00		8/31/2019	\$18,000.00
NIGP Class: 958						
NIGP Item: 83						
Object Class: 210						
Reimbursement Type: Not Reimburseable						

Grand Total \$18,000.00

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	2019
Division	Legal
Program	General Counsel
Phone	512/463-3960
Org Code	0115 - Legal Services
Type of Purchase/PCC Code	' ' Exempt with Specific Legal Cite
Work Order Number	N/A

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: _____
Ehlert, Richard - CTCD, CTCM, 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 Chapter20, Title 122A, Revised Civil Statutes of Texas, for purchase of tangible personal property described in this number 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...)

Chair
William Allensworth

Commissioners
Steve Alvis
Brian Bailey
Patti C. Jones
Rigoberto "Rigo" Villarreal
C. Price Wagner



Executive Director
Mike Novak

Mailing address:
P. O. Box 13047
Austin, TX 78711-3047
(512) 463-3446
www.tfc.state.tx.us

Internal Correspondence

Date: July 22, 2019
To: File
From: Naomi Gonzalez, Acting General Counsel
Subject: Proprietary Justification Form

The Legal Services Division is requesting approval of proprietary specifications to/for commission on the lease in the LBJ Building with the United States Postal Service. The estimated cost of \$18,000.00 is being requested in accordance with Government Code: Title 10, Subtitle D, Section 2155.067 (Proprietary Purchases).

This letter of justification is required because:

The Lease Agreement with the United States Postal Service (USPS) for the Austin Capitol Station at 111 East 17th Street, Austin, Texas (LBJ Building) is facilitated by USPS's Broker, Jones Lang LaSalle. In their role as Broker and intermediary between the Lessor (TFC) and the Tenant (USPS), timely execution of and adherence to the Lease is assured. The 4% Commission Rate for the Broker (Jones Lang LaSalle), per the Commission Agreement as part of this Lease, is \$18,000.00;

Without the brokerage services of Jones Lang LaSalle Americas, Inc., the negotiation and execution of the lease agreement with the United States Postal Service becomes a protracted process, possibly resulting in a lapse of lease;

Per Lease Agreement, the Jones Lang LaSalle Americas, Inc. is USPS' Broker for lease of the property at Austin Capitol Station, 111 East 17th Street, Austin; and

Jones Lang LaSalle is the sole source.


Mike Novak
Executive Director

7-23-19
Date


Richard D. Ehlert
Procurement Director

7/22/2019
Date

**Sole Source: The specified product or service is only available for purchase through a single vendor e.g., manufacturer, publisher, service provider. Examples of sole source proprietary purchases include a back issue of a magazine available from only the publisher and an educational conference available from only the conference sponsor.*

***Competitive: The specified product or service is available for purchase through more than one vendor e.g., dealers, distributors, resellers, authorized service providers. Examples of competitive proprietary purchases include brand-specific replacement parts for equipment available through multiple OEM-authorized dealers and software that a software publisher makes available to the public through several resellers.*

Texas Facilities Commission

Physical address: 1711 San Jacinto Blvd. Austin, Texas 78701

★ Planning and administering facilities in service to the State of Texas ★

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