



Procurement and Contracts  
 Business Unit # 320AD  
 Purchase Order # 23-0002516

**Payment Terms:** N/A    **Freight Terms:** N/A    **Ship Via:** N/A    **PCC:** E    **Date:** 02/07/23    **PO Method:** SV    **Dispatch:** Dispatch Via Print    **Rev Dt:**

**PLEASE NOTE: ADDITIONAL TERMS AND CONDITIONS MAY BE LISTED AT THE END OF THE PURCHASE ORDER.**

**Vendor:** HALFF ASSOCIATES INC  
 PO BOX 678316  
 DALLAS TX 75267-8316  
 United States

**Ship To:** Texas Workforce Commission  
 AUSTIN:101 E 15TH ST  
 RM 116  
 AUSTIN TX 78778  
 United States

**Bill To:** APPO@twc.texas.gov or  
 Texas Workforce Commission  
 101 E 15TH ST  
 RM 470  
 AUSTIN TX 78778-0001  
 United States

**Vendor ID:** 1751308699  
**Purchaser:** Michael Kagan  
**Phone:** (737) 400-5664  
**Fax:**  
**Email:** michael.kagan@twc.texas.gov

**TWC Prefers Electronic Submission**

**PO Information:**

Quote provided by Al Brunson on 1/31/23  
 Delegated purchase \$10,000 or less  
 POC - Meghan Shogan  
 (512) 808-9274  
 meghan.shogan@twc.texas.gov  
 FY23 Trinity HVAC Project

Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:	
1-1	Additional ACM Testing	992/47	1.0000	LOT	\$4,442.08000	\$4,442.08	03/31/2023	
						<b>Schedule Total</b>	<input type="text" value="\$4,442.08"/>	
				<b>ReqID:</b>	0000041061			
Additional ACM testing needed for Trinity HVAC project in 5th floor mechanical room and room 526CT. Please tie expense to budget code CB5002-001							<b>Item Total for Line # 1</b>	<input type="text" value="\$4,442.08"/>
							<b>Total PO Amount</b>	<input type="text" value="\$4,442.08"/>

All Shipments, Shipping papers, invoices and correspondence must be identified with our Purchase Order Number. Over shipments will not be accepted unless authorized by Purchaser prior to Shipment.

Authorized Signature

*Sonya Babley, CTCD, CTCM*

Sonya Babley, CTCD, CTCM

**02/07/2023**



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**IMPORTANT CONDITIONS OF ORDER**

This will be your authority to deliver, in accordance with instructions above and the terms of any existing contract agreement, accepted informal bid or quotation, the articles or services listed below. Containers, invoices and correspondence relative to this order must bear the purchase order number. Unless otherwise stipulated, freight charges are included in the unit price. If we previously agreed to pay transportation charges, shipments are to be made prepaid FOB destination and charges added to the invoice.

- \* PAYMENT cannot be made until ALL items on this order are received, inspected and accepted unless we previously agreed to a partial payment.
- \* ALL Invoices MUST match this PO by Line Number, Description, Quantity, Amount and include Delivery Date for Prompt Payment.
- \* Purchase subject to TWC Terms and Conditions (Attachment I).

The State of Texas is exempt from all Federal Excise Taxes.

Tax Exempt ID -742764775.

STATE and CITY SALES TAX EXEMPTION CERTIFICATE: The undersigned claims an exemption from taxes under Texas Tax Code, Section 151.309(4), for purchase of tangible personal property described on this numbered order, purchased from contractor and/or shipper listed above, as this property is being secured for the exclusive use of the State of Texas.

**Authorized Signature**

*Sonya Babley, CTCD, CTCM*

Sonya Babley, CTCD, CTCM

**02/07/2023**