



Procurement and Contracts  
Business Unit # 320AD  
Purchase Order # 24-0001025

**Payment Terms:** N/A    **Freight Terms:** N/A    **Ship Via:** N/A    **PCC:** E    **PO Date:** 10/04/2023    **PO End Date:**    **PO Method:** DG    **Dispatch:** Dispatch Via Print    **Rev Dt:**

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

**Vendor:** SHIFFLER EQUIPMENT SALES  
PO BOX 232  
CHARDON OH 44024-0232  
**United States**

**Ship To:** Texas Workforce Commission  
4800 N LAMAR BLVD  
AUSTIN TX 78756  
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:** 1341174153 001

**Purchaser:** Anna James

**Phone:**

**Fax:**

**Email:** anna.mccorkle@twc.texas.gov

**TWC Prefers Electronic Submission**

**PO Information:**

Delegated Purchase \$10000 or Less

Account 332619

Per Shiffler Equipment Sales corresponding Quote Q150919 dated 10/04/2023.

By acceptance of this purchase order, Vendor agrees that only TWC Standard Terms Conditions Revised 05/12/2023 (ATTACHMENT I) apply to this order.

Delivery  
Criss Cole Rehabilitation Center  
Attn Mandy Frederick  
4800 North Lamar  
Austin, Texas 78756

Contract  
Mandy Frederick  
512-377-0381  
mandy.frederick@twc.texas.gov

Vendor  
VID: 13411741534  
Shiffler Equipment Sales  
Direct 800 547 1539 x 101  
Cell 216 952 4551  
j.kumher@shifflerequip.com  
www.shifflerequip.com

Submit invoices via email to APPO@TWC.texas.gov and the Contract Manager listed above. PDF or Word Documents are only accepted. All Invoices must include reference to TWC Internal PO.

Change orders will be allowed only if unforeseen conditions arise such as, but not limited to, increasing or decreasing quantities or if the department needs dictate changes. All changes must be in the scope of original work. No verbal change orders will be permitted. All change orders must be in writing with a Purchase Order Change Notice (POCN) issued by Purchasing HUB Services.

**Ship to Comments:**

Please add delivery address to PO- Criss Cole Rehabilitation Center, 4800 North Lamar, Austin, TX 78756

**Ship to Comments:**

Authorized Signature

*Sonya Babley, CTCD, CTCM*

Sonya Babley, CTCD, CTCM

**10/04/2023**



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 Purchase Order # 24-0001025

Delivery  
 Criss Cole Rehabilitation Center  
 Attn Mandy Frederick  
 4800 North Lamar  
 Austin, Texas 78756

Line-Sch:	Line Description:	PCA:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
1-1	1416NB Swivel Chair Glide with Clear Ferrule, Nylon Base		931/46	300.0000	EA	\$0.50000	\$150.00	10/13/2023
							<b>Schedule Total</b>	<input type="text" value="\$150.00"/>

**ReqID:**  
0000044599

**Item Total for Line # 1**

Line-Sch:	Line Description:	PCA:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
2-1	GT101 Glide Installation / Removal Tool		931/46	2.0000	EA	\$23.69000	\$47.38	10/13/2023
							<b>Schedule Total</b>	<input type="text" value="\$47.38"/>

**ReqID:**  
0000044599

**Item Total for Line # 2**

Line-Sch:	Line Description:	PCA:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
3-1	SES-00505 Glide Cap Removal Tool		931/46	2.0000	EA	\$13.09000	\$26.18	10/13/2023
							<b>Schedule Total</b>	<input type="text" value="\$26.18"/>

**ReqID:**  
0000044599

**Item Total for Line # 3**

Line-Sch:	Line Description:	PCA:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
4-1	CAR-00043 Replacement Oval Button for Artco Bell Chair/Desk Heel		931/46	100.0000	EA	\$0.65000	\$65.00	10/13/2023
							<b>Schedule Total</b>	<input type="text" value="\$65.00"/>

**ReqID:**  
0000044599

**Item Total for Line # 4**

Authorized Signature

*Sonya Babley, CTCD, CTCM*

Sonya Babley, CTCD, CTCM

**10/04/2023**



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Line-Sch:	Line Description:	PCA:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
5-1	CAR-00044 Replacement Oval Button for Artco Bell Chair/Desk Heel		931/46	100.0000	EA	\$0.29000	\$29.00	10/13/2023
							<b>Schedule Total</b>	<input type="text" value="\$29.00"/>
					<b>ReqID:</b> 0000044599			
							<b>Item Total for Line # 5</b>	<input type="text" value="\$29.00"/>
6-1	SES-12101 Solid brass caliper to measure inside and outside dimensions for furniture tubing and caster stems		931/46	1.0000	EA	\$11.49000	\$11.49	10/13/2023
							<b>Schedule Total</b>	<input type="text" value="\$11.49"/>
					<b>ReqID:</b> 0000044599			
							<b>Item Total for Line # 6</b>	<input type="text" value="\$11.49"/>

**Total PO Amount**

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.

**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 Bebley, CTCD, CTCM*

Sonya Bebley, CTCD, CTCM

**10/04/2023**