



Procurement and Contracts
Business Unit # 320AD
Purchase Order # 25-0000311

Page: 1 of 5

Payment Terms: N/A **Freight Terms:** N/A **Ship Via:** N/A **PCC:** E **PO Date:** 09/01/2024 **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: PITNEY BOWES GLOBAL FINANCIAL SERVICES
PO BOX 981022
BOSTON MA 02298-1022
United States

Ship To: Texas Workforce Commission
See Detail Below

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

Vendor ID: 1060495050 059

Purchaser: Kelly A Hall
Phone: (737) 667-5150
Fax:
Email: kelly.hall@twc.texas.gov

TWC Prefers Electronic Submission

PO Information:

34 TEX. ADMIN. CODE § 20.82(b)(1); Competitive bidding is not required for purchases of \$10,000 or less.

Per Pitney Bowes corresponding Pricing Dated 7/11/2024

By acceptance of this purchase order, Vendor agrees that only TWC Standard Terms Conditions Revised 01/13/2024 (ATTACHMENT I) apply to this order.

Requestor-
Name: Sarah Frias
Tel: +1 (817) 598-4883
E-mail: sarah.frias@twc.texas.gov

Vendor Contact-
Name: Francie Coffey
E-mail: francie.coffey@pb.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.

Authorized Signature

Sonya Bebley, CTCD, CTCM

Sonya Bebley, CTCD, CTCM

08/13/2024



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| Line-Sch: | Line Description: | PCA: | Class/Item: | Quantity: | UOM: | Unit Price: | Extended Amt: | Due Date: |
|--|-----------------------|-------------------------------|-------------|-----------|------|-------------|--------------------------------|------------|
| 1-1 | Arlington_Regional_PB | 13060 | 939/60 | 1.0000 | LOT | \$500.00000 | \$500.00 | 09/01/2024 |
| Ship To: 2220-1687 | | Delivery Instructions: | | | | | | |
| 1301 S BOWEN RD STE 150 ARLINGTON TX 76013 United States | | | | | | | | |
| | | | | | | | Schedule Total | \$500.00 |
| ReqID: 0000048340 | | | | | | | | |
| REGION 2- ARLINGTON REGIONAL OFFICE-1301 S. BOWEN RD. STE 150, ARLINGTON, 76013 PITNEY BOWES SUPPLIES SERVICE FOR MACHINE. | | | | | | | | |
| | | | | | | | Item Total for Line # 1 | \$500.00 |

| Line-Sch: | Line Description: | PCA: | Class/Item: | Quantity: | UOM: | Unit Price: | Extended Amt: | Due Date: |
|---|-------------------|-------------------------------|-------------|-----------|------|-------------|--------------------------------|------------|
| 2-1 | FWW_PB | 13060 | 939/60 | 1.0000 | LOT | \$500.00000 | \$500.00 | 09/01/2024 |
| Ship To: 2221-3192 | | Delivery Instructions: | | | | | | |
| 3320 PHOENIX DR FORT WORTH TX 76116 United States | | | | | | | | |
| | | | | | | | Schedule Total | \$500.00 |
| ReqID: 0000048340 | | | | | | | | |
| REGION 2- FT.WORTH-3320 PHOENIX DRIVE, FT. WORTH, 76116 PITNEY BOWES SUPPLIES SERVICE FOR MACHINE | | | | | | | | |
| | | | | | | | Item Total for Line # 2 | \$500.00 |

| Line-Sch: | Line Description: | PCA: | Class/Item: | Quantity: | UOM: | Unit Price: | Extended Amt: | Due Date: |
|---|--------------------------|-------------------------------|-------------|-----------|------|-------------|--------------------------------|------------|
| 3-1 | Circle Drive_Ft.Worth_PB | 13060 | 939/60 | 1.0000 | LOT | \$500.00000 | \$500.00 | 09/01/2024 |
| Ship To: 2226-3325 | | Delivery Instructions: | | | | | | |
| 2400 CIRCLE DR STE 200 FORT WORTH TX 76119-8137 United States | | | | | | | | |
| | | | | | | | Schedule Total | \$500.00 |
| ReqID: 0000048340 | | | | | | | | |
| REGION 2- FT. WORTH-2400 CIRCLE DRIVE, SUITE 200, FT. WORTH, 76119 PITNEY BOWES SUPPLIES/ SERVICE FOR MACHINE | | | | | | | | |
| | | | | | | | Item Total for Line # 3 | \$500.00 |

Authorized Signature

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| Line-Sch: | Line Description: | PCA: | Class/Item: | Quantity: | UOM: | Unit Price: | Extended Amt: | Due Date: |
|--|--------------------------|-------------------------------|-------------|-----------|------|-------------|--------------------------------|------------|
| 4-1 | Arlington_Randol Mill_PB | 13060 | 939/60 | 1.0000 | LOT | \$500.00000 | \$500.00 | 09/01/2024 |
| Ship To: 2221-1053 | | Delivery Instructions: | | | | | | |
| 110 W RANDOL MILL RD STE 110 ARLINGTON TX 76011 United States | | | | | | | | |
| | | | | | | | Schedule Total | \$500.00 |
| ReqID: 0000048340 | | | | | | | | |
| REGION 2- ARLINGTON - 110 WEST RANDOL MILL ROAD, SUITE 110, ARLINGTON, 76011. PITNEY BOWES SUPPLIES/ SERVICE FOR MACHINE | | | | | | | | |
| | | | | | | | Item Total for Line # 4 | \$500.00 |
| 5-1 | Plano_PB | 13060 | 939/60 | 1.0000 | LOT | \$500.00000 | \$500.00 | 09/01/2024 |
| Ship To: 2225-2124 | | Delivery Instructions: | | | | | | |
| 520 E CENTRAL PKWY STE 232 PLANO TX 75074 United States | | | | | | | | |
| | | | | | | | Schedule Total | \$500.00 |
| ReqID: 0000048340 | | | | | | | | |
| REGION 2- PLANO-520 EAST CENTRAL PKWY,STE 232,PLANO,75074 PITNEY BOWES SUPPLIES/SERVICE FOR MACHINE | | | | | | | | |
| | | | | | | | Item Total for Line # 5 | \$500.00 |
| 6-1 | DSE_PB | 13060 | 939/60 | 1.0000 | LOT | \$500.00000 | \$500.00 | 09/01/2024 |
| Ship To: 2226-1905 | | Delivery Instructions: | | | | | | |
| 3650 N BUCKNER STE 102 DALLAS TX 75228 United States | | | | | | | | |
| | | | | | | | Schedule Total | \$500.00 |
| ReqID: 0000048340 | | | | | | | | |
| REGION 2- DALLAS-3650 NORTH BUCKNER BLVD,STE 102,DALLAS, 75228. PITNEY BOWES SUPPLIES/SERVICE FOR MACHINE | | | | | | | | |
| | | | | | | | Item Total for Line # 6 | \$500.00 |

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| Line-Sch: | Line Description: | PCA: | Class/Item: | Quantity: | UOM: | Unit Price: | Extended Amt: | Due Date: |
|--|-------------------|-------------------------------|-------------|-----------|------|-------------|-----------------------|------------|
| 7-1 | Garland_PB | 13060 | 939/60 | 1.0000 | LOT | \$500.00000 | \$500.00 | 09/01/2024 |
| Ship To: 2222-3185 | | Delivery Instructions: | | | | | | |
| 1919 S SHILOH STE 420 GARLAND TX 75042 United States | | | | | | | | |
| | | | | | | | Schedule Total | \$500.00 |
| ReqID: 0000048340 | | | | | | | | |
| REGION 2- GARLAND-1919 SOUTH SHILOH RD,STE 420,GARLAND, 75042. PITNEY BOWES SUPPLIES SERVICE FOR MACHINE | | | | | | | | |
| Item Total for Line # 7 | | | | | | | | \$500.00 |

| Line-Sch: | Line Description: | PCA: | Class/Item: | Quantity: | UOM: | Unit Price: | Extended Amt: | Due Date: |
|--|-------------------|-------------------------------|-------------|-----------|------|-------------|-----------------------|------------|
| 8-1 | HURST_PB | 13060 | 939/60 | 1.0000 | LOT | \$500.00000 | \$500.00 | 09/01/2024 |
| Ship To: 2221-4160 | | Delivery Instructions: | | | | | | |
| 8701 BEDFORD EULESS RD STE 200 HURST TX 76053- 3751 United States | | | | | | | | |
| | | | | | | | Schedule Total | \$500.00 |
| ReqID: 0000048340 | | | | | | | | |
| REGION 2- HURST-8701 BEDFORD EULESS RD,STE 200,HURST, 76053. PITNEY BOWES SUPPLIES SERVICE FOR MACHINE | | | | | | | | |
| Item Total for Line # 8 | | | | | | | | \$500.00 |

| Line-Sch: | Line Description: | PCA: | Class/Item: | Quantity: | UOM: | Unit Price: | Extended Amt: | Due Date: |
|--|-------------------|-------------------------------|-------------|-----------|------|-------------|-----------------------|------------|
| 9-1 | LEWISVILLE_PB | 13060 | 939/60 | 1.0000 | LOT | \$500.00000 | \$500.00 | 09/01/2024 |
| Ship To: 2224-4364 | | Delivery Instructions: | | | | | | |
| 2600 MACARTHUR BLVD, STE 102 LEWISVILLE TX 75067-6748 United States | | | | | | | | |
| | | | | | | | Schedule Total | \$500.00 |
| ReqID: 0000048340 | | | | | | | | |
| REGION 2-LEWISVILLE-2600 MACARTHUR BLVD,STE 102, LEWISVILLE, 75067 PITNEY BOWES SUPPLIES SERVICE FOR MACHINE | | | | | | | | |
| Item Total for Line # 9 | | | | | | | | \$500.00 |

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Total PO Amount \$4,500.00

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

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