



Procurement and Contracts
Business Unit # 320AD
Purchase Order # 19-0001189
Purchase Order Change Notice (# 1)

Payment Terms: N/A Freight Terms: N/A Ship Via: N/A PCC: 0 Date: 10/10/18 PO Method: SV Dispatch: **Dispatch Via Print** Rev Dt: 10/10/18

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

Vendor: IRON MOUNTAIN INFORMATION MANAGEMENT INC
 PO BOX 915004
 DALLAS TX 75391
 United States

Ship To: Texas Workforce Commission
 1359 LOMALAND DR
 STE 300
 EL PASO TX 79935-5201
 United States

Bill To: APPO@twc.state.tx.us or

 Texas Workforce Commission
 101 E 15TH ST
 RM 446
 AUSTIN TX 78778-0001
 United States

Vendor ID: 1043038590

Purchaser: Dawn G Smith
Phone: 512/936-3481
Fax: 512/475-3502
Email: dawn.smith@twc.state.tx.us

TWC Prefers Electronic Submission

PO Information:

Delegated Purchase \$5000 or Less

 TWC POC: Leon Raines (915) 832-6408 or Jan Wilson (512) 463-1692

 POCN issued to remove unnecessary comments from PO. 10/10/18 dgs

Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
1- 1	Document Shredding Service October 2018-August 2019	962/27	1.0000	LOT	\$1,411.45000	\$1,411.45	08/31/2019
						Schedule Total	<input type="text" value="\$1,411.45"/>
						ReqID: 0000016162	
<p>Six (6)-65 Gallon Bin @ \$15.00 per bin=\$90.00 per month (minimum) Total to include transportation charge of approx. \$10.00 per month.</p> <p>Additional Service Charges; Additional charge for unscheduled service visit=\$20.00 per visit. Shredding of standard 1.2 CF container=\$5.00 per carton Container drop off fee of \$10.00 (waived for initial install)</p>							
						Item Total for Line # 1	<input type="text" value="\$1,411.45"/>

Total PO Amount

Authorized Signature

10/10/2018



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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

A handwritten signature in blue ink that reads "Glenn Smith".

10/10/2018