



Procurement and Contracts  
 Business Unit # 320AD  
 Purchase Order # 24-0002499  
 Purchase Order Change Notice (# 1)

**Payment Terms:** N/A    **Freight Terms:** N/A    **Ship Via:** N/A    **PCC:** D    **PO Date:** 02/12/2024    **PO End Date:**    **PO Method:** IT    **Dispatch:** Dispatch Via Print    **Rev Dt:** 02/13/2024

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

**Vendor:** 365 RETAIL MARKETS  
 1738 MAPLELAWN DR  
 TROY MI 48084-4615  
 United States

**Ship To:** Texas Workforce Commission  
 2810 E MLK JR BLVD  
 AUSTIN TX 78702-1544  
 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:** 1454267511 000

**Purchaser:** Anna James  
**Phone:**  
**Fax:**  
**Email:** anna.mccorkle@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 [365 Retail Markets LLC] corresponding attached quote SQ-238034 dated 12.20.23.

By acceptance of this purchase order, Vendor agrees that only TWC Standard Terms Conditions Revised 01/30.2024 (ATTACHMENT I) apply to this order.

NOTE: Allocated for New TxDOT Location 2-934-4 #2704

Delivery Information: TWC Warehouse CONTACTS - Robert (Bobby) Lewis's cell: [REDACTED] / office #512-936-2358 or Robert Ramirez cell: [REDACTED] / office #512-936-3689

Contact  
 Shalon Hornsby  
 512-533-7137  
 shalon.hornsby@twc.texas.gov  
 OR  
 Aaron Hanna  
 737-667-5659  
 aaron.hanna@twc.texas.gov

Vendor  
 VID: 14542675112  
 Paul Langel  
 paul.langel@365smartshop.com  
 918-500-1893

Submit invoices via email to APPO@twc.texas.gov and the Contract Manager listed above or Word documents only are 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.

POCN (1) 02.13.2024 remove Edit Ship To Comments. AMJ

**Authorized Signature**

*Sonya Babley, CTCD, CTCM*

Sonya Babley, CTCD, CTCM

**02/13/2024**



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Line-Sch:	Line Description:	PCA:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
1-1	EQUIPMENT: [REDACTED] [REDACTED] for new FAC 934; see quote SQ- 238034	13061	956/35	1.0000	EA	\$3,500.00000	\$3,500.00	02/22/2024
							Schedule Total	\$3,500.00
						ReqID: 0000046139		
							Item Total for Line # 1	\$3,500.00
2-1	[REDACTED] Secure Pay Package for new FAC 934; see quote SQ-238034	13061	208/11	1.0000	UNT	\$450.00000	\$450.00	02/22/2024
							Schedule Total	\$450.00
						ReqID: 0000046139		
							Item Total for Line # 2	\$450.00
3-1	[REDACTED] Cyber Insurance Coverage for new FAC 934; see quote SQ-238034	13061	958/61	1.0000	UNT	\$15.00000	\$15.00	02/22/2024
							Schedule Total	\$15.00
						ReqID: 0000046139		
							Item Total for Line # 3	\$15.00
4-1	[REDACTED] PowerVar Conditioner + [REDACTED] [REDACTED] for new FAC 934; see quote SQ-238034	13061	287/54	2.0000	EA	\$385.00000	\$770.00	02/22/2024
							Schedule Total	\$770.00
						ReqID: 0000046139		
							Item Total for Line # 4	\$770.00

Authorized Signature

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Line-Sch:	Line Description:	PCA:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
5-1	Printer Gen3 for new FAC 934; see quote SQ-238034	13061	204/76	2.0000	EA	\$370.00000	\$740.00	02/22/2024
							<b>Schedule Total</b>	\$740.00
							<b>ReqID:</b>	0000046139
							<b>Item Total for Line # 5</b>	\$740.00
6-1	Shipping & Handling for new FAC 934; see quote SQ-238034	13061	962/86	1.0000	EA	\$450.00000	\$450.00	02/22/2024
							<b>Schedule Total</b>	\$450.00
							<b>ReqID:</b>	0000046139
							<b>Item Total for Line # 6</b>	\$450.00
7-1	Site Setup Software Setup & Configuration for new FAC 934; see quote SQ-238034	13061	920/13	1.0000	UNT	\$375.00000	\$375.00	02/22/2024
							<b>Schedule Total</b>	\$375.00
							<b>ReqID:</b>	0000046139
							<b>Item Total for Line # 7</b>	\$375.00

**Total PO Amount** \$6,300.00

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

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**Authorized Signature**

*Sonya Babley, CTCD, CTCM*

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**02/13/2024**