



Texas Department of Insurance
Business Unit # 45400
Purchase Order # 16-0127
Purchase Order Change Notice (# 6)

Payment Terms: **NET30** Freight Terms: **FOB Destination** Ship Via: **VNDR** PCC: **C** Date: **09/01/15** PO Method: **DG** Dispatch: **Dispatch Via Print** Rev Dt: **08/26/16**

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

Vendor: TIBH INDUSTRIES INC - PRODUCTS
 1011 E 53RD 1/2 ST
 AUSTIN TX 787511703
United States

Ship To: 2M0003 - No Physical Shipment
 No Physical Shipment

Vendor ID: 1741976051 1

Bill To: Attn: Acctng - Mail Code 108-3A
 P. O. Box 149104
 Austin TX 78714-9104
 United States

Purchaser: James Kellldorf
Phone: 512/676-6149
Fax: 512/463-6159
Email: james.kellldorf@tdi.texas.gov

Fax:
Email: Invoices@tdi.texas.gov

PO Information:

Certification. The terms of the contract are considered complete and payment can be made when the terms and conditions of the order have been met and the goods and/or services have been certified.
 Invoicing. To ensure prompt payment, the vendor must include the following information on all invoices: (1) the above reference PO Number, (2) the above referenced Vendor ID No., and (3) any other relevant information that will confirm purchase. Failure to comply may delay payment process or cause invoice to be returned.
 This is a blanket purchase order to be used on an as needed basis.
 DOCUMENT TYPE 9 EXEMPT PURCHASES: Statutory References: Professional Services in accordance with Texas Government Code chapter 2254.
 962-M3 - PROFESSIONAL PERSONNEL - TIBH
 FY16 (09/1/2015 - 08/31/2016) Temporary Personnel, special project staff. Reports to DWC Records Management Support. Temporary staff will work an eight (8) hour shift as needed.
 Vendor Contact:
 Julia Manuel, Goodwill Temporary Services
 512-514-4845 - Julia.manuel@goodwillcentraltexas.org
 DWC Contact:
 Marcia Medina, Records Management Support
 512-804-4147
 Contract Administrator: Joseph McElrath, 512-804-5010
 Contract Monitor: Marcia Medina, 512-804-4147
 List of temp employees to start 09/01/2015.
 Position Name Program Area Begin Date
 Admin Assistant II Arocha, Ernesto Hearings 09/01/2015
 Admin Assistant II Bailey, Myesha Hearings 09/01/2015
 Admin Assistant II Lopez, Alejandro RMS 09/01/2015
 Admin Assistant II Maciel, Anna RMS 09/01/2015
 Admin Assistant II Mokarzel, Carlos RMS 09/01/2015
 Admin Assistant II Padilla, David RMS 09/01/2015
 Admin Assistant II Seay, Kelly RMS 09/01/2015
 Admin Assistant II Sims, Cassandra RMS 09/01/2015

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FCB 08/20/2015

Quantities are estimated: TDI does not guarantee to purchase any minimum or maximum quantity. TDI reserves the right to increase or decrease the quantity(ies) of the purchase order at the same original terms and conditions. The vendor will be notified in writing by purchase order change notice of any requirements for any increased or decreased quantity(ies).

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 shall be in the scope of original work. No verbal change orders will be permitted. All Purchase Order Change Notice (POCN) will be issued by TDI Purchasing Section.

POCN #1 JK 10/29/15

Added line item #2 for additional funds for temp services.

POCN #2 JK 1/25/16

Added line item #3 for additional funds for temp services.

Added clause regarding POCN's

POCN #3 JK 2/26/16

Added line item #4 for additional funds for temp services.

POCN #4 JK 4/28/16

Added line item number 5 for additional funding.

POCN #5 JK 7/22/16

Added line item number 6 for additional funding.

POCN #6 JK 8/26/16

Added line item number 7 for additional funding.

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Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
1- 1	FY16 (9/1/2015-8/31/2016) DWC/RMS Temp Services, special project staff. Reports to DWC Records Management & Support. Temporary staff will work an eight (8) hour shift as needed.	962/69	1.0000	LOT	\$30,000.00	\$30,000.00	08/31/2016
	Ship To:	2M0003					
		No Physical Shipment					
						Schedule Total	<input type="text" value="\$30,000.00"/>
					<u>ReqID:</u> 0000013409		
	FY16 (9/1/2015-8/31/2016) Temporary Personnel, special project staff. Reports to DWC Records Management Support. Temporary staff will work an eight (8) hour shift as needed.						
	JUSTIFICATION: Assistance from Temporary Personnel is needed in the Records Management and Support Division in order to meet staffing needs and the set timeframes in program areas, The Temporary Personnel will perform administrative duties associated with document processing.						
	Vendor Contact: Rudy Herrera, Goodwill Temporary Services 512-637-7526						
	DWC Contact: Marcia Medina, Records Management Support 512-804-4147						
	Contract Administrator: Joseph McElrath, 512-804-5010						
	Contract Monitor: Marcia Medina, 512-804-4147						
	REF: 15-7551						
						Item Total for Line # 1	<input type="text" value="\$30,000.00"/>

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Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
2- 1	Temp Services additional funds FY16 (9/1/2015 - 8/31/2016) DWC/RMS Temp Services, special project staff. Reports to DWC Records Management & Support. Temporary staff will work an eight (8) hour shift as needed.	961/62	1.0000	LOT	\$30,000.00	\$30,000.00	10/29/2015
	Ship To:	2M0003					
		No Physical Shipment					
						Schedule Total	<input type="text" value="\$30,000.00"/>
					<u>ReqID:</u> 0000014570		
	FY16 (9/1/2015 - 8/31/2016) Temporary Personnel, special project staff. Reports to DWC Records Management Support. Temporary staff will work an eight (8) hour shift as needed.						
	**ADD ADDITIONAL FUNDS TO EXISTING PURCHASE ORDER 16-0127						
	JUSTIFICATION: Assistance from Temporary Staff as needed in the Records Management Support Division in order to meet staffing needs and the set time frames in program areas. The Temporary Staff will perform administrative duties associated with document processing.						
	Vendor Contact: Julia Manuel, Goodwill Temporary Services 512-514-4845 - Julia.manuel@goodwillcentraltexas.org						
	DWC Contact: Marcia Medina, Records Management Support 512-804-4147						
	Contract Administrator: Joseph McElrath, 512-804-5010						
	Contract Monitor: Marcia Medina, Records Management Support 512-804-4147 Alternate Contract Monitor: Bertha Lopez, 512-804-4206						
						Item Total for Line # 2	<input type="text" value="\$30,000.00"/>

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Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
3- 1	FY16 (9/1/2015 - 8/31/2016) DWC/RMS Temp Services, special project staff. Reports to DWC Records Management & Support. Temporary staff will work an (8) eight hour shift as needed.	961/62	1.0000	LOT	\$16,000.00	\$16,000.00	01/25/2016
	Ship To:	2M0003					
		No Physical Shipment					
						Schedule Total	<input type="text" value="\$16,000.00"/>
					<u>ReqID:</u> 0000014945		
	FY16 (9/1/2015 - 8/31/2016) Temporary Personnel, special project staff. Reports to DWC Records Management Support. Temporary staff will work an eight (8) hour shift as needed.						
	**ADD ADDITIONAL FUNDS TO EXISTING PURCHASE ORDER 16-127						
	JUSTIFICATION: Assistance from Temporary Staff as needed in the Records Management Support Division in order to meet staffing needs and the set time frames in program areas. The Temporary Staff will perform administrative duties associated with document processing.						
	Vendor Contact: Robyn A. Householder, Vice President, Business Solutions Goodwill Temporary Staff Services Office: 512-637-7527 e-mail: Robyn.Householder@goodwillcentraltexas.org						
	Tracy Blackwell, Goodwill Human Resources Office: 512-637-7527 e-mail: Tracy.Blackwell@goodwillcentraltexas.org						
	DWC Contact: Marcia Medina, Records Management Support 512-804-4147						
	Contract Administrator: Joseph McElrath, 512-804-5010						
	Contract Monitor: Marcia Medina, 512-804-4147 Alternate Contract Monitor: Bertha Lopez, 512-804-4206						
						Item Total for Line # 3	<input type="text" value="\$16,000.00"/>

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Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
4- 1	FY16 (9/1/2015 8/31/2016) DWC/RMS Temp Services, special project staff. Reports to Records Management & Support. Temporary staff, Administrative Asst. II's, will work an (8) eight hour shift as needed.	961/62	1.0000	LOT	\$34,000.00	\$34,000.00	02/26/2016
	Ship To:	2M0003					
		No Physical Shipment					
						Schedule Total	<input type="text" value="\$34,000.00"/>
					<u>ReqID:</u> 0000015204		
	FY16 (9/1/2015-8/31/2016) Temporary Personnel, special project staff, Administrative Asst. II's will report to DWC Records Management Support. Temporary staff will work an (8) eight hour shift as needed.						
	**ADD ADDITIONAL FUNDS TO EXISTING PURCHASE ORDER 16-127						
	JUSTIFICATION: Assistance from Temporary Staff as needed in Records Management Support Division in order to meet staffing needs and the set time frames in program areas. The Temporary Staff will perform administrative duties associated with document processing.						
	**NOTE NEW STAFF Contacts at Goodwill						
	Vendor Contacts: Robyn A. Householder, Vice President, Business Solutions Goodwill Temporary Services Office: 513-637-7527 e-mail: Robyn.Householder@goodwillcentraltexas.org						
	Tracy Blackwell, Goodwill Human Resources Office: 512-637-7527 e-mail: Tracy.Blackwell@goodwillcentraltexas.org						
	Sergio Pellicano, Goodwill Staffing Group e-mail: Sergio.Pellicano@goodwillcentraltexas.org						
	Contract Administrator: Joseph McElrath 512-804-5010						
	DWC Contact: Marcia Medina, Records Management Support 512-804-4147						
	DWC Contract Monitor: Bertha Lopez, 512-804-4206						
						Item Total for Line # 4	<input type="text" value="\$34,000.00"/>

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Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
5- 1	FY16 (9/1/2015 - 8/31/2016) DWC/RMS Temp Services, special project staff. Reports to DWC Records Management & Support. Temp staff will work an eight (8) hour shift as needed.	961/62	1.0000	LOT	\$47,000.00	\$47,000.00	04/28/2016
	Ship To:	2M0003					
		No Physical Shipment					
						Schedule Total	<input type="text" value="\$47,000.00"/>
					<u>ReqID:</u> 0000015564		
<p>FY16 (9/1/2015 - 8/31/2016) Temporary personnel, special project staff. Reports to Records Management and Support. Temporary staff will work an eight (8) hour shift as needed, hours are 8:00 am to 5:00 pm. The temporary staff will perform administrative duties associated with document processing.</p> <p>**ADD ADDITIONAL FUNDS TO EXISTING PURCHASE ORDER: 16-0127</p> <p>JUSTIFICATION: Assistance from Temporary Personnel as needed in the Records Management Support Division in order to meet staffing needs and the set time frames in the program areas. The temporary staff will perform administrative duties associated with document processing.</p> <p>Vendor Contact: Goodwill Staffing Group Robyn A. Householder Vice President, Business Solutions O: 512-637-7527 M: 512-350-6510 Robyn.Householder@goodwillcentraltexas.org</p> <p>Tracy Blackwell, Goodwill Human Resources O: 512-637-7527 Tracy.Blackwell@goodwillcentraltexas.org</p> <p>Sergio Pellicano, Goodwill Staffing Group O: 512-637-7165 Sergio.Pellicano@goodwillcentraltexas.org</p> <p>Contract Administrator: David Ekrut 512-804-4113</p> <p>Contract Monitor: Bertha Lopez 512-804-4206</p> <p>Records Management Support Contact: Marcia Medina, 512-804-4147</p>							
						Item Total for Line # 5	<input type="text" value="\$47,000.00"/>

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Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date

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Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
6- 1	FY16 (9/1/2015-8/31/2016) DWC/RMS Temp Services, special project staff. Reports to DWC Records Management & Support. Temp staff will work an eight (8) hour shift as needed.	961/62	1.0000	LOT	\$35,000.00	\$35,000.00	07/22/2016
	Ship To:	2M0003					
		No Physical Shipment					
						Schedule Total	<input type="text" value="\$35,000.00"/>
					<u>ReqID:</u> 0000016333		
	FY16 (9/1/2015 - 8/31/2016) Temporary personnel, special project staff. Reports to Records Management Support. Temporary staff will work an eight (8) hour shift as needed, hours are 8:00 am to 5:00 pm. The temporary staff will perform administrative duties associated with document processing.						
	**ADD ADDITIONAL FUNDS TO EXISTING PURCHASE ORDER 16-0127						
	JUSTIFICATION: Assistance from Temporary Personnel as needed in the Records Management Support Division in order to meet staffing needs and the set time frames in the program areas. The temporary staff will perform administrative duties associated with document processing.						
	Vendor Contacts: Goodwill Staffing Group Robyn A. Householder Vice-President, Business Solutions O: 512-637-7527 M: 512-350-6510 Robyn.Householder@goodwillcentraltexas.org						
	Tracy Blackwell, Goodwill Human Resources O: 512-637-7527 Tracy.Blackwell@goodwillcentraltexas.org						
	Sergio Pellicano, Goodwill Staffing Group O: 512-637-7165 Sergio.Pellicano@goodwillcentraltexas.org						
	Records Management Support Program Contract Coordinator: David Ekrot, 512-804-4113						
	Program Contract Specialist: Bertha Lopez, 512-804-4206						
	Records Management Support Contact: Marcia Medina, 512-804-4147						
						Item Total for Line # 6	<input type="text" value="\$35,000.00"/>

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7- 1	FY16 (9/1/2015 -8/31/2016) DWC/RMS Temp Services, special project staff. Reports to DWC/Records Management & Support. Temp staff will work an 8 hour shift as needed.	961/62	1.0000	LOT	44000.00000 \$	44000.000 \$	08/26/2016
	Ship To:	2M0003					
		No Physical Shipment					
						Schedule Total	<input type="text" value="\$44,000.00"/>
					<u>ReqID:</u> 0000016605		
<p>FY16 (9/1/2016 - 8/31/2016) Temporary personnel, special project staff. Reports to Records Management and Support. Temporary staff will work an eight (8) hour shift as needed, hours are 8:00 am to 5:00 pm. The temporary staff will perform administrative duties associated with document processing.</p> <p>**ADD ADDITIONAL FUNDS TO EXISTING PURCHASE ORDER 16-0127</p> <p>JUSTIFICATION: Assistance from Temporary Personnel as needed in the Records Management Support Division in order to meet staffing needs and the set time frames in program areas. The temporary staff will perform administrative duties associated with document processing.</p> <p>Vendor Contacts: Goodwill Staffing Group Robyn A. Householder Vice President, Business Solutions O: 512-637-7527 M: 512-350-6510 Robyn.Householder@goodwillcentraltexas.org</p> <p>Tracy Blackwell, Goodwill Human Resources O: 512-637-7527 Tracy.Blackwell@goodwillcentraltexas.org Sergio Pellicano, Goodwill Staffing Group O: 512-637-7165 Sergio.Pellicano@goodwillcentraltexas.org</p> <p>Contract Administrator, David Ekrot 512-804-4113</p> <p>Contract Monitor: Bertha Lopez 512-804-4206</p> <p>Records Management Support Contact: Marcia Medina: 512-804-4147</p>							
						Item Total for Line # 7	<input type="text" value="\$44,000.00"/>

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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.

The Purchase Order Terms and Conditions can be found at:

<http://www.tdi.texas.gov/general/aspurch.html>

Authorized Signature

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