



Procurement and Contracts  
 Business Unit # 320AD  
 Purchase Order # 24-0003239

**Payment Terms:** N/A    **Freight Terms:** N/A    **Ship Via:** N/A    **PCC:** E    **PO Date:** 04/17/2024    **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:** CPA: 18 LIMITED PARTNERSHIP  
 DBA EL PASO SIX STORAGE 18 (TX) LLC  
 50 ROCKEFELLER PLZ FL 2  
 NEW YORK NY 10020-1635  
 United States

**Ship To:** Texas Workforce Commission  
 11565 JAMES WATT DR  
 EL PASO TX 79936  
 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:** 1900986105 000

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

**TWC Prefers Electronic Submission**

**PO Information:**

Advanced Payment Required

Per Cube Smart Self Storage corresponding Quote for Unit G25 dated

By acceptance of this purchase order, Vendor agrees that only TWC Standard Terms Conditions Revised 01/30/20024 ( ATTACHMENT I) apply to this order.

GOODS OR SERVICES LESS THAN \$10,000.00 : 34 TX ADMIN CODE § 20.82 - DELEGATED PURCHASES

Vendor does not accept PO's or Credit Cards; payment in advance via warrant/check and mailed to the TWC Field Office in El Paso, address:

Attn: BET Business Consultant, Carlos Aguirre, 401 E. Franklin, Ste. 240, El Paso, TX 79901; cell (915) 241-4809

NOTE: payment for yearly total of \$1,960.00 to cover rental from 5/2023 through 5/2024 must be made via a TWC warrant/check mailed to the TWC / BET Field Office, Attn: BET BC, Carlos Aguirre, 401 E. Franklin, Ste. 240, El Paso, TX 79901; cell (915) 241-4809

This purchase will guarantee a slightly larger unit; BET Business Consultant's will transfer BET vending machines/TWC owned equipment to the larger unit, G18.

Contract Manager-  
 Name: Shalon Hornsby  
 Tel: +1 (512) 533-7137  
 E-mail: shalon.hornsby@twc.texas.gov

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 Babley, CTCD, CTCM*

Sonya Babley, CTCD, CTCM

**04/17/2024**



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Line-Sch:	Line Description:	PCA:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
1-1	RENTAL: Storage Unit Rental, 10 x 15 Warehouse Storage Unit at Cube Smart Storage Facility in El Paso, Unit G18, Store No. 6169; see details on attached invoice/quote.	13061	971/70	1.0000	LOT	\$2,328.00000	\$2,328.00	04/24/2024
							<b>Schedule Total</b>	<input type="text" value="\$2,328.00"/>
							<b>ReqID:</b> 0000046952	
							<b>Item Total for Line # 1</b>	<input type="text" value="\$2,328.00"/>

**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 Babley, CTCD, CTCM*  
 Sonya Babley, CTCD, CTCM **04/17/2024**