



**Texas Department of Insurance**  
**Business Unit # 45400**  
**Purchase Order # 17-0045**

Payment Terms: **NET30** Freight Terms: **FOB Destination** Ship Via: **VNDR** PCC: **Q** Date: **09/01/16** 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:** WORLD WIDE ENTERPRISE INC  
 dba James Enterprise  
 706 N Highway 67  
 Cedar Hill TX 75104-2141  
 United States

**Ship To:** 2F0008 - DWC - DENTON  
 625 Dallas Dr., Suite 475  
 Denton TX 76205-7289  
 United States

**Vendor ID:** 1752584012 4

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

**Purchaser:** Frank Brown  
**Phone:** 512/676-6148  
**Fax:** 512/463-6159  
**Email:** frank.brown@tdi.texas.gov

**Fax:**  
**Email:** Invoices@tdi.texas.gov

**PO Information:**

TIBH exemption received from Catherine Wheaton 7/30/15

Quote by: Darrell James - mjames@7408@aol.com - 972-299-0021

Quote date: 7/18/15

Quote #: Pricing Request - FCB-13608

Quote amt: \$630.00 per month (Initial contract)

Vendor Certificate of Liability Insurance ACORD attached and becomes a part of this contract.

Initial Term - (09/01/2015 - 08/31/2016) - \$630.00 per month - \$7,560.00 - PO 45400 16-0047

1st Option Term - (09/01/2016 - 08/31/2017) - \$680.00 per month - \$8,160.00 - PO 45400 17-0045

2nd Option Term - (09/01/2017 - 08/31/1208) - \$730.00 per month - \$8,760.00 -

CONTRACT # - 16-0047-18

Janitorial service to be provided at the Texas Department of Insurance (TDI) Division of Workers' Compensation (DWC) Field Office located in Denton, Texas. Service shall include the entire DWC office environment, including but not limited to, lobby, office area, storage area, restrooms, and break rooms. All Vendor products, services, equipment, and supplies needed shall be included in the price per square foot.

A. Service Location: DWC Denton Field Office, currently located at 625 Dallas Drive, Suite 475, Denton, Texas 76205-7289. In the event the office should move to a new location, DWC may transfer the contract to that location with cost based on the same price per square foot paid at the time of the move.

B. Office Size: The current facility is approximately 3408 square feet and staffed with approximately nineteen (19) DWC staff. Additional office(s) or additional space added to an existing office may be added to the contract by DWC with cost based on the same price per square foot paid at that time.

C. Service Schedule: Janitorial service shall be performed when the office is closed to the public. Service designated as daily is to be performed five (5) times per week, Monday through Friday, outside of normal working hours that are Monday through Friday, 8:00 am till 5:00 pm.

D. Attachment B (Vendor Scope of Work) is incorporated hereto and herein and become a part of the Purchase order.

FCB 08/01/2016

Contract Administrator - Andy Hurley - andy.hurley@tdi.texas.gov - 512-676-6128

Contract Monitor - Lilly Soto - lilly.soto@tdi.texas.gov - 512-804-4248

Accounting - Karen Urban - karen.urban@tdi.texas.gov - 512-676-6172

Purchaser - Frank Brown - frank.brown@tdi.texas.gov - 512-676-6148

Certification: The terms of the contract are considered complete and payment can be made when the terms and conditions of the order have been

Authorized Signature \_\_\_\_\_

*Frank C. Brown*

08/01/2016



**Texas Department of Insurance**  
**Business Unit # 45400**  
**Purchase Order # 17-0045**

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.  
 Attachment "A-1" Terms and Conditions become part of this Purchase Order.

Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
1- 1	Denton FO - Janitorial Dallas Drive Tech Center 625 Dallas Dr. Suite 475 Denton, TX 76205-7289 940-380-1400  Monthly rate based on office size currently 3,408 sq. ft.  Term: 09/01/16 - 09/30/16	910/39	1.0000	MO	\$680.00	\$680.00	08/31/2017
						<b>Schedule Total</b>	\$680.00
						ReqID: 0000016120	
						<b>Item Total for Line # 1</b>	\$680.00
2- 1	Denton FO - Janitorial Dallas Drive Tech Center 625 Dallas Dr. Suite 475 Denton, TX 76205-7289 940-380-1400  Monthly rate based on office size currently 3,408 sq. ft.  Term: 10/01/16 - 08/31/17	910/39	11.0000	MO	\$680.00	\$7,480.00	08/31/2017
						<b>Schedule Total</b>	\$7,480.00
						ReqID: 0000016120	
						<b>Item Total for Line # 2</b>	\$7,480.00

**Total PO Amount** \$8,160.00

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.

Authorized Signature

*Frank C. Brause*

08/01/2016



**Texas Department of Insurance**  
**Business Unit # 45400**  
**Purchase Order # 17-0045**

Page: 3 of 3

The Purchase Order Terms and Conditions can be found at:

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

Authorized Signature

*Frank C. Brown*

08/01/2016

# PRICING REQUEST

## THE TEXAS DEPARTMENT OF INSURANCE

**This Pricing Request must be received on or before the return date and time:  
(Late bids will not be accepted)**

The Texas Department of Insurance  
Purchasing and Contracting Dept. MC108-1B  
Attn: Frank Brown (512) 676-6148  
FAX (512) 463-6159  
PO Box 149104, Austin, Texas 78714  
frank.brown@tdi.texas.gov

**Return by:** July 30, 2015 – 3:00 PM

Vendor I.D. Number: 17525240112400

Name: \_\_\_\_\_  
Contact: JAMES ENTERPRISE \_\_\_\_\_  
Address: 706 N HWY 67 \_\_\_\_\_  
City/Stat: CEDAR HILL, TX 75104 \_\_\_\_\_  
Phone: \_\_\_\_\_

**VENDOR MUST SIGN BELOW.**

Failure to sign will disqualify this pricing request.

Signature: *Darrell James*  
Title: owner  
Date: 20 July 2015

**Pricing Request Reference: FCB-13608**

**Instructions.** The Texas Department of Insurance is requesting pricing on the products or services listed below. **Vendor must specify if substituting recommended brand or model and enter the Unit Price and the Extension** of the items(s) described. Return this pricing request to our office by the date and time shown above. Pricing must remain good for a minimum of 30 days. **NOTE: The pricing submitted may result in a TDI purchase order.** If you have any questions about the pricing request please call the Purchaser listed above.

Item No.	Class & Code Description	Qty	Unit	Unit Price	Extension
1	<p>910/39 Janitorial Services for Denton Field Office September 1, 2015 – August 31, 2016</p> <p><b>Service Location - Dallas Drive Tech Center, 625 Dallas Dr., Suite 475, Denton, Texas 76205-7289 - 940-380-1400.</b></p> <p>Monthly rate based on the office size, currently 3,408 sq. ft. Janitorial service to be provided at the Texas Department of Insurance (TDI) Division of Workers Compensation (DWC) Field Office located at the address above. Service shall include the entire DWC office environment, including, but not limited to, lobby, office area, storage area, restrooms, and break rooms. All vendor products, services, equipment and supplies needed shall be included in the price based on the square footage.</p> <p>In the event the office should move to a new location with cost based on the same price per square foot paid at the time of the move.</p> <p>Additional office(s) or additional space added to an existing office may be added to the contract by DWC with cost based on the same price per square foot at the time.</p> <p>Janitorial Service shall be performed when the office is closed to the public. Service designated as daily is to be performed five (5) times per week, Monday through Friday, outside of normal working hours that are 8:00 am to 5:00 pm.</p> <p>Janitorial Services for the Denton Field Office should be specified as a monthly rate based on office size in square fee. Square footage is subject to change at TDI-DWC discretion.</p>	12	MO	630. <sup>00</sup>	7560. <sup>00</sup>

Item No.	Description	Qty	Unit	Unit Price	Extension
2	<p>Current size is 3,408 square feet and is to be used for bid evaluation purposes.</p> <p>Option Year 1 9/10/39 Janitorial Services for Denton Field Office September 1, 2016 – August 31, 2017</p> <p>Service Location - Dallas Drive Tech Center, 625 Dallas Dr., Suite 475, Denton, Texas 76205-7289 - 940-380-1400. Monthly rate based on the office size, currently 3,408 sq. ft. Janitorial service to be provided at the Texas Department of Insurance (TDI) Division of Workers Compensation (DWC) Field Office located at the address above. Service shall include the entire DWC office environment, including, but not limited to, lobby, office area, storage area, restrooms, and break rooms. All vendor products, services, equipment and supplies needed shall be included in the price based on the square footage. In the event the office should move to a new location with cost based on the same price per square foot paid at the time of the move. Additional office(s) or additional space added to an existing office may be added to the contract by DWC with cost based on the same price per square foot at the time. Janitorial Service shall be performed when the office is closed to the public. Service designated as daily is to be performed five (5) times per week, Monday through Friday, outside of normal working hours that are 8:00 am to 5:00 pm. Janitorial Services for the Denton Field Office should be specified as a monthly rate based on office size in square fee. Square footage is subject to change at TDI-DWC discretion. Current size is 3,408 square feet and is to be used for bid evaluation purposes.</p>	12	MO	680.00	8160.00
3	<p>Option Year 2 9/10/39 Janitorial Services for Denton Field Office September 1, 2017 – August 31, 2018</p> <p>Service Location - Dallas Drive Tech Center, 625 Dallas Dr., Suite 475, Denton, Texas 76205-7289 - 940-380-1400. Monthly rate based on the office size, currently 3,408 sq. ft. Janitorial service to be provided at the Texas Department of Insurance (TDI) Division of Workers Compensation (DWC) Field Office located at the address above. Service shall include the entire DWC office environment, including, but not limited to, lobby, office area, storage area, restrooms, and break rooms. All vendor products, services, equipment and supplies needed shall be included in the price based on the square footage. In the event the office should move to a new location with cost based on the same price per square foot paid at the time of the move. Additional office(s) or additional space added to an existing office may be added to the contract by DWC with cost based on the same price per square foot at the time. Janitorial Service shall be performed when the office is closed to the public. Service designated as daily is to be performed five (5) times per week, Monday through Friday, outside of normal working hours that are 8:00 am to 5:00 pm. Janitorial Services for the Denton Field Office should be specified as a monthly rate based on office size in square fee. Square footage is subject to change at TDI-DWC discretion. Current size is 3,408 square feet and is to be used for bid evaluation purposes.</p>	12	MO	730.00	8760.00