



# Texas Department of Public Safety Purchase Order

Purchase Order Number

405-16-P006390

SHOW THIS NUMBER ON ALL  
PACKAGES, INVOICES AND  
SHIPPING DOCUMENTS.

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Vendor Number: 00003493  
1760784466300 | CROWNE PLAZA HOTEL

6121 N INTERSTATE 35  
USA  
AUSTIN, TX 78752-3801

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Texas Department of Public Safety  
Education Training & Research  
5805 North Lamar Blvd  
Austin, TX 78752-4431  
US  
Email: eprocurementshipping@dps.texas.gov  
Phone: (512) 424-2000

State Sales Tax Exemption Certificate: The undersigned claims an exemption from taxes under Chapter 20, Title 122A, Revised Civil Statutes of Texas, for purchase of tangible personal property described in 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.

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Texas Department of Public Safety  
Finance - Accounts Payable - MSC 0130  
PO Box 4087  
Austin, TX 78773-0130  
US  
Email: apinvoices@dps.texas.gov  
Phone: (512) 424-2060

Solicitation (Bid) No.: 405-16-B001403

Payment Terms: State of Texas Prompt Pay

Shipping Terms:

Delivery Calendar Day(s) A.R.O.: 0

Item # 1  
Class-Item 971-65

Crowne Plaza Hotel to provide conference meeting room space for the 2016 Texas Motorcycle Safety Conference on May 20-21, 2016. Requirements for the conference include the following as included in the Crowne Plaza Hotel's bid response:

Early registration setup with two tables and chairs - \$0.00 (no charge)  
 General Session to include AV equipment for approximately 300 participants - \$986.00  
 Three (3) Breakout Sessions to include AV equipment for approximately 100 participants - \$1,100.00  
 Sleeping Rooms for approximately 100 guests on Friday, May 20, 2016 - \$138.00 each. Rates may not be above the prevailing State of Texas rate on the date of booking.  
 Sleeping Rooms for approximately 25 guests on Saturday, May 21, 2016 - \$138.00 each. Rates may not be above the prevailing State of Texas rate on the date of booking.  
 Hot and Cold Snack Foods w/Drinks for approximately 150 attendees - \$2,250.00  
 Hot Breakfast Buffet including Coffee, Water and Juice for approximately 300 attendees - \$6,000.00  
 Two Breaks: Coffee, Iced Tea and Water for approximately 300 attendees - \$0.00 (no charge)  
 Hot Lunch Buffet with 2 choices of Meat, Iced Tea, Water, Soft Drinks and assorted desserts for approximately 300 attendees - \$7,200.00

Quantity	Unit Price	UOM	Discount %	Total Discount Amt.	Tax Rate	Tax Amount	Freight	Total Cost
1.00	\$ 17,812.00	EA	0.00 %	\$ 0.00		\$ 0.00	\$ 0.00	\$ 17,812.00

<u>LN/FY/Account Code</u>	<u>Dollar Amount</u>
1/16/16-22055-6458-1501- - -1750- - -	\$ 17,812.00

## Item # 10

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 change orders must be in writing with a Purchase Order Change Notice (POCN) issued by Procurement & Contract Services.

Documents and instructions for this Purchase Order include:

1. Purchase Order 405-16-P006390
2. TXDPS Terms and Conditions incorporated in the IFB Package
3. Statement of Work/Specifications incorporated in the IFB Package
4. Invitation for Bid (IFB) Package - 405-16-B001403
5. CROWNE PLAZA HOTEL'S bid response as submitted to TXDPS
6. CROWNE PLAZA HOTEL to reference PO Number 405-16-P006390 on all documentation
7. Invoices must include: Business name, remittance address, month of services and PO 405-16-P006390

#### U.S. Department of Homeland Security E-Verify System

By entering into this Contract, the Contractor certifies and ensures that it utilizes and will continue to utilize, for the term of this Contract, the U.S. Department of Homeland Security E-Verify system to determine the eligibility of

1. All persons employed to perform duties within Texas, during the term of the Contract; and
2. All persons, including subcontractors, assigned by the Contractor to perform work pursuant to the Contract, within the United States of America.

The Contractor shall provide, upon request of TXDPS an electronic or hardcopy screenshot of the confirmation or tentative non-confirmation screen containing the E-Verify case verification number for attachment to the Form I-9 for the three most recent hires that match the criteria above, by the Contractor, and Contractor subcontractors, as proof that this provision is being followed. If this certification is falsely made, the Contract may be immediately terminated, at the discretion of the state and at no fault to the state, with no prior notification. The Contractor shall also be responsible for the costs of any re-solicitation that the state must undertake to replace the terminated Contract.

#### Notice Under Government Code 2261.252

Pursuant to Government Code 2261.252 the Department may not enter into a contract for the purchase of goods or services with a private vendor if members of the Public Safety Commission or certain positions within the agency including the Executive Director, the General Counsel or the Procurement Director or their covered family members have a financial interest in the vendor. Any contract found to violate Government Code 2261.252 is void.

#### Contact Information

Contract Monitor:

Name: John G. Young

Phone: (512) 424- 2021

Email: johng.young@dps.texas.gov

Contract Administrator:

Name: Jennifer Feliciano

Phone: 512-424-2096

Email: jennifer.feliciano@dps.texas.gov

Vendor Contact Information:

Name: Jana Ibarra

Phone: 512-21-5242

Email: jibarra@cphaustin.cm

TAX:	\$ 0.00
FREIGHT:	\$ 0.00
TOTAL:	\$ 17,812.00

APPROVED

By: Jennifer Feliciano,CTCM, CTPM

Phone#: (512) 424-5255

BUYER