



Texas Department of Motor Vehicles
 Business Unit # 60800
 Purchase Order # 0000007895
 Purchase Order Change Notice (# 2)

Payment NET30 **Freight** FOB **Ship Via:** US MAIL **PCC:** I **Date:** 01/24/20 **PO Method:** CP **Dispatch:** Dispatch **Rev Dt:** 10/12/21
Terms: **Terms:** Destination **Dispatch:** Via Print

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

Vendor: TOSHIBA AMERICA BUSINESS SOLUTIONS INC
 DBA TOSHIBA BUSINESS SOLUTIONS, USA
 FILE 57202
 LOS ANGELES CA 90074-7202
 United States

Ship To: 1P00 - TxDMV Warehouse
 4000 Jackson Avenue
 Austin TX 78731
 United States

Vendor ID: 1330865305 7

Purchaser: Amanda Leigh Maxwell
Phone: 512/465-1226
Fax:

Bill To: 4000 Jackson Avenue
 Austin TX 78731
 United States

Email: Amanda.Maxwell@txdmv.gov

Bill To Fax:

Bill To Email: DMV_FIN-INVOICES@TxDMV.gov

PO Information:

POCN# 2 - by Mandy Maxwell 10/12/2021
 Changed buyer from Travis Reese to Amanda Maxwell
 Added lines 7-9 for FY22 funding
 Updated PO end date

POCN 1, Travis R, 08/13/2020: Added Lines 3 - 6 for months 8-19 of 36 month lease. Updated buyer name for PO changes

Toshiba e-Studio 5516ACT is replacing the e-Studio 5506ACT, serial number SCHLF14155, Po 600800 0000003458, expiration date: 01/31/2020.
 Vendor will need to pick up the e-Studio 5506ACT upon delivery of the new e-Studio 5516ACT.

Toshiba e-Studio 5516ACT Location:
 Texas Department of Motor Vehicles
 3800 Jackson Ave
 Austin, TX 78731
 Office Admin Hearings

Contract#: State of Texas DIR-CPO-4426
 Contract is for 48 Month FMV Lease.

Lease Period:

- 02/01/2020 thru 08/31/2020 (Lease period 1.) Purchase Order 60800 0000007895. Months 1 to 7 of a 48 month lease
- 09/01/2020 thru 08/31/2021 (Lease period 2.) Purchase Order 60800 0000007895. Months 8 to 19 of a 48 month lease
- 09/01/2021 thru 08/31/2022 (Lease period 3.) Purchase Order 60800 0000007895. Months 20 to 31 of a 48 month lease
- 09/01/2022 thru 08/31/2023 (Lease period 4.) Months 32 to 36 of a 48 month lease
- 09/01/2022 thru 01/31/2024 (Lease period 4.) Months 32 to 36 of a 48 month lease

Copier Lease:

The terms of the service shall commence on the date of execution of a Copier Lease Commencement Letter by Lessee OR 10 days after the delivery of the last piece of equipment and shall continue for 36 whole months.

Authorized Signature

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This purchase order may be renewed for an additional period of time not exceeding the original period of time, provided both parties agree to do so prior to the expiration of the original purchase order. The renewed purchase order shall be for the original purchase order unit price, terms and conditions, plus any approved changes. The renewed purchase order may be cancelled at any time by providing 60 days written notice.

Lease shall include delivery, setup, installation, removal, analyst services and onsite user training.

All supplies except paper shall be included at no additional charge for the life of the purchase order.

Ownership: The equipment is and shall at all times be and remain the property of the vendor.

The State shall exercise due care in the use, operations and maintenance of the equipment and shall not use, operate or maintain the equipment improperly.

TxDMV shall be relieved from risks of loss or damage to all equipment leased during the period of transportation, installation, and during the entire time the equipment is in the possession of TxDMV except when loss or damage is due to the fault or negligence of TxDMV.

The State shall not obtain property or casualty insurance protecting the vendor's equipment on State property. The vendor may obtain such insurance for its own account and assumes all costs associated with such insurance.

Maintenance: There shall be no escalation of maintenance costs for the duration of the lease period. The vendor shall keep equipment fully operations for the duration of the lease period. The vendor shall assume the cost of all repairs to the equipment including parts, labor, transportation and travel expenses.

Service technicians shall be fully qualified to work on the specific equipment, and shall have factory training with a minimum of one-year hands on experience working on the specific equipment. Normal maintenance coverage shall be Monday through Friday, 8:00 AM to 5:00 PM. Vendor shall respond to maintenance calls within four (4) business hours.

TxDMV believes a lease is unlikely to be cancelled prior to the full lease term. However, TxDMV may terminate a lease period, with no termination charges assessed, when either funds are not appropriated by the Texas Legislature or for vendor non-performance in these instances:

- * Consistent failure to respond to service calls within the required time frame. Consistent failure is defined as not responding at any or all locations on two (2) out of three (3) consecutive occurrences.
- * On-Site maintenance performed by unqualified technicians. If TxDMV determines that the technician is unable to perform in accordance with the service requirements or fails to communicate effectively, the vendor shall immediately remove the technician.

Hardware upgrades are negotiable, are at TxDMV's discretion and shall be changed to TxDMV. Upgrades will not extend past the duration of the lease period regardless of when added.

Technology Upgrades: Any software or firmware full service maintenance upgrades available during the term of the lease shall be offered at no additional cost to TxDMV.

Upon expiration of lease Vendor must sanitize (multiple pass overwrite) the internal hard drive of the copier. The Vendor must provide TxDMV an attestation which includes the serial number of the copier that the hard drive was removed from and the date it was sanitized.

Payment:

Payment will be made in accordance with the Texas Prompt Payment Act, TGC, Subtitle F, Chapter 2251. Vendor shall submit one copy of a correct itemized invoice showing the purchase order number, payee ID., remit to address, and phone number on invoice. Vendors may submit an electronic invoice. All electronic invoices shall be sent to DMV_FIN-INVOICES@txdmv.gov (note: There is an underscore "_" between DMV and FIN). All invoices received at the email address will be filed for future reference and you will receive a receipt confirmation email. To avoid the confusion of duplicate invoices, please do not send other copies of this invoice via regular mail, fax or other means. On emails for electronic invoices, include the company name (as it appears on the invoice) and the purchase order number in the subject line to assist in identifying and processing your invoices in a timely manner. TxDMV will not incur any penalty for late payment if payment is made in 30 days or less from receipt of goods or services and a correct invoice, which-ever is later.

Note: warrants will not be issued to a vendor without a current Texas Identification Number.

Installation instructions:

The unit shall be supplied with complete installation instructions. Instructions shall be as detailed as possible.

Quantity(ies):

Quantities are estimated: TxDMV does not guarantee to purchase any minimum or maximum quantity. TxDMV 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).

Cancellation:

This Purchase Order may be cancelled by TxDMV with a thirty (30) day written notice.

This purchase order may be renewed with the same Terms and Conditions as long as the referenced DIR Contract remains in force, a need exists, and both parties agree.

Vendor Contact: Maryellen Absher, Phone: 512-237-0259 and/or email: maryellen.absher@tbs.toshiba.com

TxDMV Contact: Brandy Garcia, (512) 465-4215, Brandy.Garcia@TxDMV.gov

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Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
1-1	Toshiba copier e-Studio 5516ACT (Color) Copier Lease.	985/58	7.0000	MO	\$303.19000	\$2,122.33	02/01/2020
						Schedule Total	\$2,122.33
Contract ID: 000000087				ReqID: 0000008676			
Service period: 02/01/2020 thru 08/31/2020 (Fiscal Year 2020). Months 1 to 7 of a 48 month lease							
Hardware Configuration: e-Studio 5516ACT, MR4000b 300 sheet DADF, MJ1109b Console finisher with stapling, MJ6105 holepunch, GD1370n fax, power filter							
Hardware Payment for term of 48 Month Lease = \$226.11 Monthly Base Service Fee Billed Monthly Overages billed monthly \$21.75 of the Monthly Hardware Lease Payment is for Incidental Charges							
Monthly Base Service Program will include 6000 Black White copies per month @ \$.00655: Monthly Base Fee: \$39.30 Monthly will include 1000 color copies per month @ 0.03778: Monthly Base Fee: \$37.78. Total monthly base Black White + Color = \$77.08 Monthly. Base Service Fee Billed Monthly Overages billed monthly Overages for black and white copies are \$.00655 and for color copies .03778.							
Total Monthly payment including the Hardware Lease Payment \$226.11+ Monthly Service \$77.08 = \$303.19 per month. (excludes any applicable overages) Includes All Parts, Labor, Toner and Staples.							
Equipment is to be leased in accordance of the terms and conditions of the State of Texas Department of Information Resources Contract No. DIR-TSO-3042 Appendix D Master Lease Agreement. It is acknowledged and agreed that this purchase order constitutes a schedule as defined in the Master Lease Agreement.							
						Item Total for Line # 1	\$2,122.33
Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
2-1	Color Copy / Print. Overage: 1,001+ (per month) billed @ 0.3778	985/58	1000.0000	EA	\$0.37780	\$377.80	02/01/2020
						Schedule Total	\$377.80
Contract ID: 000000087				ReqID: 0000008676			
						Item Total for Line # 2	\$377.80

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Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
3-1	Black & White Copy/Print. Overage: 6,001+ (per month) billed @0.0065 ea	985/58	1000.0000	EA	\$0.00650	\$6.50	02/01/2020
						Schedule Total	<input type="text" value="\$6.50"/>
Contract ID: 000000087				ReqID: 0000008676			
						Item Total for Line # 3	<input type="text" value="\$6.50"/>
Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
4-1	Toshiba eStudio 5516ACT Copier - Months 8-19	985/58	12.0000	MO	\$303.19000	\$3,638.28	09/01/2020
						Schedule Total	<input type="text" value="\$3,638.28"/>
				ReqID: 0000009360			
Service period: 09/01/2020 thru 08/31/2021 (Fiscal Year 2021). Months 8-19 of a 48 month lease							
Equipment Total for term of 48 month lease = \$226.11 Toshiba ESTUDIO5516ACT MR4000 - 300 Sheet RADF MJ1109B - Console Finisher w/stapling MJ6105 Hole punch GD137ON - Fax Unit / 2nd Line Fax Unit PWRFLTR-XGPCS20D - Power Filter, 120V-20 AMPS							
Monthly Base Service Program includes 6000 black and white copies per month at 0.00655 or \$39.30 and 1000 Color copies per month at 0.03778 or \$37.78. Total monthly base black and white plus color equals \$77.08.							
Total monthly payments including the hardware lese payment \$226.11 plus monthly service \$77.08 equals \$303.19.							
Base Service Fee Billed Monthly and Overages Billed Monthly							
						Item Total for Line # 4	<input type="text" value="\$3,638.28"/>
Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
5-1	Black & White Copy/Print. Overage: 6,001+ (per month) billed @ \$0.00655 ea	985/58	6000.0000	EA	\$0.00655	\$39.30	09/01/2020
						Schedule Total	<input type="text" value="\$39.30"/>
				ReqID: 0000009360			
						Item Total for Line # 5	<input type="text" value="\$39.30"/>

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Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
6-1	Color Copy / Print. Overage: 1,001+ (per month) billed @ 0.3778	985/58	1000.0000	EA	\$0.03778	\$37.78	09/01/2020
						Schedule Total	<input type="text" value="\$37.78"/>
				ReqID:	0000009360		
						Item Total for Line # 6	<input type="text" value="\$37.78"/>
7-1	Toshiba eStudio 5516ACT Copier - Months 20-31 of a 48 month lease	985/58	12.0000	MO	\$303.19000	\$3,638.28	10/20/2021
						Schedule Total	<input type="text" value="\$3,638.28"/>
Contract ID:				ReqID:			
000000087				0000011146			
Service period: 09/01/2021 thru 08/31/2022 (Fiscal Year 2022). Months 20-31 of a 48 month lease							
Equipment Total for term of 48 month lease = \$226.11 Toshiba ESTUDIO5516ACT MR4000 - 300 Sheet RADF MJ1109B - Console Finisher w/stapling MJ6105 Hole punch GD137ON - Fax Unit / 2nd Line Fax Unit PWRFLTR-XGPCS20D - Power Filter, 120V-20 AMPS							
Monthly Base Service Program includes 6000 black and white copies per month at 0.00655 or \$39.30 and 1000 Color copies per month at 0.03778 or \$37.78. Total monthly base black and white plus color equals \$77.08.							
Total monthly payments including the hardware lese payment \$226.11 plus monthly service \$77.08 equals \$303.19.							
Base Service Fee Billed Monthly and Overages Billed Monthly							
						Item Total for Line # 7	<input type="text" value="\$3,638.28"/>
8-1	Black & White Copy/Print. Overage: 6,001+ (per month) billed @0.0065 ea	985/58	6000.0000	EA	\$0.00655	\$39.30	10/20/2021
						Schedule Total	<input type="text" value="\$39.30"/>
Contract ID:				ReqID:			
000000087				0000011146			
						Item Total for Line # 8	<input type="text" value="\$39.30"/>

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Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
9-1	Color Copy / Print. Overage: 1,001+ (per month) billed @ 0.3778	985/58	1000.0000	EA	\$0.03778	\$37.78	10/20/2021
						Schedule Total	\$37.78
Contract ID: 000000087				ReqID: 0000011146			
						Item Total for Line # 9	\$37.78

Total PO Amount \$9,937.35

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.

Texas Department of Motor Vehicles Standard Terms and Conditions can be found at: <http://www.txdmv.gov/contractors-vendors>

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