



Texas Department of Motor Vehicles  
 Business Unit # 60800  
 Purchase Order # 1200740  
 Purchase Order Change Notice (# 4)

**Payment Terms:** NET30 **Freight Terms:** See Detail **Ship Via:** See Detail **PCC:** 0 **Date:** 04/02/12 **PO Method:** DG **Dispatch:** Dispatch Via Print **Rev Dt:** 08/02/21

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

**Vendor:** TONY MARTIN TRUSTEE  
 2205 AUSTIN AVE  
 WACO TX 767011624  
 United States

**Ship To:** 1P12 - Finance Admin Services  
 4000 Jackson Avenue  
 Austin TX 78731  
 United States

**Vendor ID:** 7000935143 1

**Purchaser:** Samantha Lavoie  
**Phone:** 512/465-4180  
**Fax:** 512/465-5641

**Bill To:** 4000 Jackson Avenue  
 Austin TX 78731  
 United States

**Email:** Samantha.Lavoie@txdmv.gov

**Bill To Fax:**

**Bill To Email:** DMV\_FIN-INVOICES@TxDMV.gov

**PO Information:**

**Change Orders:**  
 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 shall be permitted. All change orders must be in writing with a Purchase Order Change Notice (POCN) issued by TxDMV Purchasing Section.

**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 Invoices@txdmv.gov. 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, whichever is later.

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

TxDMV Contact/Contract Monitor:  
 Ann Pierce  
 ann.pierce@TxDMV.gov  
 (512) 465-4100

TxDMV Contract Specialist:  
 Samantha Lavoie  
 samantha.lavoie@txdmv.gov  
 512-465-4199

**Quantities**  
 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 purchases 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 quantities.

The link to the TxDMV Terms and Conditions - <http://www.txdmv.gov/contractors-vendors>

TX Gov Code, Sec. 2167.002, lease payments for district office space for certain agencies and programs.

**Authorized Signature**

*Samantha Lavoie*

**08/06/2021**



Texas Department of Motor Vehicles  
 Business Unit # 60800  
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Current PO #60800 1200740. Term of Lease September 1, 2020 through August 31, 2025.

Requisition Breakdown:

- Months 1 - 12 (September 1, 2020 through August 31, 2021)
- Months 13 - 24 (September 1, 2021 through August 31, 2022)
- Months 25 - 36 (September 1, 2022 through August 31, 2023)
- Months 37 - 48 (September 1, 2023 through August 31, 2024)
- Months 49 - 60 (September 1, 2024 through August 31, 2025)

POCN# 2 PAR 9-29-2016

Reduced Lines 3-6 to the original cost. Subtracted the CPI which I included for the out years in error.  
 Overpayment for FY2016 will be requested from TFC.

POCN #3

Changing buyers from Paula Ramsey to Jason Adams  
 Adding funds for the new lease for Fiscal Year 21 (September 1, 2020 to August 31, 2021).

POCN# 4 SLavoie 8/2/21 Changed buyer from Jason Adams to Samantha Lavoie. Line #8 is for months 13 - 24 of a 60 month lease. Service term beginning September 1, 2021 and ending August 31, 2022

Future Requisitions:

- Months 25 - 36 (September 1, 2022 through August 31, 2023)
- Months 37 - 48 (September 1, 2023 through August 31, 2024)
- Months 49 - 60 (September 1, 2024 through August 31, 2025)

Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
1-1	Waco Regional OfficeRemaining 40 months of current lease term through 08-31-2015.	971/45	12.0000	MO	\$2,985.53000	\$35,826.36	08/30/2014

Schedule Total

**Contract ID:**  
1200740

Item Total for Line # 1

Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
2-1	Waco RSC FY16 - Office Space Rental and Lease Term 9-1-2015 through 8-31- 2020.	971/45	12.0000	MO	\$3,285.53000	\$39,426.36	09/01/2015

Schedule Total

**Contract ID:**  
1200740

**ReqID:**  
0000001181

Item Total for Line # 2

Authorized Signature

*Samantha Lavoie*

08/06/2021



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Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
3-1	Waco RSC FY17 - Office Space Rental or Lease Term 9-1-2015 through 8-31-2020	971/45	12.0000	MO	\$3,185.53000	\$38,226.36	09/01/2016
						<b>Schedule Total</b>	<input type="text" value="\$38,226.36"/>
<b>Contract ID:</b> 1200740				<b>ReqID:</b> 0000001181			
						<b>Item Total for Line # 3</b>	<input type="text" value="\$38,226.36"/>
4-1	Waco RSC FY18 -Office Space Rental or Lease Term 9-1-2015 through 8-31-2020	971/45	12.0000	MO	\$3,185.53000	\$38,226.36	09/01/2017
						<b>Schedule Total</b>	<input type="text" value="\$38,226.36"/>
<b>Contract ID:</b> 1200740				<b>ReqID:</b> 0000001181			
						<b>Item Total for Line # 4</b>	<input type="text" value="\$38,226.36"/>
5-1	Waco RSC FY18 -Office Space Rental or Lease Term 9-1-2015 through 8-31-2020	971/45	12.0000	MO	\$3,185.53000	\$38,226.36	09/01/2018
						<b>Schedule Total</b>	<input type="text" value="\$38,226.36"/>
<b>Contract ID:</b> 1200740				<b>ReqID:</b> 0000001181			
						<b>Item Total for Line # 5</b>	<input type="text" value="\$38,226.36"/>
6-1	Waco RSC FY18 -Office Space Rental or Lease Term 9-1-2015 through 8-31-2020	971/45	12.0000	MO	\$3,185.53000	\$38,226.36	09/01/2019
						<b>Schedule Total</b>	<input type="text" value="\$38,226.36"/>
<b>Contract ID:</b> 1200740				<b>ReqID:</b> 0000001181			
						<b>Item Total for Line # 6</b>	<input type="text" value="\$38,226.36"/>

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7-1	Waco RSC FY21 - Office Space Rental or Lease Term (Sept 1, 2020 though August 31, 2021)	971/45	12.0000	MO	\$3,780.00000	\$45,360.00	08/24/2020
						Schedule Total	\$45,360.00
<b>Contract ID:</b> 1200740				<b>ReqID:</b> 0000009487			
						Item Total for Line # 7	\$45,360.00
Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
8-1	Waco RSC FY22 - Office Space Rental or Lease Term (Sept 1, 2021 though August 31, 2022)	971/45	12.0000	MO	\$3,780.00000	\$45,360.00	08/13/2021
						Schedule Total	\$45,360.00
<b>Contract ID:</b> 1200740				<b>ReqID:</b> 0000010765			
						Item Total for Line # 8	\$45,360.00
						Total PO Amount	\$318,878.16

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.

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<b>Line-Sch:</b> 6-1	<b>Line Description:</b> Waco RSC FY18 -Office Space Rental or Lease Term 9-1-2015 through 8-31-2020	<b>Class/Item:</b> 971/45	<b>Quantity:</b> 12.0000	<b>UOM:</b> MO	<b>Unit Price:</b> \$3,185.53000	<b>Extended Amt:</b> \$38,226.36	<b>Due Date:</b> 09/01/2019
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