Texas Department of Motor Vehicles
Business Unit # 60800
Purchase Order # 0000004270

Payment Terms: **NET30** Freight Terms: **FOB Destination** Ship Via: **NA** PCC: **S** Date: **08/08/17** 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: NEW HORIZONS COMPUTER LEARNING CENTER OF
STE 320
300 E HIGHLAND MALL BLVD
AUSTIN TX 787523746
United States

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

Bill To: 4000 Jackson Avenue
Austin TX 78731
United States

Vendor ID: 1200839056 4

Purchaser: Paula A Ramsey
Phone: 512/465-4193
Fax: 512/465-5641
Email: Paula.Ramsey@TxDMV.gov

Fax:
Email: DMV_FIN-INVOICES@TxDMV.gov

PO Information:

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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.
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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.
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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).
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Period of performance is for two years from 9-1-2017 through 8-31-2019, with two (2) two-year renewal options

Awarded vendor will work with TXDMV and the Comptroller of Public Accounts (CPA) to implement this system through CAPPS per the RFP and the RFP response.

Full payment in advance and the setup shouldn't take over 2 weeks from payment.
If for some reason the system cannot work within the scope of the CPA CAPPS System and the vendor cannot stand up/implement the TxDMV Human Resources Online Training TxDMV will request a refund of the full payment that will be made in advance of all of the work being completed.

TxDMV Contact: Human Resource Director, Sharon Brewer 512-465-4245 Sharon.Brewer@TxDMV.gov

Vendor Contact: Chuck Weisbrich 210-316-7471 Chuck.Weisbrich@nhcomputerlearning.com

Authorized Signature

Paula Ramsey, CTCM, CTPM

08/10/2017

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Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
1- 1	HR Online Training Education Content Provider Services. Up to 737 users licenses. Any over 737 will be billed separately for the additional license at $39.74 each. Period of service is for 2 years, 8-14-2017 through 8-13-2019.	956/85	737.0000	EA	$39.74000	$29,288.38	08/09/2017

Schedule Total $29,288.38

ReqID:
0000004077

Item Total for Line # 1 $29,288.38

Total PO Amount $29,288.38

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

Authorized Signature

Paula Ramsey, CTCM, CTPM

08/10/2017