



Texas Department of Motor Vehicles
Business Unit # 60800
Purchase Order # 0000004282
Purchase Order Change Notice (# 3)

Payment Terms: **NET30** Freight Terms: **FOB Destination** Ship Via: **See Detail** PCC: **0** Date: **08/10/17** PO Method: **DG** Dispatch: **Dispatch Via Print** Rev Dt: **07/11/18**

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

Vendor: HERRERO & COMPANY LLC
 2632 BROADWAY ST STE 402N
 SAN ANTONIO TX 78215-1147
United States

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

Vendor ID: 1821251867 6

Bill To: 4000 Jackson Avenue
 Austin TX 78731
 United States

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:

Lease Payments

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

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 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.

State Lease 20537 San Antonio RSC
 Located at:
 Comanche Hills Shopping Center
 15150 Nocogdoches Road
 San Antonio, TX 78247
 Bexar County, Texas

This lease shall be for a period of 120 months commencing on the 1st day of September 2017 and ending on the 31st day of August 2027 unless sooner terminated as hereinafter provided.
 By mutual agreement between Lessee and Lessor, this lease may be renewed up to 2 times for a period up to 60 months each, under the same terms and conditions.
 The first eligible CPI rent adjustment for this lease will be April 2018

Facilities Contact: Ann Pierce
 Telephone: 512-465-4100

Authorized Signature

Paula Ramsey, CTM, CTPM

07/11/2018



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POCN# 1 PAR 8-17-2017
 Changed vendor from Acharya Investments LLC to Herrero Company.

POCN# 2 PAR 3-30-2018
 CAPPs Error

POCN# 3 PAR 7-11-2018
 Adding funds for FY2019 - 9-1-2018 through 8-31-2019.

Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
1- 1	Lease# 20537 San Antonio Regional Service Center. Period of Service is 9-1-2017 through August 31, 2027. This purchase order line is for the period of 9-1-2017 though 8-31-2018.	971/45	12.0000	MO	\$6,818.73000	\$81,824.76	08/10/2017
						Schedule Total	<input type="text" value="\$81,824.76"/>
<u>Contract ID:</u> 0000004282				<u>ReqID:</u> 0000004338			
						Item Total for Line # 1	<input type="text" value="\$81,824.76"/>
2- 1	Lease# 20537 San Antonio Regional Service Center. Period of Service is 9-1-2017 through August 31, 2027. This purchase order line is for the period of 9-1-2018 though 8-31-2019.	971/45	12.0000	MO	\$6,818.73000	\$81,824.76	08/31/2018
						Schedule Total	<input type="text" value="\$81,824.76"/>
<u>Contract ID:</u> 0000004282				<u>ReqID:</u> 0000006318			
						Item Total for Line # 2	<input type="text" value="\$81,824.76"/>

Total PO Amount

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

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

Authorized Signature

Paula Ramsey, CTM, CTPM

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