



Texas Department of Motor Vehicles
Business Unit # 60800
Purchase Order # 0000005947
Purchase Order Change Notice (# 1)

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Payment Terms: **NET30** Freight Terms: **FOB Destination** Ship Via: **NA** PCC: **0** Date: **09/24/18** PO Method: **DG** Dispatch: **Dispatch Via Print** Rev Dt: **04/15/19**

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

Vendor: STATE AUDITOR'S OFFICE
PO BOX 12067
AUSTIN TX 787112067
United States

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

Vendor ID: 3308308308 0

Bill To: 4000 Jackson Avenue
Austin TX 78731
United States

Purchaser: Rodrigo Garcia
Phone: 512/465-4181
Fax: 512/465-5641
Email: Rodrigo.Garcia@txdmv.gov

Fax:
Email: DMV_FIN-INVOICES@TxDMV.gov

PO Information:

Employee Training Act:

The training or education must be related to the duties or prospective duties of the administrator or employee. Texas Government Code, Title 6, Subtitle C, Chapter 656, Subchapter A, Sec. 656.041

Interagency Agreement Contract Act:

Texas Government Code, Title 7, Chapter 771

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).

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.

TxDMV contact: Jacob Geray, (512) 465-1332, Jacob.Geray@TxDMV.gov

Vendor contact: Jo Dale Guzman, (512) 936-9460, jodale.guzman@sao.texas.gov

POCN #1 by Rodrigo Garcia on 04/15/2019.

Authorized Signature

Rodrigo Garcia

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Line 13 for Jason Gonzalezs training.

Moved from "Motivational Interviewing and Neuro-linguistic Programming Primer for Audit Professionals. Date(s): May 02, 2019. Time: 8:15AM - 4:30PM" to "Leadership in Internal Auditing - Building the Next Generation of Internal Auditing Leaders. Date(s): Jun 04, 2019 - Jun 05, 2019. 8:15AM - 4:30PM. JOHN M. KEEL LEARNING CENTER. Austin, New cost is \$399.00.

Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
1- 1	SAO - Behavior & Communication Skills for Auditors. Date(s): Oct 25, 2018. Time: 8:15AM - 4:30PM. Location: JOHN M. KEEL LEARNING CENTER. City: Austin, Texas. Attendee: Derrick Miller.	963/64	1.0000	EA	\$229.00000	\$229.00	10/25/2018
						Schedule Total	\$229.00
						<u>ReqID:</u> 0000006772	
						Item Total for Line # 1	\$229.00
2- 1	SAO - Auditing Vendor Management. Date(s): Dec 03, 2018 - Dec 04, 2018. Time: 8:15AM - 4:30PM. Location: JOHN M. KEEL LEARNING CENTER. City: Austin Texas. Attendee: Derrick Miller	963/64	1.0000	EA	\$429.00000	\$429.00	12/04/2018
						Schedule Total	\$429.00
						<u>ReqID:</u> 0000006772	
						Item Total for Line # 2	\$429.00

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Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
3- 1	SAO - The 8 Levels of Cultural Competence when Conducting Audits. Date(s): Jan 15, 2019. Time: 8:15AM - 4:30PM. Location: JOHN M. KEEL LEARNING CENTER. City: Austin, Texas. Attendee: Sandra Menjivar-Suddeath	963/64	1.0000	EA	\$279.00000	\$279.00	01/15/2019
						Schedule Total	\$279.00
						<u>ReqID:</u> 0000006762	
						Item Total for Line # 3	\$279.00
4- 1	SAO - Manager's Guide to CyberSecurity Risk Assessment and Management and Audit Priorities. Date(s): Dec 17, 2018. Time: 8:15AM - 4:30PM. Location: JOHN M. KEEL LEARNING CENTER. City: Austin, Texas. Attendee: SMenjivar-Suddeath.	963/64	1.0000	EA	\$279.00000	\$279.00	12/17/2018
						Schedule Total	\$279.00
						<u>ReqID:</u> 0000006762	
						Item Total for Line # 4	\$279.00

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Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
5- 1	SAO - Investigating Internal Fraud and Conducting Investigations. Date(s): May 20, 2019 - May 21, 2019. Time: 8:15AM - 4:30PM. Location: JOHN M. KEEL LEARNING CENTER. City: Austin, Texas. Attendee: SMenjivar-Suddeath.	963/64	1.0000	EA	\$299.00000	\$299.00	05/21/2019
						Schedule Total	\$299.00
						<u>ReqID:</u> 0000006762	
						Item Total for Line # 5	\$299.00
6- 1	SAO - Fraud Cases and thier Impact on Govt. Auditors and Managers. Date(s): Nov 28, 2018. Time: 8:15AM - 4:30PM. Location: JOHN M. KEEL LEARNING CENTER. City: Austin, Texas. Attendee: Francis Barker.	963/64	1.0000	EA	\$249.00000	\$249.00	11/28/2018
						Schedule Total	\$249.00
						<u>ReqID:</u> 0000006761	
						Item Total for Line # 6	\$249.00

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Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
7- 1	SAO - Analyze Smarter: Intelligent Data Analysis in Excel. Date(s): Jan 30, 2019 - Jan 31, 2019. Time: 8:15AM - 4:30PM. Location: SAO COMPUTER TRAINING ROOM. City: Austin, Texas. Employee: Jacob Geray.	963/64	1.0000	EA	\$579.00000	\$579.00	01/31/2019
						Schedule Total	\$579.00
						<u>ReqID:</u> 0000006775	
						Item Total for Line # 7	\$579.00
8- 1	SAO - Advanced Auditing Methods and Techniques for 2020. Date(s): Apr 24, 2019 - Apr 25, 2019. Time: 8:15AM - 4:30PM. Location: JOHN M. KEEL LEARNING CENTER. Austin, Texas. Attendee: Jacob Geray.	963/64	1.0000	EA	\$299.00000	\$299.00	04/25/2019
						Schedule Total	\$299.00
						<u>ReqID:</u> 0000006775	
						Item Total for Line # 8	\$299.00

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Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
9- 1	SAO - Manager's Guide to CyberSecurity Risk Assessment and Mgmt and Audit Priorities. Date(s): Dec 17,2018. Time: 8:15AM - 4:30PM. Location: JOHN M. KEEL LEARNING CENTER. City: Austin, Texas. Attendee: Frances Barker.	963/64	1.0000	EA	\$279.00000	\$279.00	12/17/2018
						Schedule Total	\$279.00
						<u>ReqID:</u> 0000006761	
						Item Total for Line # 9	\$279.00
10- 1	SAO - Investigating Internal Fraud and Conducting Investigations. Date(s): May 20, 2019 - May 21, 2019. Time: 8:15AM - 4:30PM. Location: JOHN M. KEEL LEARNING CENTER. City: Austin, Texas. Attendee: Frances Barker.	963/64	1.0000	EA	\$299.00000	\$299.00	05/21/2019
						Schedule Total	\$299.00
						<u>ReqID:</u> 0000006761	
						Item Total for Line # 10	\$299.00

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Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
11- 1	SAO - Embedding Critical Thinking in the Internal Audit Process. Date(s): Jul 15, 2019. Time: 8:15AM - 4:30PM. Location: JOHN M. KEEL LEARNING CENTER. City: Austin, Texas. Attendee: Frances Barker.	963/64	1.0000	EA	\$229.00000	\$229.00	07/15/2019
						Schedule Total	\$229.00
						<u>ReqID:</u> 0000006761	
						Item Total for Line # 11	\$229.00
12- 1	SAO - Presenting Audit Results Brilliantly through Reports. Date(s): Feb 06, 2019- Time: 8:15AM - 4:30PM. Location: JOHN M. KEEL LEARNING CENTER. City: Austin, Texas. Attendee: Jason Gonzalez.	963/64	1.0000	EA	\$249.00000	\$249.00	02/06/2019
						Schedule Total	\$249.00
						<u>ReqID:</u> 0000006774	
						Item Total for Line # 12	\$249.00

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Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
13- 1	SAO - Leadership in Internal Auditing - Building the Next Generation of Internal Auditing Leaders. Date(s): Jun 04, 2019 - Jun 05, 2019. Time: 8:15AM - 4:30PM. Location: JOHN M. KEEL LEARNING CENTER. City: Austin, Texas. Attendee: Jason Gonzalez.	963/64	1.0000	EA	\$399.00000	\$399.00	04/02/2019
						Schedule Total	\$399.00
						ReqID: 0000006774	
						Item Total for Line # 13	\$399.00
14- 1	SAO - Fraud Cases and Their Impact on Government Auditors and Managers. Date (s): Nov 28, 2018. Time: 8:15AM - 4:30PM. Location: JOHN M. KEEL LEARNING CENTER. City: Austin, Texas. Attendee: Jason Gonzalez.	963/64	1.0000	EA	\$249.00000	\$249.00	11/28/2018
						Schedule Total	\$249.00
						ReqID: 0000006774	
						Item Total for Line # 14	\$249.00
						Total PO Amount	\$4,346.00

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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