



Texas Department of Motor Vehicles
Business Unit # 60800
Purchase Order # 0000006600
Purchase Order Change Notice (# 1)

Payment Terms: **NET30** Freight Terms: **FOB Destination** Ship Via: **US MAIL** PCC: **I** Date: **03/01/19** PO Method: **DG** Dispatch: **Dispatch** Rev Dt: **03/15/19**
Via Print

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

Vendor: SITEIMPROVE, INC.
 1 CAPITOL MALL STE 670
 SACRAMENTO CA 95814-3265
 United States

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

Vendor ID: 1203425009 7

Bill To: 4000 Jackson Avenue
 Austin TX 78731
 United States

Purchaser: Sarah Marie Gresham
Phone: 512/465-4199
Fax: 512/465-5641
Email: Sarah.Gresham@txdmv.gov

Fax:
Email: DMV_FIN-INVOICES@TxDMV.gov

PO Information:

Siteimprove SaaS Subscription (DIR-TSO-3814).
 Reference attached Quote #78280, dated 2/27/2019.

Service:
 Prioritize and Manage Website Accessibility (Complete) - Up to 2,500 pages
 Usability - 10 Maps
 Response - 3 Checkpoints
 PDF Checker - Up to 500 PDFs
 Site: <https://www.txdmv.gov/>

Period of Performance: March 1, 2019 - February 29, 2020

TxDMV Contacts:
 Drake Kirk
 (512) 465-4255
 Drake.Kirk@TxDMV.gov

AND

Mari Henson
 (512) 465-1443
 Mari.Henson@TxDMV.gov

Vendor Contact:
 Sarah Ager
 (612) 259-0672
 sca@siteimprove.com

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

Authorized Signature

Sarah M. Gresham, CPM, CRO

03/15/2019



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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.

This procurement is governed by the terms and conditions in DIR Contract Number DIR-TSO-3814. The terms and conditions contained in DIR-TSO-3814 supersede any terms referenced on this Purchase Order.

POCN 01:Changed Term of Service from 3/1/2019 - 2/28/2020 to 3/1/2019 -2/29/2020. - SMG 3/15/2019

Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
1- 1	Siteimprove Professional Suite. Term of Service: March 1, 2019 - February 29, 2020.	920/03	1.0000	YR	\$5,100.47000	\$5,100.47	02/28/2020
						Schedule Total	<input type="text" value="\$5,100.47"/>
<u>Contract ID:</u> 0000006600				<u>ReqID:</u> 0000007114			
						Item Total for Line # 1	<input type="text" value="\$5,100.47"/>

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.

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

Authorized Signature

Sarah M. Gresham, CPM, CTEP

03/15/2019