



**Texas Department of Motor Vehicles**  
**Texas SmartBuy**  
**Business Unit # 60800**  
**Purchase Order # 0000006607**

Payment Terms: **NET30** Freight Terms: **PREPAY AND ADD** Ship Via: **VNDR** PCC: **A** Date: **03/05/19** PO Method: **AT** Dispatch: **Dispatch Via Print** Rev Dt:

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

**Vendor:** WORKQUEST  
1011 E 53rd St  
AUSTIN TX 78751  
United States

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

**Vendor ID:** 1741976051 1

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

**Purchaser:** Shawn C Goodnight  
**Phone:** 512/465-4197  
**Fax:** 512/465-5641  
**Email:** Shawn.Goodnight@txdmv.gov

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

**PO Information:**

Texas Industries for the Blind and Handicapped (TIBH):  
Human Resources Code, Title 8, Chapter 122, Section 122.001 and Texas Government Code, Title 10, Chapter 2155, Sections 2155.138 and 2155.441

**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.

Vendor shall place purchase order number on each carton and shipping label.

TxSmartBuy purchase order #19086075 attached.

Per State of Texas contract pricing  
Contract: 620-A1  
Contract: 832-A1  
Contract: 615-A1

TxDMV Contact:  
Claudia Leal  
Claudia.Leal1@TxDMV.gov  
(512) 374-5396

TIBH Contact:

**Authorized Signature**

**03/08/2019**



**Texas Department of Motor Vehicles**  
**Texas SmartBuy**  
**Business Unit # 60800**  
**Purchase Order # 0000006607**

Audrey Cedillo  
 smartbuy@tibh.org  
 (512) 451-8145

| Line-Sch | Line Description  | Class/Item | Quantity | UOM | Unit Price           | Extended Amt                   | Due Date   |
|----------|---|------------|----------|-----|----------------------|--------------------------------|------------|
| 1- 1     | Pen, Rollerball, Gel Ink, Retractable,Rubber Grip, General Use, PlusFreight Order Less Than \$25Attribute 1: Fine Blue-62080220221. Item #62080220106 | 620/80     | 3.0000   | EA  | \$9.30000            | \$27.90                        | 03/21/2019 |
|          |   |            |          |     |                      | <b>Schedule Total</b>          | \$27.90    |
|          |   |            |          |     | ReqID:<br>0000007410 |                                |            |
|          | Contract: 620-A1  |            |          |     |                      | <b>Item Total for Line # 1</b> | \$27.90    |
| 2- 1     | Tape, Transparent, Refill, 1" x 1000",Core 1", Multi-Purpose, 6/Pack,Freight Order Less Than \$50. Item #83220112                                     | 832/20     | 4.0000   | EA  | \$5.91000            | \$23.64                        | 03/21/2019 |
|          |   |            |          |     |                      | <b>Schedule Total</b>          | \$23.64    |
|          |   |            |          |     | ReqID:<br>0000007410 |                                |            |
|          | Contract: 832-A1  |            |          |     |                      | <b>Item Total for Line # 2</b> | \$23.64    |

Authorized Signature

*S Gosdnight*

03/08/2019



Texas Department of Motor Vehicles  
Texas SmartBuy  
Business Unit # 60800  
Purchase Order # 0000006607

| Line-Sch         | Line Description  | Class/Item | Quantity | UOM | Unit Price | Extended Amt            | Due Date   |
|------------------|---|------------|----------|-----|------------|-------------------------|------------|
| 3- 1             | Self Stick Note Pad, 1.5" x 2",<br>100Sheet/Pad, 12 Pads/Pkg,<br>PlusFreight Less Than 12<br>Pkg. Item #61562381501               | 615/62     | 4.0000   | EA  | \$4.58000  | \$18.32                 | 03/21/2019 |
|                  |   |            |          |     |            | Schedule Total          | \$18.32    |
|                  |   |            |          |     |            | ReqID:                  | 0000007410 |
| Contract: 615-A1 |   |            |          |     |            | Item Total for Line # 3 | \$18.32    |
| 4- 1             | Self Stick Note Pad, 3" x 3",<br>Yellow,100 Sheets/Pad, 12<br>Pads/Pkg, PlusFreight Order<br>Less Than \$25. Item<br>#61562384000 | 615/62     | 4.0000   | EA  | \$9.39000  | \$37.56                 | 03/21/2019 |
|                  |   |            |          |     |            | Schedule Total          | \$37.56    |
|                  |   |            |          |     |            | ReqID:                  | 0000007410 |
| Contract: 615-A1 |   |            |          |     |            | Item Total for Line # 4 | \$37.56    |
| 5- 1             | Highlighter, Wedge Tip, 12<br>Each,Plus Freight Order Less<br>Than \$25Attribute 1:<br>62090363003-Yellow. Item<br>#62090361007   | 620/90     | 2.0000   | EA  | \$6.49000  | \$12.98                 | 03/21/2019 |
|                  |   |            |          |     |            | Schedule Total          | \$12.98    |
|                  |   |            |          |     |            | ReqID:                  | 0000007410 |
| Contract: 620-A1 |   |            |          |     |            | Item Total for Line # 5 | \$12.98    |

Authorized Signature

*S Goodnight*

03/08/2019



Texas Department of Motor Vehicles  
Texas SmartBuy  
Business Unit # 60800  
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| Line-Sch   | Line Description   | Class/Item | Quantity | UOM | Unit Price | Extended Amt            | Due Date   |
|--|--|------------|----------|-----|------------|-------------------------|------------|
| 6- 1   | Index Tabs, Daily 1-31,<br>Multi-Color Tabs, 8 1/2" x<br>11", White HeavyWeight.<br>Item #61511062509  | 615/11     | 30.0000  | EA  | \$2.97000  | \$89.10                 | 03/21/2019 |
|  |  |            |          |     |            | Schedule Total          | \$89.10    |
|  |  |            |          |     |            | ReqID:                  | 0000007410 |
| Contract: 615-A1   |  |            |          |     |            | Item Total for Line # 6 | \$89.10    |
| 7- 1   | Index Tabs, Daily 1-31,<br>Multi-Color, Letter Sz White<br>Hvy Wt ( Min. Order<br>Quantity: 10). Item<br>#61511062509  | 615/11     | 10.0000  | PKG | \$2.97000  | \$29.70                 | 03/21/2019 |
|  |  |            |          |     |            | Schedule Total          | \$29.70    |
|  |  |            |          |     |            | ReqID:                  | 0000007410 |
| 20 are replacing FAS borrowed for DL project<br>similar to Avery Ready Index 1-31 tab multicolor #470245 |  |            |          |     |            |                         |            |
| Contract: 615-A1   |  |            |          |     |            | Item Total for Line # 7 | \$29.70    |
| 8- 1   | Pen, Rollerball, Gel Ink,<br>Retractable,Rubber Grip,<br>General Use, PlusFreight<br>Order Less Than \$25Attribute<br>1: Fine Black- 62080220122.<br>Item #62080220106 | 620/80     | 2.0000   | PKG | \$9.30000  | \$18.60                 | 03/21/2019 |
|  |  |            |          |     |            | Schedule Total          | \$18.60    |
|  |  |            |          |     |            | ReqID:                  | 0000007410 |
| Contract: 620-A1   |  |            |          |     |            | Item Total for Line # 8 | \$18.60    |

Authorized Signature

*S. Gosdnight*

03/08/2019



**Texas Department of Motor Vehicles**  
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Page: 5 of 5

**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**

*S. Gosdnight*

**03/08/2019**



# Purchase Order

## PO No. 19086189

Order Date: 3/8/2019

Internal Tracking No.: 0000006607

**Contractor Info**

WorkQuest (formerly TIBH)  
17419760511  
1011 East 53 1/2 Street  
Austin, TX 78751

(512) 451-8145

**Bill To**

4000 JACKSON AVENUE  
AUSTIN TX 78731

**Ship To**

Texas Department Of Motor Vehicles - 608  
4000 JACKSON AVENUE  
AUSTIN TX 78731

**NOTE TO CONTRACTOR:** TxDMV Contact:

ClaudiaLeal  
Claudia.Leal1@TxDMV.gov  
(512) 374-5396

**Disclaimer**

The State of Texas is exempt from all Federal Excise Taxes except as noted in each contract.

**STATE AND CITY SALES TAX EXEMPTION CERTIFICATE:**

The undersigned claims an exemption from taxes under Texas Tax Code, Section 151.309(4), for purchase of tangible personal property described in this numbered order, purchased from contractor and/or shipper listed above, as this property is being secured for the exclusive use of the State of Texas, or a Texas County, City, Special District, or Other Political Subdivision.

*Bobby Pounds*

**Texas Comptroller of Public Accounts – Statewide Procurement Division**

| Agency                                   | Purchaser       | Email  | Phone          |
|--|-----------------|--|----------------|
| Texas Department Of Motor Vehicles - 608 | Shawn Goodnight | <a href="mailto:Shawn.Goodnight@TxDMV.gov">Shawn.Goodnight@TxDMV.gov</a> | (512) 465-4197 |

| Line # | NIGP Code | Commodity Code/ Supplier Part # | Item  | QTY | UOM | Unit Price | Extended Price |
|--------|-----------|---------------------------------|---|-----|-----|------------|----------------|
| 1      | 61511     | 61511062509                     | <b>Index Tabs, Daily 1-31, Multi-Color Tabs, 8 1/2" x 11", White Heavy Weight</b><br>Contract: 615-A1<br>Contract Type: Term<br>Delivery ARO (days): 10<br>Delivery Date: 3/18/2019 | 10  | PKG | 2.97       | \$29.70        |

**Total \$29.70**



# Purchase Order

## PO No. 19086189

Order Date: 3/8/2019

Internal Tracking No.: 0000006607

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17419760511  
1011 East 53 1/2 Street  
Austin, TX 78751

(512) 451-8145

**Bill To**

4000 JACKSON AVENUE  
AUSTIN TX 78731

**Ship To**

Texas Department Of Motor Vehicles - 608  
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**NOTE TO CONTRACTOR:** TxDMV Contact:

ClaudiaLeal  
Claudia.Leal1@TxDMV.gov  
(512) 374-5396

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*Bobby Pounds*

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| Agency                                   | Purchaser       | Email  | Phone          |
|--|-----------------|--|----------------|
| Texas Department Of Motor Vehicles - 608 | Shawn Goodnight | <a href="mailto:Shawn.Goodnight@TxDMV.gov">Shawn.Goodnight@TxDMV.gov</a> | (512) 465-4197 |

| Line # | NIGP Code | Commodity Code/ Supplier Part # | Item  | QTY | UOM | Unit Price | Extended Price |
|--------|-----------|---------------------------------|---|-----|-----|------------|----------------|
| 1      | 61511     | 61511062509                     | <b>Index Tabs, Daily 1-31, Multi-Color Tabs, 8 1/2" x 11", White Heavy Weight</b><br>Contract: 615-A1<br>Contract Type: Term<br>Delivery ARO (days): 10<br>Delivery Date: 3/18/2019 | 10  | PKG | 2.97       | \$29.70        |

**Total \$29.70**