



Texas Department of Motor Vehicles
 Business Unit # 60800
 Purchase Order # 0000007221

Payment Terms: **NET30** Freight Terms: **FOB Destination** Ship Via: **US MAIL** PCC: **0** Date: **09/0** PO Method: **SV** 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: See Detail Below

Vendor ID: 1741976051 1

Bill To: 4000 Jackson Avenue
 Austin TX 78731
 United States

Purchaser: Debra A Rosas
Phone: 512/465-1257
Fax: 512/465-5641
Email: Debra.Rosas@txdmv.gov

Fax:
Email: DMV_FIN-INVOICES@TxDMV.gov

PO Information:

WORKQUEST:
 Human Resources Code, Title 8, Chapter 122, Section 122.001 and Texas Government Code, Title 10, Chapter 2155, Sections 2155.138 and 2155.441

ORIGINAL SERVICE TERM: JULY 1, 2015 - JUNE 30, 2016

OPTION TO RENEW FOR FOUR ONE-YEAR TERMS
 FIRST RENEWAL: JULY 1, 2016 - JUNE 30, 2017
 SECOND RENEWAL: JULY 1, 2017 - JUNE 30, 2018
 THIRD RENEWAL: JULY 1, 2018 - JUNE 30, 2019
 FINAL RENEWAL: JULY 1, 2019 - AUGUST 31, 2020***

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. 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.

Each Service Unit (SVCU) is priced at \$1.00. A SVCU is a TxDMV internal system unit of measure. Vendor shall invoice at the price(s) for work authorized under the purchase order.

Service and pricing in accordance with Texas Department of Motor Vehicles Invitation For Bid 60800-15-IFB001, which includes Attachment A.

Original Term of Service is twelve (12) months from July 1, 2015 through June 30, 2016 with four (4), one (1) year renewal options.

This purchase order may be renewed for additional terms or additional service units with the same Terms and Conditions as long as a need exists, both parties agree and Contractor receives a Purchase Order Change Notice from TxDMV Purchasing Section.

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08/23/2019



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ESCALATION CLAUSE: Vendor may elect to escalate cost to TxDMV at the time of renewal by site at a cost not to exceed 3 percent of existing amount as negotiated at each annual renewal.

Texas Department of Motor Vehicles Headquarters Facilities Services
 Primary Contact: Annette Smelser
 (512) 465-4091
 Annete.Smelser@TxDMV.gov

Texas Department of Motor Vehicles Headquarters Facilities Services
 Secondary Contact: Mike Dominkowitz
 (512) 465-4111
 Michael.Dominkowitz@TxDMV.gov

And/or

Ann Pierce
 (512) 465-4100
 Ann.Pierce@TxDMV.gov

NOTE: On-Site Points of Contact and Regional Service Center Managers do not have the authority to request additional services outside the scope of the contract or make changes to the scope or terms of the contract. Any and all changes to the scope of the contract must be requested of and authorized by Texas Department of Motor Vehicles Headquarters Facilities Services in writing (email is allowed) prior to a change in service.

NOTE: On-Site Points of Contact and Regional Service Center Managers in Houston, Fort Worth and San Antonio may call out for porter services for their designated area up to the maximum shown in the contract and cannot exceed available amounts through the duration of the contract period. Any additionally requested needs must be authorized in writing (email is allowed) by Texas Department of Motor Vehicles Headquarters Facilities Services.

Note: Porter and Floor/Carpet Cleaning Services are to be requested on an as-needed basis. Only On-Site Points of Contact from Houston, Fort Worth and San Antonio may request porter services for their designated areas. Floor/Carpet Services shall be requested by Texas Department of Motor Vehicles Headquarters Facilities Services only and must be in writing (email is allowed).

Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
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1- 1	JANITORIAL SERVICES - ABILENE REGIONAL SERVICE CENTER	910/39	12.0000	MO	\$1,353.07000	\$16,236.84	08/30/2019
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Schedule Total

Contract ID:
000001255A

ReqID:
0000007914

Item Total for Line # 1

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08/23/2019



Texas Department of Motor Vehicles
Business Unit # 60800
Purchase Order # 0000007221

Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
2- 1	JANITORIAL SERVICES - AMARILLO REGIONAL SERVICE CENTER	910/39	12.0000	MO	\$977.47000	\$11,729.64	08/30/2019
						Schedule Total	<input type="text" value="\$11,729.64"/>
<u>Contract ID:</u> 000001255A				<u>ReqID:</u> 0000007914			
Term of Service: September 1, 2019 through August 31, 2020						Item Total for Line # 2	<input type="text" value="\$11,729.64"/>
3- 1	JANITORIAL SERVICES - AUSTIN REGIONAL SERVICE CENTER	910/39	12.0000	MO	\$1,442.00000	\$17,304.00	08/30/2019
						Schedule Total	<input type="text" value="\$17,304.00"/>
<u>Contract ID:</u> 000001255A				<u>ReqID:</u> 0000007914			
Term of Service: September 1, 2019 through August 31, 2020						Item Total for Line # 3	<input type="text" value="\$17,304.00"/>
4- 1	JANITORIAL SERVICES - BEAUMONT REGIONAL SERVICE CENTER	910/39	12.0000	MO	\$1,538.62000	\$18,463.44	08/30/2019
						Schedule Total	<input type="text" value="\$18,463.44"/>
<u>Contract ID:</u> 000001255A				<u>ReqID:</u> 0000007914			
						Item Total for Line # 4	<input type="text" value="\$18,463.44"/>

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08/23/2019



Texas Department of Motor Vehicles
 Business Unit # 60800
 Purchase Order # 0000007221

Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
5- 1	JANITORIAL SERVICES - FORT WORTH REGIONAL SERVICE CENTER	910/39	12.0000	MO	\$2,100.01000	\$25,200.12	08/30/2019
						Schedule Total	<input type="text" value="\$25,200.12"/>
<u>Contract ID:</u> 000001255A				<u>ReqID:</u> 0000007914			
						Item Total for Line # 5	<input type="text" value="\$25,200.12"/>
6- 1	JANITORIAL SERVICES - HOUSTON REGIONAL SERVICE CENTER	910/39	12.0000	MO	\$4,170.26000	\$50,043.12	08/30/2019
						Schedule Total	<input type="text" value="\$50,043.12"/>
<u>Contract ID:</u> 000001255A				<u>ReqID:</u> 0000007914			
Term of Service: September 1, 2019 through August 31, 2020						Item Total for Line # 6	<input type="text" value="\$50,043.12"/>
7- 1	JANITORIAL SERVICES - LONGVIEW REGIONAL SERVICE CENTER	910/39	12.0000	MO	\$1,827.73000	\$21,932.76	08/30/2019
						Schedule Total	<input type="text" value="\$21,932.76"/>
<u>Contract ID:</u> 000001255A				<u>ReqID:</u> 0000007914			
Term of Service: September 1, 2019 through August 31, 2020						Item Total for Line # 7	<input type="text" value="\$21,932.76"/>

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Richard D. [Signature] CTPM, CTCM

08/23/2019



Texas Department of Motor Vehicles
Business Unit # 60800
Purchase Order # 0000007221

Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
8- 1	JANITORIAL SERVICES - LUBBOCK REGIONAL SERVICE CENTER	910/39	12.0000	MO	\$983.84000	\$11,806.08	08/30/2019
						Schedule Total	<input type="text" value="\$11,806.08"/>
<u>Contract ID:</u> 000001255A				<u>ReqID:</u> 0000007914			
Term of Service: September 1, 2019 through August 31, 2020						Item Total for Line # 8	<input type="text" value="\$11,806.08"/>
9- 1	JANITORIAL SERVICES - ODESSA REGIONAL SERVICE CENTER	910/39	12.0000	MO	\$875.00000	\$10,500.00	08/30/2019
						Schedule Total	<input type="text" value="\$10,500.00"/>
<u>Contract ID:</u> 000001255A				<u>ReqID:</u> 0000007914			
Term of Service: September 1, 2019 through August 31, 2020						Item Total for Line # 9	<input type="text" value="\$10,500.00"/>
10- 1	JANITORIAL SERVICES - PHARR REGIONAL SERVICE CENTER	910/39	12.0000	MO	\$911.75000	\$10,941.00	08/30/2019
						Schedule Total	<input type="text" value="\$10,941.00"/>
<u>Contract ID:</u> 000001255A				<u>ReqID:</u> 0000007914			
Term of Service: September 1, 2019 through August 31, 2020						Item Total for Line # 10	<input type="text" value="\$10,941.00"/>

Authorized Signature

08/23/2019



Texas Department of Motor Vehicles
Business Unit # 60800
Purchase Order # 0000007221

Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
11-1	JANITORIAL SERVICES - WICHITA FALLS REGIONAL SERVICE CENTER	910/39	12.0000	MO	\$1,556.31000	\$18,675.72	08/30/2019
						Schedule Total	\$18,675.72
<u>Contract ID:</u> 000001255A				<u>ReqID:</u> 0000007914			
Term of Service: September 1, 2019 through August 31, 2020						Item Total for Line # 11	\$18,675.72
12-1	FLOOR/CARPET CLEANING SERVICES - ABILENE REGIONAL SERVICE CENTER	910/39	871.0700	UNT	\$1.00000	\$871.07	08/30/2019
						Schedule Total	\$871.07
<u>Contract ID:</u> 000001255A				<u>ReqID:</u> 0000007914			
Term of Service: September 1, 2019 through August 31, 2020						Item Total for Line # 12	\$871.07
13-1	FLOOR/CARPET CLEANING SERVICES - AMARILLO REGIONAL SERVICE CENTER	910/39	386.3300	UNT	\$1.00000	\$386.33	08/30/2019
						Schedule Total	\$386.33
<u>Contract ID:</u> 000001255A				<u>ReqID:</u> 0000007914			
Term of Service: September 1, 2019 through August 31, 2020							
Strip and Wax Only						Item Total for Line # 13	\$386.33

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08/23/2019



Texas Department of Motor Vehicles
Business Unit # 60800
Purchase Order # 0000007221

Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
14-1	FLOOR/CARPET CLEANING SERVICES - AUSTIN REGIONAL SERVICE CENTER	910/39	888.3600	UNT	\$1.00000	\$888.36	08/30/2019
						Schedule Total	\$888.36
<u>Contract ID:</u> 000001255A				<u>ReqID:</u> 0000007914			
Term of Service: September 1, 2019 through August 31, 2020							
Strip and Wax - \$804.18 Carpet Cleaning - \$84.18							
						Item Total for Line # 14	\$888.36
15-1	FLOOR/CARPET CLEANING SERVICES - BEAUMONT REGIONAL SERVICE CENTER	910/39	1178.8400	UNT	\$1.00000	\$1,178.84	08/30/2019
						Schedule Total	\$1,178.84
<u>Contract ID:</u> 000001255A				<u>ReqID:</u> 0000007914			
FLOOR STRIP AND WAX - \$436.21 CARPET CLEANING - \$742.63							
						Item Total for Line # 15	\$1,178.84
16-1	FLOOR/CARPET CLEANING SERVICES - HOUSTON REGIONAL SERVICE CENTER	910/39	2765.7900	UNT	\$1.00000	\$2,765.79	08/30/2019
						Schedule Total	\$2,765.79
<u>Contract ID:</u> 000001255A				<u>ReqID:</u> 0000007914			
FLOOR STRIP AND WAX - \$709.88 CARPET CLEANING - \$2,055.91							
						Item Total for Line # 16	\$2,765.79

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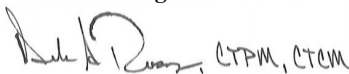
08/23/2019



Texas Department of Motor Vehicles
Business Unit # 60800
Purchase Order # 0000007221

Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
17- 1	FLOOR/CARPET CLEANING SERVICES - LONGVIEW REGIONAL SERVICE CENTER	910/39	820.8200	UNT	\$1.00000	\$820.82	08/30/2019
						Schedule Total	<input type="text" value="\$820.82"/>
<u>Contract ID:</u> 000001255A				<u>ReqID:</u> 0000007914			
FLOOR STRIP AND WAX - \$379.98 CARPET CLEANING - \$379.98						Item Total for Line # 17	<input type="text" value="\$820.82"/>
18- 1	FLOOR/CARPET CLEANING SERVICES - LUBBOCK REGIONAL SERVICE CENTER	910/39	418.6700	UNT	\$1.00000	\$418.67	08/30/2019
						Schedule Total	<input type="text" value="\$418.67"/>
<u>Contract ID:</u> 000001255A				<u>ReqID:</u> 0000007914			
FLOOR STRIP AND WAX - \$418.67						Item Total for Line # 18	<input type="text" value="\$418.67"/>
19- 1	FLOOR/CARPET CLEANING SERVICES - ODESSA REGIONAL SERVICE CENTER	910/39	644.0000	UNT	\$1.00000	\$644.00	08/30/2019
						Schedule Total	<input type="text" value="\$644.00"/>
<u>Contract ID:</u> 000001255A				<u>ReqID:</u> 0000007914			
FLOOR STRIP AND WAX - \$644.00						Item Total for Line # 19	<input type="text" value="\$644.00"/>

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 CTPM, CTEM

08/23/2019



Texas Department of Motor Vehicles
Business Unit # 60800
Purchase Order # 0000007221

Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
20- 1	FLOOR/CARPET CLEANING SERVICES - PHARR REGIONAL SERVICE CENTER	910/39	887.9700	UNT	\$1.00000	\$887.97	08/30/2019
						Schedule Total	<input type="text" value="\$887.97"/>
<u>Contract ID:</u> 000001255A				<u>ReqID:</u> 0000007914			
FLOOR STRIP AND WAX - \$887.97						Item Total for Line # 20	<input type="text" value="\$887.97"/>
21- 1	FLOOR/CARPET CLEANING SERVICES - WICHITA FALLS REGIONAL SERVICE CENTER	910/39	425.0000	UNT	\$1.00000	\$425.00	08/30/2019
						Schedule Total	<input type="text" value="\$425.00"/>
<u>Contract ID:</u> 000001255A				<u>ReqID:</u> 0000007914			
CARPET CLEANING SERVICE - \$425.00						Item Total for Line # 21	<input type="text" value="\$425.00"/>
22- 1	PORTER SERVICES - FORT WORTH REGIONAL SERVICE CENTER	910/39	21.0000	HR	\$18.00000	\$378.00	08/30/2019
						Schedule Total	<input type="text" value="\$378.00"/>
<u>Contract ID:</u> 000001255A				<u>ReqID:</u> 0000007914			
						Item Total for Line # 22	<input type="text" value="\$378.00"/>

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08/23/2019



Texas Department of Motor Vehicles
Business Unit # 60800
Purchase Order # 0000007221

Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
23- 1	PORTER SERVICES - HOUSTON REGIONAL SERVICE CENTER	910/39	956.0000	HR	\$19.89000	\$19,014.84	08/30/2019
						Schedule Total	<input type="text" value="\$19,014.84"/>
Contract ID: 000001255A				ReqID: 0000007914			
						Item Total for Line # 23	<input type="text" value="\$19,014.84"/>
						Total PO Amount	<input type="text" value="\$241,512.41"/>

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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CTPM, CTEM
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