



Texas Department of Motor Vehicles

Business Unit # 60800

Purchase Order # 0000007262

Summary Document – Do Not Dispatch To Vendor

Purchase Order Change Notice (# 2)

Payment Terms: NET30 Freight Terms: FOB Destination Ship Via: US MAIL PCC: 0 Date: 09/0 1/19 PO Method: IA Dispatch: Dispatch Via Print Rev Dt: 10/18/19

THIS DOCUMENT IS A SUMMARY DOCUMENT. ITS PURPOSE IS TO ACCUMULATE INDIVIDUAL TRANSACTION DATA. FOLLOWING RECONCILIATION, TRANSACTION LINES WILL BE COPIED TO A MULTI-VENDOR VOUCHER, PAYABLE TO TEXAS STATE LIBRARY.

Vendor: TEXAS STATE LIBRARY ATTN MICROGRAPHICS DEPT PO BOX 12927 AUSTIN TX 787112927 United States

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

Bill To: 4000 Jackson Avenue Austin TX 78731 United States

Vendor ID: 3306306306 0

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

Fax: DMV_FIN-INVOICES@TxDMV.gov

PO Information: Interagency Agreement Contract Act: Texas Government Code, Title 7, Chapter 771 TXDMV Contact: Jennifer Whittaker 512-465-1386 Jennifer.Whittaker@TxDMV.gov TSLAC Contact: Michael Shea 512-475-5151 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. POCN 1, 10/18/2019; REVISED BY DROSAS CHANGED THE BUYER NAME FROM GUADALUPE CRUZ TO DEBRA ROSAS CORRECTED THE QUANTITY FROM 1.00 TO 5,000.00 CHANGED THE PRICE FROM \$5,000.00 TO \$1.00 REASON: TO ALLOW FOR MULTIPLE RECEIVING POCN 2, 10/18/2019; REVISED BY DROSAS ADDED CONTRACT NUMBER

Authorized Signature [Signature] 10/18/2019



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Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
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1- 1	PROVIDE RECORDS STORAGE FOR TxDMV	963/43	5000.0000	EA	\$1.00000	\$5,000.00	09/01/2019
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Schedule Total

Contract ID:
000000071

ReqID:
0000008082

Period of Service is 9-1-2019 through 8-31-2020.

Services: managed by Martin Brown as the agency Records Management Officer; it is for storing and managing TxDMV archived records and documents. Charges are paid each month as they are incurred throughout the duration of the agreement.

Item Total for Line # 1

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

10/18/2019