



Texas Department of Motor Vehicles  
 Business Unit # 60800  
 Purchase Order # 0000007293  
 Purchase Order Change Notice (# 7)

**Payment Terms:** NET30 **Freight Terms:** FOB Destination **Ship Via:** US MAIL **PCC:** Q **Date:** 09/01/19 **PO Method:** SV **Dispatch:** Dispatch Via Print **Rev Dt:** 04/19/22

**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:** Jason K Adams  
**Phone:** 512/465-4181  
**Fax:** 512/465-5641

**Bill To Fax:**

**Email:** jason.adams@txdmv.gov

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

**PO Information:**

Extermination/pest control services are essential maintenance for the Camp Hubbard campus.

-  
 Original Contract Term: August 1, 2019 to August 31, 2020  
 -

Option to renew for four one-year terms:  
 First Renewal: September 1, 2020 to August 31, 2021  
 Second Renewal: September 1, 2021 to August 31, 2022  
 Third Renewal: September 1, 2022 to August 31, 2023  
 Final Renewal: September 1, 2023 to August 31, 2024  
 -

**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 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, whichever is later.  
 -

Note: warrants will not be issued to a vendor without a current Texas Identification Number.  
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**TxDmv Contact/Contract Monitor:**  
 Adale Bishop  
 adale.bishop@txdmv.gov  
 (512) 465-4067  
 -

**Vendor Contact:**  
 Abby Monk  
 amonk@workquest.com  
 (512) 656-0613

**Authorized Signature**

*Jason Adams, MS, CTCP, CTCO*

04/20/2022



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-  
 Quantities

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 purchases 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 quantities.

-  
 POCN # 1

Tiffanay Waller

Req # 7530 was entered as a placeholder in March. The agency received a quote for \$14,160 that included certain services but also included fees for emergency and additional services. The placeholder Req was not updated at the time the processing of the PO occurred. The original line of the Req was for \$10,000, the PO is being changed to cancel the line for Req #7530 and to later update it with the correct quoted amount of \$14,160 from a new Req after it is routed through the proper approval process for the updated amount. The vendor will bill on a monthly basis.

-  
 POCN # 2

Tiffanay Waller

9-30-19

The PO is being updated to the quoted amount of \$14,160 and added a line to budget for \$1,500 for any emergency or additional services per the request of the division and budget. The vendor will bill on a monthly basis.

-  
 POCN #3 - 08/15/2020

Change buyer to Jason Adams from Tiffanay Waller

Adding funds for routine pest control and emergency pest control services

-  
 POCN #4

Adding funds for emergency pest control services.

-  
 POCN #5 - 08/23/2021 JA

Exercising year 2 of 4 renewal options for routine exterminator/pest control services for FY22.

-  
 POCN #6 - 01/05/2022 JA

Canceling Line 5 since there were not any services performed or invoiced against.

-  
 POCN #7 - 04/19/2022 JA

Adding funds for additional pest and rodent control.

| Line-Sch: | Line Description:     | Class/Item: | Quantity: | UOM: | Unit Price: | Extended Amt: | Due Date: |
|-----------|-----------------------|-------------|-----------|------|-------------|---------------|-----------|
| 1-1       | Pest Control Services | 675/54      | 12.0000   | EA   | \$833.33330 | \$0.00        | CANCEL    |

**Ship To:** 1P12

**Delivery Instructions:**

4000 Jackson  
 Avenue  
 Austin TX 78731  
 United States

**Schedule Total**

**Contract ID:**

000000047

**ReqID:**

0000007530

Term of Service: September 1, 2019 to August 31, 2020

1 yr term with 4 renewal options as per attached SOW.

**Item Total for Line # 1**

**Authorized Signature**

*Jason Adams, MS, CTCM, CTCO*

04/20/2022



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| Line-Sch:                                                                                                                                                                                                                                 | Line Description:                                                                    | Class/Item:                   | Quantity: | UOM:                        | Unit Price:   | Extended Amt:                  | Due Date:   |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------|-------------------------------|-----------|-----------------------------|---------------|--------------------------------|-------------|
| 2-1                                                                                                                                                                                                                                       | Pest Control 1 yr term w/ 4 renewal options + addl services(flea and ant treatments) | 675/54                        | 12.0000   | EA                          | \$1,180.00000 | \$14,160.00                    | 09/01/2019  |
| <b>Ship To:</b> 1P12                                                                                                                                                                                                                      |                                                                                      | <b>Delivery Instructions:</b> |           |                             |               |                                |             |
| 4000 Jackson Avenue<br>Austin TX 78731<br>United States                                                                                                                                                                                   |                                                                                      |                               |           |                             |               |                                |             |
|                                                                                                                                                                                                                                           |                                                                                      |                               |           |                             |               | <b>Schedule Total</b>          | \$14,160.00 |
| <b>Contract ID:</b><br>000000047                                                                                                                                                                                                          |                                                                                      |                               |           | <b>ReqID:</b><br>0000008231 |               |                                |             |
|                                                                                                                                                                                                                                           |                                                                                      |                               |           |                             |               | <b>Item Total for Line # 2</b> | \$14,160.00 |
| Line-Sch:                                                                                                                                                                                                                                 | Line Description:                                                                    | Class/Item:                   | Quantity: | UOM:                        | Unit Price:   | Extended Amt:                  | Due Date:   |
| 3-1                                                                                                                                                                                                                                       | Optional Services other than monthly routine                                         | 675/54                        | 1.0000    | EA                          | \$1,500.00000 | \$0.00                         | 09/01/2019  |
| <b>Ship To:</b> 1P12                                                                                                                                                                                                                      |                                                                                      | <b>Delivery Instructions:</b> |           |                             |               |                                |             |
| 4000 Jackson Avenue<br>Austin TX 78731<br>United States                                                                                                                                                                                   |                                                                                      |                               |           |                             |               |                                |             |
|                                                                                                                                                                                                                                           |                                                                                      |                               |           |                             |               | <b>Schedule Total</b>          | \$0.00      |
| <b>Contract ID:</b><br>000000047                                                                                                                                                                                                          |                                                                                      |                               |           | <b>ReqID:</b><br>0000008231 |               |                                |             |
| Emergency Services \$105 per hour + materials<br>Additional Services \$20 per rodent station installed \$70 odor control per trip<br>Additional Services Case by Case Basis<br>Bed Bug Treatment, Termite Treatment, Wood Pests Treatment |                                                                                      |                               |           |                             |               | <b>Item Total for Line # 3</b> | \$0.00      |

Authorized Signature

*Laura Adams, MS, CTCM, CTCO*

04/20/2022



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| Line-Sch:                                                                                                                                                                               | Line Description:                                                                                               | Class/Item:                   | Quantity: | UOM:                        | Unit Price:   | Extended Amt:                  | Due Date:   |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------|-------------------------------|-----------|-----------------------------|---------------|--------------------------------|-------------|
| 4-1                                                                                                                                                                                     | Routine, Pest Control Management Program (Monthly) - Term of Service: September 1, 2020 through August 31, 2021 | 675/54                        | 12.0000   | MO                          | \$1,180.00000 | \$14,160.00                    | 09/01/2020  |
| <b>Ship To:</b> 1P12                                                                                                                                                                    |                                                                                                                 | <b>Delivery Instructions:</b> |           |                             |               |                                |             |
| 4000 Jackson Avenue<br>Austin TX 78731<br>United States                                                                                                                                 |                                                                                                                 |                               |           |                             |               |                                |             |
|                                                                                                                                                                                         |                                                                                                                 |                               |           |                             |               | <b>Schedule Total</b>          | \$14,160.00 |
| <b>Contract ID:</b><br>000000047                                                                                                                                                        |                                                                                                                 |                               |           | <b>ReqID:</b><br>0000009503 |               |                                |             |
| Included:<br>Additional Service - Flea Treatment<br>Additional Service - Crazy Ant Treatment<br>Additional Service - Carpenter Ant Treatment<br>Additional Service - Fire Ant Treatment |                                                                                                                 |                               |           |                             |               |                                |             |
| This is the first of four one year renewal options                                                                                                                                      |                                                                                                                 |                               |           |                             |               |                                |             |
|                                                                                                                                                                                         |                                                                                                                 |                               |           |                             |               | <b>Item Total for Line # 4</b> | \$14,160.00 |

| Line-Sch:                                                                                                                                                                                                                                                                                                               | Line Description:                                                                 | Class/Item:                   | Quantity: | UOM:                        | Unit Price: | Extended Amt:                  | Due Date: |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------|-------------------------------|-----------|-----------------------------|-------------|--------------------------------|-----------|
| 5-1                                                                                                                                                                                                                                                                                                                     | Additional Services (Not included in the Routine Pest Control Management Program) | 675/54                        | 1500.0000 | EA                          | \$1.00000   | \$0.00                         | CANCEL    |
| <b>Ship To:</b> 1P12                                                                                                                                                                                                                                                                                                    |                                                                                   | <b>Delivery Instructions:</b> |           |                             |             |                                |           |
| 4000 Jackson Avenue<br>Austin TX 78731<br>United States                                                                                                                                                                                                                                                                 |                                                                                   |                               |           |                             |             |                                |           |
|                                                                                                                                                                                                                                                                                                                         |                                                                                   |                               |           |                             |             | <b>Schedule Total</b>          | \$0.00    |
| <b>Contract ID:</b><br>000000047                                                                                                                                                                                                                                                                                        |                                                                                   |                               |           | <b>ReqID:</b><br>0000009503 |             |                                |           |
| This includes:<br>Emergency Services - Minimum Cost Per: \$105 per hour + materials<br>Bed Bug Treatment - Case by Case basis<br>Termite Treatment - Case by Case basis<br>Other Wood Destroying Pest Treatment - Case by Case basis<br>Rodent Services - \$20 per rodent station installed. \$70 odor control per trip |                                                                                   |                               |           |                             |             |                                |           |
|                                                                                                                                                                                                                                                                                                                         |                                                                                   |                               |           |                             |             | <b>Item Total for Line # 5</b> | \$0.00    |

Authorized Signature

*Laura Adams, MS, CTCM, CTCO*

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| Line-Sch:                                               | Line Description:                       | Class/Item:                   | Quantity: | UOM:                        | Unit Price:   | Extended Amt:         | Due Date:                      |             |
|---------------------------------------------------------|-----------------------------------------|-------------------------------|-----------|-----------------------------|---------------|-----------------------|--------------------------------|-------------|
| 6-1                                                     | Routine Pest Control Management Program | 910/59                        | 12.0000   | MO                          | \$1,180.00000 | \$14,160.00           | 08/23/2021                     |             |
| <b>Ship To:</b> 1P00                                    |                                         | <b>Delivery Instructions:</b> |           |                             |               |                       |                                |             |
| 4000 Jackson Avenue<br>Austin TX 78731<br>United States |                                         |                               |           |                             |               |                       |                                |             |
|                                                         |                                         |                               |           |                             |               | <b>Schedule Total</b> | \$14,160.00                    |             |
| <b>Contract ID:</b><br>000000047                        |                                         |                               |           | <b>ReqID:</b><br>0000010709 |               |                       |                                |             |
| Contract Term: 09/01/2021 to 08/31/2022                 |                                         |                               |           |                             |               |                       | <b>Item Total for Line # 6</b> | \$14,160.00 |
| Line-Sch:                                               | Line Description:                       | Class/Item:                   | Quantity: | UOM:                        | Unit Price:   | Extended Amt:         | Due Date:                      |             |
| 7-1                                                     | Additional Pest Control Services        | 910/59                        | 1500.0000 | USD                         | \$1.00000     | \$1,500.00            | 08/23/2021                     |             |
| <b>Ship To:</b> 1P00                                    |                                         | <b>Delivery Instructions:</b> |           |                             |               |                       |                                |             |
| 4000 Jackson Avenue<br>Austin TX 78731<br>United States |                                         |                               |           |                             |               |                       |                                |             |
|                                                         |                                         |                               |           |                             |               | <b>Schedule Total</b> | \$1,500.00                     |             |
| <b>Contract ID:</b><br>000000047                        |                                         |                               |           | <b>ReqID:</b><br>0000010709 |               |                       |                                |             |
| Contract Term: 09/01/2021 to 08/31/2022                 |                                         |                               |           |                             |               |                       | <b>Item Total for Line # 7</b> | \$1,500.00  |
| Line-Sch:                                               | Line Description:                       | Class/Item:                   | Quantity: | UOM:                        | Unit Price:   | Extended Amt:         | Due Date:                      |             |
| 8-1                                                     | Rodent Poison Bait Stations             | 910/59                        | 40.0000   | EA                          | \$30.00000    | \$1,200.00            | 04/19/2022                     |             |
| <b>Ship To:</b> 1P00                                    |                                         | <b>Delivery Instructions:</b> |           |                             |               |                       |                                |             |
| 4000 Jackson Avenue<br>Austin TX 78731<br>United States |                                         |                               |           |                             |               |                       |                                |             |
|                                                         |                                         |                               |           |                             |               | <b>Schedule Total</b> | \$1,200.00                     |             |
| <b>Contract ID:</b><br>000000047                        |                                         |                               |           | <b>ReqID:</b><br>0000011738 |               |                       |                                |             |
| Contract Term: 09/01/2021 to 08/31/2022                 |                                         |                               |           |                             |               |                       | <b>Item Total for Line # 8</b> | \$1,200.00  |

Authorized Signature

*Laura Adams, MS, CTCM, CTCO*

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| Line-Sch:                                                  | Line Description:                                                  | Class/Item:                   | Quantity: | UOM:                        | Unit Price: | Extended Amt:           | Due Date:  |
|------------------------------------------------------------|--------------------------------------------------------------------|-------------------------------|-----------|-----------------------------|-------------|-------------------------|------------|
| 9-1                                                        | Remainder of FY 22<br>Monitoring of Rodent<br>Poison Bait Stations | 910/59                        | 5.0000    | MO                          | \$6.50000   | \$32.50                 | 04/19/2022 |
| <b>Ship To: 1P00</b>                                       |                                                                    | <b>Delivery Instructions:</b> |           |                             |             |                         |            |
| 4000 Jackson<br>Avenue<br>Austin TX 78731<br>United States |                                                                    |                               |           |                             |             |                         |            |
|                                                            |                                                                    |                               |           |                             |             | Schedule Total          | \$32.50    |
| <b>Contract ID:</b><br>000000047                           |                                                                    |                               |           | <b>ReqID:</b><br>0000011738 |             |                         |            |
|                                                            |                                                                    |                               |           |                             |             | Item Total for Line # 9 | \$32.50    |

| Line-Sch:                                                  | Line Description:                  | Class/Item:                   | Quantity: | UOM:                        | Unit Price: | Extended Amt:            | Due Date:  |
|------------------------------------------------------------|------------------------------------|-------------------------------|-----------|-----------------------------|-------------|--------------------------|------------|
| 10-1                                                       | Rodent Removal and Odor<br>Control | 910/59                        | 8.0000    | EA                          | \$70.00000  | \$560.00                 | 04/19/2022 |
| <b>Ship To: 1P00</b>                                       |                                    | <b>Delivery Instructions:</b> |           |                             |             |                          |            |
| 4000 Jackson<br>Avenue<br>Austin TX 78731<br>United States |                                    |                               |           |                             |             |                          |            |
|                                                            |                                    |                               |           |                             |             | Schedule Total           | \$560.00   |
| <b>Contract ID:</b><br>000000047                           |                                    |                               |           | <b>ReqID:</b><br>0000011738 |             |                          |            |
|                                                            |                                    |                               |           |                             |             | Item Total for Line # 10 | \$560.00   |

**Total PO Amount** \$45,772.50

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

*Laura Adams, MS, CTCM, CTCO*

04/20/2022