



Texas Department of Motor Vehicles
 Business Unit # 60800
 Purchase Order # 0000007440
 Purchase Order Change Notice (# 1)

Payment Terms: **NET30** Freight Terms: **FOB Destination** Ship Via: **US MAIL** PCC: **I** Date: **10/07/19** PO Method: **CP** Dispatch: **Dispatch Via Print** Rev Dt: **10/22/19**

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

Vendor: SHI GOVERNMENT SOLUTIONS INC
 1301 S MO PAC EXPY
 STE 375
 AUSTIN TX 787466916
 United States

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

Vendor ID: 1223695478 5

Bill To: 4000 Jackson Avenue
 Austin TX 78731
 United States

Purchaser: Tiffanay Heather Waller
Phone: 512/465-4193
Fax: 512/465-5641
Email: Tiffanay.Waller@txdmv.gov

Fax:
Email: DMV_FIN-INVOICES@TxDMV.gov

PO Information:

NON-COMPLIANT PROCUREMENT

"This procurement is governed by the terms and conditions in Department of Information Resources (DIR) Contract Number DIR-TSO-3480".

Reference PO # 5152 for Original Term 6/1/2018 to 5/31/2021.

Reference SHI Quote Number: 17682999, provided by Jeremy Freedman, SHI Government Solutions Inside Account Manager on 9/4/2019 and signed authorized DigiCert Contract by Mr. John Merrill, CEO DigiCert. Inc. and Ms. Whitney Brewster, Executive Director, TxDMV on 05/08/2018.

Texas Department of Motor Vehicles (TxDMV) Contact:
 David Pustka
 (512) 465-5605
 David.Pustka@TxDMV.gov

SHI Government Solutions Account Representative Contact:
 Jeremy Freedman
 SHI Government Solutions
 Inside Account Manager
 Jeremy_Freedman@shi.com
 Toll Free: 1-800-870-6079
 Office: 1-800-870-6079 ext. 6526675
 Fax: 512-732-0232

POCN #1
 10-22-19

Tiffanay Waller

Received quote from Shi and it included additional miscellaneous fees per language in contract Item #2 #3. This change is to add the \$435 increase to PO.

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

Authorized Signature

10/22/2019



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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.

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).

Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
1- 1	DigiCert Annual Maintenance Agreement 6/1/19 - 6/1/20	920/45	1.0000	YR	\$5,435.00000	\$5,435.00	10/07/2019
						Schedule Total	<input type="text" value="\$5,435.00"/>
<u>Contract ID:</u> 000000067				<u>ReqID:</u> 0000008193			
DigiCert_Agreement_612018_DMV_admin_1332461.pdf						Item Total for Line # 1	<input type="text" value="\$5,435.00"/>
						Total PO Amount	<input type="text" value="\$5,435.00"/>

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

10/22/2019