



Texas Department of Motor Vehicles
 Business Unit # 60800
 Purchase Order # 0000007538

Payment Terms: **NET30** Freight Terms: **FOB Destination** Ship Via: **NA** PCC: **0** Date: **10/2** PO Method: **3/19** IA Dispatch: **Dispatch Via Print** Rev Dt:

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

Vendor: STATE AUDITOR'S OFFICE
 PO BOX 12067
 AUSTIN TX 787112067
 United States

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

Vendor ID: 3308308308 0

Bill To: 4000 Jackson Avenue
 Austin TX 78731
 United States

Purchaser: Rodrigo Garcia
Phone: 512/465-4181
Fax: 512/465-5641
Email: Rodrigo.Garcia@txdmv.gov

Fax:
Email: DMV_FIN-INVOICES@TxDMV.gov

PO Information:

Interagency Agreement Contract Act:
 Texas Government Code, Title 7, Chapter 771

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).

Employee Training Act:
 The training or education must be related to the duties or prospective duties of the administrator or employee. Texas Government Code, Title 6, Subtitle C, Chapter 656, Subchapter A, Sec. 656.041

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 contact: Jo Dale Guzman, (512) 936-9460, jodale.guzman@sao.texas.gov

TxDMV Contact: Renee Israel @ bldg. 6, (512) 465-1420, Renee.Israel@TxDMV.gov

Authorized Signature

Rodrigo Garcia

10/23/2019



Texas Department of Motor Vehicles
Business Unit # 60800
Purchase Order # 0000007538

Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
1- 1	Project Management Essentials.	924/25	1.0000	EA	\$299.00000	\$299.00	10/23/2019
						Schedule Total	<input type="text" value="\$299.00"/>
						<u>ReqID:</u> 0000008303	
Project Management Essentials Date(s): Oct 24, 2019. Time: 8:15AM - 4: 30PM. Location: JOHN M. KEEL LEARNING CENTER, City: Austin Attendee: Tanya Vernon						Item Total for Line # 1	<input type="text" value="\$299.00"/>
2- 1	Advanced Technical Writing	924/25	4.0000	EA	\$449.00000	\$1,796.00	10/23/2019
						Schedule Total	<input type="text" value="\$1,796.00"/>
						<u>ReqID:</u> 0000008303	
Advanced Technical Writing Date(s): Oct 29, 2019 - Oct 30, 2019 Time: 8:15AM - 4:30PM Cancellation Date: Oct 22, 2019 Location: JOHN M. KEEL LEARNING CENTER, City: Austin Attendees: Amy Caldwell, Beverly Musgrove, Sylvia Alvarado, Tanya Vernon						Item Total for Line # 2	<input type="text" value="\$1,796.00"/>

Authorized Signature

Rodrigo Garcia

10/23/2019



Texas Department of Motor Vehicles
 Business Unit # 60800
 Purchase Order # 0000007538

Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
3- 1	Forensic Document Examination and Fraud Detection	924/25	1.0000	EA	\$299.00000	\$299.00	10/23/2019
						Schedule Total	<input type="text" value="\$299.00"/>
						<u>ReqID:</u> 0000008303	
Forensic Document Examination and Fraud Detection Date(s): Nov 07, 2019 - Nov 08, 2019 Time: 8:15AM - 4:30PM Cancellation Date: Oct 31, 2019 Location: JOHN M. KEEL LEARNING CENTER, City: Austin Attendee: Sylvia Alvarado						Item Total for Line # 3	<input type="text" value="\$299.00"/>
4- 1	Mastering Microsoft Word - Intermediate/Advanced Skills Used in Audit Reports and Large Documents 11/18/19 to 11/19/19 Attendees: Amy Caldwell, Chelle Young, Noel Ramirez, Tim Flenniken https://www.sao.texas.gov/Apps/ProfessionalDevelopment/CourseInfo	924/25	4.0000	EA	\$299.00000	\$1,196.00	10/23/2019
						Schedule Total	<input type="text" value="\$1,196.00"/>
						<u>ReqID:</u> 0000008303	
Mastering Microsoft Word - Intermediate/Advanced Skills Used in Audit Reports and Large Documents Date(s): Nov 18, 2019 - Nov 19, 2019 Time: 8:15AM - 4:30PM Cancellation Date: Nov 11, 2019 Location: SAO COMPUTER TRAINING ROOM, City: Austin Attendees: Amy Caldwell, Chelle Young, Noel Ramirez, Tim Flenniken						Item Total for Line # 4	<input type="text" value="\$1,196.00"/>

Authorized Signature

Rodrigo Garcia

10/23/2019



Texas Department of Motor Vehicles
Business Unit # 60800
Purchase Order # 0000007538

Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
5- 1	Successful Audit Data Analytics	924/25	3.0000	EA	\$429.00000	\$1,287.00	10/23/2019
						Schedule Total	<input type="text" value="\$1,287.00"/>
						<u>ReqID:</u> 0000008303	
Successful Audit Data Analytics Date(s): Nov 05, 2019 - Nov 06, 2019 Time: 8:15AM - 4:30PM Cancellation Date: Oct 29, 2019 Location: JOHN M. KEEL LEARNING CENTER, City: Austin Attendees: Robert Phillips, Tanya Vernon, Tammy Gomez							
						Item Total for Line # 5	<input type="text" value="\$1,287.00"/>
6- 1	Critical Thinking 2.0: Taking it to the Next Level	924/25	1.0000	EA	\$299.00000	\$299.00	10/23/2019
						Schedule Total	<input type="text" value="\$299.00"/>
						<u>ReqID:</u> 0000008303	
Critical Thinking 2.0: Taking it to the Next Level Date(s): Dec 16, 2019 - Dec 17, 2019 Time: 8:15AM - 4:30PM Cancellation Date: Dec 09, 2019 Location: JOHN M. KEEL LEARNING CENTER, City: Austin Attendee: Robert Phillips							
						Item Total for Line # 6	<input type="text" value="\$299.00"/>

Authorized Signature

Rodrigo Garcia

10/23/2019



Texas Department of Motor Vehicles
Business Unit # 60800
Purchase Order # 0000007538

Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date	
7- 1	Intermed/Adv'd Excel Features Beneficial for Auditors & Accountants	924/25	4.0000	EA	\$299.00000	\$1,196.00	10/23/2019	
						Schedule Total	<input type="text" value="\$1,196.00"/>	
						<u>ReqID:</u> 0000008303		
Intermediate/Advanced Excel Features Beneficial for Auditors Accountants Date(s): Dec 09, 2019 - Dec 10, 2019 Time: 8:15AM - 4:30PM Cancellation Date: Dec 02, 2019 Location: SAO COMPUTER TRAINING ROOM, City: Austin Attendees: Tammy Gomez, Tim Flenniken, Beverly Musgrove, Robert Phillips							Item Total for Line # 7	<input type="text" value="\$1,196.00"/>
8- 1	Audit Sampling	924/25	1.0000	EA	\$469.00000	\$469.00	10/23/2019	
						Schedule Total	<input type="text" value="\$469.00"/>	
						<u>ReqID:</u> 0000008303		
Audit Sampling Date(s): Feb 11, 2020 - Feb 12, 2020 Time: 8:15AM - 4:30PM Cancellation Date: Feb 04, 2020 Location: JOHN M. KEEL LEARNING CENTER, City: Austin Attendee: Sylvia Alvarado							Item Total for Line # 8	<input type="text" value="\$469.00"/>

Authorized Signature

Rodrigo Garcia

10/23/2019



Texas Department of Motor Vehicles
Business Unit # 60800
Purchase Order # 0000007538

Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
9- 1	Using Excel PivotTables, Power Pivot and Power Query to Analyze Data	924/25	2.0000	EA	\$299.00000	\$598.00	10/23/2019
						Schedule Total	<input type="text" value="\$598.00"/>
						<u>ReqID:</u> 0000008303	
Using Excel PivotTables, Power Pivot and Power Query to Analyze Data Date(s): Feb 03, 2020 - Feb 04, 2020 Time: 8:15AM - 4:30PM Cancellation Date: Jan 31, 2020 Location: SAO COMPUTER TRAINING ROOM, City: Austin Attendees: Tim Flenniken, Tammy Gomez							
						Item Total for Line # 9	<input type="text" value="\$598.00"/>
10- 1	Interviewing Skills for Auditors	924/25	2.0000	EA	\$179.00000	\$358.00	10/23/2019
						Schedule Total	<input type="text" value="\$358.00"/>
						<u>ReqID:</u> 0000008303	
Interviewing Skills for Auditors Date(s): Mar 03, 2020 Time: 8:15AM - 4:30PM Cancellation Date: Feb 25, 2020 Location: JOHN M. KEEL LEARNING CENTER, City: Austin Attendees: Chelle Young, Beverly Musgrove							
						Item Total for Line # 10	<input type="text" value="\$358.00"/>

Authorized Signature

Rodrigo Garcia

10/23/2019



Texas Department of Motor Vehicles
Business Unit # 60800
Purchase Order # 0000007538

Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
11- 1	Audit Report Writing Boot Camp	924/25	4.0000	EA	\$429.00000	\$1,716.00	10/23/2019
						Schedule Total	<input type="text" value="\$1,716.00"/>
						<u>ReqID:</u> 0000008303	
Audit Report Writing Boot Camp Date(s): Mar 04, 2020 - Mar 05, 2020 Time: 8:15AM - 4:30PM Cancellation Date: Feb 26, 2020 Location: JOHN M. KEEL LEARNING CENTER, City: Austin Attendees: Amy Caldwell, Chelle Young, Noel Ramirez, Tim Flenniken						Item Total for Line # 11	<input type="text" value="\$1,716.00"/>
12- 1	How Auditors Can Use Access to Combine, Link and Query Data	924/25	2.0000	EA	\$299.00000	\$598.00	10/23/2019
						Schedule Total	<input type="text" value="\$598.00"/>
						<u>ReqID:</u> 0000008303	
How Auditors Can Use Access to Combine, Link and Query Data Date(s): Apr 14, 2020 - Apr 15, 2020 Time: 8:15AM - 4:30PM Cancellation Date: Apr 07, 2020 Location: SAO COMPUTER TRAINING ROOM, City: Austin Attendees: Tammy Gomez, Tim Flenniken						Item Total for Line # 12	<input type="text" value="\$598.00"/>

Authorized Signature

Rodrigo Garcia

10/23/2019



Texas Department of Motor Vehicles
Business Unit # 60800
Purchase Order # 0000007538

Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
13- 1	New Auditor Tools and Techniques	924/25	2.0000	EA	\$399.00000	\$798.00	10/23/2019
						Schedule Total	<input type="text" value="\$798.00"/>
						<u>ReqID:</u> 0000008303	
New Auditor Tools and Techniques Date(s): May 11, 2020 - May 12, 2020 Time: 8:15AM - 4:30PM Cancellation Date: May 04, 2020 Location: JOHN M. KEEL LEARNING CENTER, City: Austin Attendees: Amy Caldwell, Noel Ramirez							
						Item Total for Line # 13	<input type="text" value="\$798.00"/>
14- 1	Communication Skills for Audit Leaders	924/25	1.0000	EA	\$399.00000	\$399.00	10/23/2019
						Schedule Total	<input type="text" value="\$399.00"/>
						<u>ReqID:</u> 0000008303	
Communication Skills for Audit Leaders Date(s): May 13, 2020 - May 14, 2020 Time: 8:15AM - 4:30PM Cancellation Date: May 06, 2020 Location: JOHN M. KEEL LEARNING CENTER, City: Austin Attendee: Tim Flenniken							
						Item Total for Line # 14	<input type="text" value="\$399.00"/>

Authorized Signature

Rodrigo Garcia

10/23/2019



Texas Department of Motor Vehicles
Business Unit # 60800
Purchase Order # 0000007538

Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
15- 1	Root Cause Mastery in Audits	924/25	1.0000	EA	\$239.00000	\$239.00	10/23/2019
						Schedule Total	<input type="text" value="\$239.00"/>
						ReqID:	
						0000008303	
Root Cause Mastery in Audits Date(s): Jun 10, 2020 Time: 8:15AM - 4:30PM Cancellation Date: Jun 03, 2020 Location: JOHN M. KEEL LEARNING CENTER, City: Austin Attendee: Tim Flenniken							
						Item Total for Line # 15	<input type="text" value="\$239.00"/>
16- 1	Advanced Technical Writing	924/25	1.0000	EA	\$449.00000	\$449.00	10/23/2019
						Schedule Total	<input type="text" value="\$449.00"/>
						ReqID:	
						0000008303	
Advanced Technical Writing Date(s): Jun 24, 2020 - Jun 25, 2020 Time: 8:15AM - 4:30PM Cancellation Date: Jun 17, 2020 Location: JOHN M. KEEL LEARNING CENTER, City: Austin Attendee: Allen Brislin							
						Item Total for Line # 16	<input type="text" value="\$449.00"/>

Authorized Signature

Rodrigo Garcia

10/23/2019



Texas Department of Motor Vehicles
 Business Unit # 60800
 Purchase Order # 0000007538

Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
17- 1	Automating Data Analytics Scripts and Queries	924/25	1.0000	EA	\$399.00000	\$399.00	10/23/2019
						Schedule Total	<input type="text" value="\$399.00"/>
						<u>ReqID:</u> 0000008303	
Automating Data Analytics Scripts and Queries Date(s): Jun 29, 2020 - Jun 30, 2020 Time: 8:15AM - 4:30PM Cancellation Date: Jun 22, 2020 Location: JOHN M. KEEL LEARNING CENTER, City: Austin Attendee: Tammy Gomez						Item Total for Line # 17	<input type="text" value="\$399.00"/>

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

Rodrigo Garcia

10/23/2019