



Texas Department of Motor Vehicles
Business Unit # 60800
Purchase Order # 0000007717

Payment NET3 Freight FOB Ship Via: US MAIL PCC: 0 Date: 12/06/19 PO Method: DG Dispatch: Dispatch Rev Dt:
Terms: 0 Terms: Destination Via Print

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

Vendor: WORKQUEST
1011 E 53RD 1/2 ST
AUSTIN TX 787511703
United States

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

Vendor ID: 1741976051 1

Bill To: 4000 Jackson Avenue
Austin TX 78731
United States

Purchaser: Paula A Ramsey
Phone: 512/465-4191
Fax: 512/465-5641

Bill to Fax:

Email: Paula.Ramsey1@txdmv.gov

Bill to Email: DMV_FIN-INVOICES@TxDMV.gov

PO Information:

Texas Industries for the Blind and Handicapped (TIBH):
Human Resources Code, Title 8, Chapter 122, Section 122.001 and Texas Government Code, Title 10, Chapter 2155, Sections 2155.138 and 2155.441

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.

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).

Term Contract 962-M3 Classification: 1018 Accountant IV (Expert) Highway District: 14 Billing rate: \$50.29
Start Date and Projected End Date: 12/9/2019 tentative end date 2/28/2020 Work Hours: M-F 8 am-5 pm

Work location (including building as necessary):
Texas Department of Motor Vehicles
4000 Jackson Avenue, Building 1 5th Floor
Austin, Texas 78731

Parking:
Employee Parking Lot

Authorized Signature

Paula Ramsey, CTM, CTC

12/06/2019



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Arrival Instructions:
 Lobby of Building 1, Guard will contact Manager

Supervisor:
 Name: Lynee Williams
 Phone: 512-465-1411
 Email: Lynee.Williams@txdmv.gov

Primary Time Card Approver:
 Name: Lynee Williams
 Phone: 512-465-1411
 Email: Lynee.Williams@txdmv.gov

Secondary Time Card Approver:
 Name: Blake Randow
 Phone: 512-465-4203
 Email: Blake.Randow@txdmv.gov

PO Line Info

Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
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Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
1-1	Temporary Personnel - Accountant IV - Expert. Period of service 12-9-2019 through 2-28-2020. Approximately 520 Hours.	962/69	520.0000	HR	\$50.29000	\$26,150.80	12/09/2019

Schedule Total

ReqID:
0000008532

CONTRACTOR: NANCY LOVE

Peak Performers Contact:
 Paula Baczewski, Staffing Consultant
 Phone: (512) 453-8833 X101
 Email: Paula@Peakperformers.Org

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

Paula Ramsey, CTM, CTCI

12/06/2019