Texas Department of Motor Vehicles
Texas SmartBuy PO # 20068436
Business Unit # 60800
Purchase Order # 0000007998
Purchase Order Change Notice (# 1)

Payment Terms: NET30  Freight Terms: PREPAY
Ship Via: VNDR  PCC: 0  Date: 02/25/20  PO Method: DG  Dispatch: Via Print
Rev Dt: 02/27/20

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

Bill To: 4000 Jackson Avenue
Austin TX 78731
United States

Vendor ID: 1741976051 1

Purchaser: Travis Reese
Phone: 512 4654180
Fax: 512/465-5641

Email: Travis.Reese@txdmv.gov

Bill To Fax:

Bill To Email: DMV_FIN-INVOICES@txdmv.gov

PO Information:

- 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.

- TxDMV Contact(s):
[ See Line Details ]

Vendor Contact:
Audrey Cedillo
Smartbuy@Tibh.Org
(512) 451-8145

TxSmartbuy PO# 20068436

Contracts: 645-A1, 207-A1

POCN#1, Travis R, 02/27/2020 - Cancelled lines 2, 3, experiencing quality issues with these toner cartridges

Authorized Signature

02/27/2020
<table>
<thead>
<tr>
<th>Line-Sch:</th>
<th>Line Description:</th>
<th>Class/Item:</th>
<th>Quantity:</th>
<th>UOM:</th>
<th>Unit Price:</th>
<th>Extended Amt:</th>
<th>Due Date:</th>
</tr>
</thead>
<tbody>
<tr>
<td>1-1</td>
<td>Commodity Code:</td>
<td>645/21</td>
<td>5.0000</td>
<td>CTN</td>
<td>$43.21000</td>
<td>$216.05</td>
<td>03/16/2020</td>
</tr>
<tr>
<td></td>
<td>Item Detail: Paper, Bond, Recycled, White, Premium No. 4, 20 lb., 8-1/2&quot; x 11&quot;, 500 Sheets/Pkg, 10 Pkgs/CS</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Ship To: 1P00</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>4000 Jackson Avenue Austin TX 78731 United States</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Delivery Instructions:</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Schedule Total: $216.05</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>ReqID: 0000008791</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**TxDMV Contact:**
Sue Hernandez
Sue.Hernandez@TxDMV.gov
(512) 465-5000

<table>
<thead>
<tr>
<th>Line-Sch:</th>
<th>Line Description:</th>
<th>Class/Item:</th>
<th>Quantity:</th>
<th>UOM:</th>
<th>Unit Price:</th>
<th>Extended Amt:</th>
<th>Due Date:</th>
</tr>
</thead>
<tbody>
<tr>
<td>2-1</td>
<td>Commodity Code:</td>
<td>207/72</td>
<td>12.0000</td>
<td>EA</td>
<td>$152.01000</td>
<td>$0.00</td>
<td>CANCEL</td>
</tr>
<tr>
<td></td>
<td>Item Detail: CF287X Remanufactured Toner Cartridge, For HP Laserjet Enterprise M527, M506, M501</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Ship To: 1P25</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>1601-A Southwest Parkway Wichita Falls TX 76302 United States</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Delivery Instructions:</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Schedule Total: $0.00</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**TxDMV Contact:**
Lori Stovall
Lori.Stovall@TxDMV.gov
(940) 235-4816

**Item Total for Line # 1:** $216.05

**Item Total for Line # 2:** $0.00

Authorized Signature
02/27/2020
<table>
<thead>
<tr>
<th>Line-Sch:</th>
<th>Line Description:</th>
<th>Class/Item:</th>
<th>Quantity:</th>
<th>UOM:</th>
<th>Unit Price:</th>
<th>Extended Amt:</th>
<th>Due Date:</th>
</tr>
</thead>
<tbody>
<tr>
<td>3-1</td>
<td>207/72 Remanufactured Toner Cartridge, For HP Laserjet Enterprise M527, M506, M501</td>
<td>207/72</td>
<td>12.0000</td>
<td>EA</td>
<td>$152.01000</td>
<td>$0.00</td>
<td>CANCEL</td>
</tr>
</tbody>
</table>

**Ship To:** 1P16  
2110 E. Governors Circle  
Houston TX 77092  
United States

**Delivery Instructions:**

| Schedule Total | $0.00 |

**Item Total for Line # 3**  
$0.00

**Total PO Amount**  
$216.05

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  
02/27/2020
Purchase Order Change Notice
PO No. 20068436
Order Date: 2/25/2020
Internal Tracking No.: 0000007998

Contractor Info
WorkQuest (formerly TIBH)
17419760511
1011 East 53 1/2 Street
Austin, TX 78751
(512) 451-8145

Bill To
4000 JACKSON AVENUE
AUSTIN TX 78731

Ship To
Items to be shipped to multiple addresses. See shipping details below for each line item.

NOTE TO CONTRACTOR: Cancelled line 2 and 3 for toners

REVISION HISTORY:
PO Revision #: 1
2/27/2020 10:39 am-Change to Line 2: Notes changed to TxDMV Contact:
Lori Stovall
Lori.Stovall@TxDMV.gov
(940) 235-4816
2/27/2020 10:39 am-Change to Line 3: Quantity changed from 12 to 0.
2/27/2020 10:39 am-Change to Line 3: Notes changed to TxDMV Contact:
Jesica Geter
Jesica.Geter@TxDMV.gov
(713) 316-6133
2/27/2020 10:39 am-Header level note changed From null to Cancelled line 2 and 3 for toners

Disclaimer
The State of Texas is exempt from all Federal Excise Taxes except as noted in each contract.
STATE AND CITY SALES TAX EXEMPTION CERTIFICATE:
The undersigned claims an exemption from taxes under Texas Tax Code, Section 151.309(4), for purchase of tangible personal property described in this numbered order, purchased from contractor and/or shipper listed above, as this property is being secured for the exclusive use of the State of Texas, or a Texas County, City, Special District, or Other Political Subdivision.

Bobby Pounds
Texas Comptroller of Public Accounts – Statewide Procurement Division

<table>
<thead>
<tr>
<th>Agency/CO-OP Member</th>
<th>Purchaser</th>
<th>Email</th>
<th>Phone</th>
</tr>
</thead>
<tbody>
<tr>
<td>Texas Department Of Motor Vehicles - 608</td>
<td>Travis Reese</td>
<td><a href="mailto:Travis.Reese@TxDMV.gov">Travis.Reese@TxDMV.gov</a></td>
<td>(512) 465-4180</td>
</tr>
</tbody>
</table>
# Purchase Order Change Notice

**PO No. 20068436**

Order Date: 2/25/2020  
Internal Tracking No.: 0000007998

<table>
<thead>
<tr>
<th>Line #</th>
<th>NIGP Code</th>
<th>Commodity Code/ Supplier Part #</th>
<th>Item</th>
<th>QTY</th>
<th>UOM</th>
<th>Unit Price</th>
<th>Extended Amount</th>
</tr>
</thead>
</table>
| 1      | 64521     | 64521411718                     | **Paper, Bond, Recycled, White, Premium No. 4, 20 lb., 8-1/2" x 11'', 500 Sheets/Pkg, 10 Pkgs/CS, Freight Included. Qty price breaks at 80, 200, 500, and 800 cases.** Contract: 645-A1  
Contract Type: Term  
Delivery ARO (days): 20  
Delivery Date: 3/16/2020  
Ship to Address:  
Texas Department Of Motor Vehicles - 608  
4000 JACKSON AVENUE  
AUSTIN TX 78731  
Notes: TxDMV Contact:  
Sue Hernandez  
Sue.Hernandez@TxDMV.gov  
(512) 465-5000  
Manufacturer Name: Skilcraft | 5   | CRTN | 43.21 | $216.05 |
| 2      | 20772     | 20772922812                     | **CF287X Remanufactured Toner Cartridge, For HP Laserjet Enterprise M527, M506, M501, Freight Included**  
Contract: 207-A1  
Contract Type: Term  
Delivery ARO (days): 15  
Delivery Date: 3/11/2020  
Ship to Address:  
Texas Department Of Motor Vehicles - 608  
1601-A SOUTHWEST PARKWAY  
WICHITA FALLS TX 76302  
Notes: TxDMV Contact:  
Lori Stovall  
Lori.Stovall@TxDMV.gov  
(940) 235-4816 | 0   | EACH | 152.01 | $0.00 |
**Purchase Order Change Notice**

**PO No. 20068436**

Order Date: 2/25/2020  
Internal Tracking No.: 0000007998

<table>
<thead>
<tr>
<th>Line #</th>
<th>NIGP Code</th>
<th>Commodity Code/ Supplier Part #</th>
<th>Item</th>
<th>QTY</th>
<th>UOM</th>
<th>Unit Price</th>
<th>Extended Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>3</td>
<td>20772</td>
<td>20772922812</td>
<td>CF287X Remanufactured Toner Cartridge, For HP Laserjet Enterprise M527, M506, M501, Freight Included</td>
<td>0</td>
<td>EACH</td>
<td>152.01</td>
<td>$0.00</td>
</tr>
</tbody>
</table>

- Contract: 207-A1  
- Contract Type: Term  
- Delivery ARO (days): 15  
- Delivery Date: 3/11/2020  
- Ship to Address:  
  Texas Department Of Motor Vehicles - 608  
  2110 East Governors Circle  
  HOUSTON TX 77092  
- Notes: TxDMV Contact:  
  Jesica Geter  
  Jesica.Geter@TxDMV.gov  
  (713) 316-6133

**Total $216.05**