



Texas Department of Motor Vehicles
 Business Unit # 60800
 Purchase Order # 0000008102

Payment Terms: NET30 Freight Terms: FOB Destination Ship Via: US MAIL PCC: E Date: 03/18/20 PO Method: SP Dispatch: Dispatch Via Print Rev Dt:

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: 1P24 - Waco Region
 2203 Austin Avenue
 Waco TX 76701
 United States

Vendor ID: 1741976051 1

Bill To: 4000 Jackson Avenue
 Austin TX 78731
 United States

Purchaser: Jason 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:
 PO Information:
 WorkQuest Subcontractor
 Enterprise Professional Services Inc. (EPSI)
 7710 Rialto Blvd, Suite 100
 Austin, Tx 78735
 512-614-6116
 www.epsi-solutions.org
 Stephen A. Sais, President/CEO
 512-433-9770
 ssaia@epsimail.com

WorkQuest: Human Resources Code, Title 8, Chapter 122, Section 122.001 and Texas Government Code, Title 10, Chapter 2155, Sections 2155.138 and 2155.441

Health and Safety. On Friday, March 13, Governor Abbott declared State of Disaster for all Texas counties amid the growing need to prepare for, respond to, and mitigate the spread of COVID-19. As part of the Governor's directive, state employees across Texas are doing their part to #FlattenTheCurve of Coronavirus spread by teleworking, prioritizing hygiene, and practicing physical or social distancing.

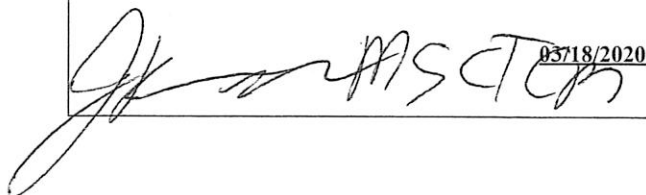
Change Orders:
 Change orders will be allowed only if unforeseen conditions arise such as, but not limited to, increasing or decreasing quantities or if the department needs dictate changes. All changes shall be in the scope of original work. No verbal change orders shall be permitted. All change orders 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:
 Chris Sturm

Authorized Signature



03/18/2020



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 Business Unit # 60800
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Chris.Sturm@TxDMV.gov
 (512) 465-3835

TxDMV Contact:
 Ann Pierce
 Ann.Pierce@TxDMV.gov
 512-465-4100

WorkQuest Contact:
 Abby Monk
 Amonk@tibh.org
 512-451-8145

WorkQuest Subcontractor Contact:
 Stephen A. Sais, President/CEO
 ssaia@epsimail.com
 512-433-9770

| Line-Sch: | Line Description: | Class/Item: | Quantity: | UOM: | Unit Price: | Extended Amt: | Due Date: |
|-----------|----------------------------------------------|-------------|-----------|------|-------------|-----------------------|---------------------------------------|
| 1-1 | Deep & Disinfectant Cleaning for Waco RSC | 910/39 | 1.0000 | EA | \$588.00000 | \$588.00 | 03/18/2020 |
| | | | | | | Schedule Total | <input type="text" value="\$588.00"/> |

ReqID:
 0000008927

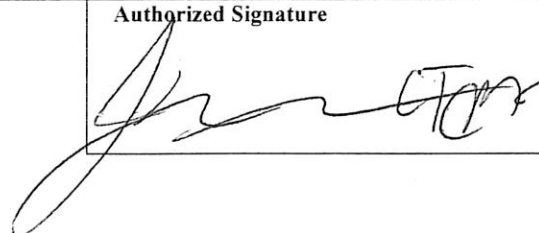
Item Total for Line # 1

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>
[HTTP://WWW.TXDMV.GOV/CONTRACTORS-VENDORS](http://www.txdmv.gov/contractors-vendors)

Authorized Signature



03/18/2020