



Texas Department of Motor Vehicles
 Texas SmartBuy PO # 20087491
 Business Unit # 60800
 Purchase Order # 0000008188

Payment NET30 **Freight** FOB **Ship Via:** US MAIL **PCC:** 0 **Date:** 04/06/20 **PO Method:** DG **Dispatch:** Dispatch **Rev Dt:**
Terms: **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 St
 AUSTIN TX 78751
 United States

Ship To:
 See Detail Below

Vendor ID: 1741976051 1

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

Bill To: 4000 Jackson Avenue
 Austin TX 78731
 United States

Bill To Fax:

Email: Travis.Reese@txdmv.gov

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 Contacts:

[See Line Details]

Vendor Contact:

Audrey Cedillo
 Smartbuy@workquest.com
 (512) 451-8145

TxSmartbuy PO# 20087491

Term Contracts: 207-A2, 615-A1, 620-A1, 832-A1, 640-A1

Authorized Signature

04/07/2020



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Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:	
1-1	10 Oz. Can, Air Duster (1 pack = 12 ea)	207/25	1.0000	PAK	\$72.48000	\$72.48	04/27/2020	
Ship To: 1P00		Delivery Instructions:						
4000 Jackson Avenue Austin TX 78731 United States								
						Schedule Total	\$72.48	
						ReqID: 0000008839		
TxDMV Contact: Claudia Leal Claudia.Leal1@TxDMV.gov (512) 374-5396							Item Total for Line # 1	\$72.48
Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:	
2-1	Correction Tape, White, Single Line, Sideways Delivery. Item # 61529311005	615/29	20.0000	EA	\$2.44000	\$48.80	04/27/2020	
Ship To: 1P25		Delivery Instructions:						
1601-A Southwest Parkway Wichita Falls TX 76302 United States								
						Schedule Total	\$48.80	
						ReqID: 0000008807		
TxDMV Contact: Lori Stovall Lori.Stovall@TxDMV.gov (940) 235-4816							Item Total for Line # 2	\$48.80

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Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:	
3-1	Pencil, Mechanical, Black Lead, Metal Barrel, Rubber Grip, Precision 305. Item # 62060230506	620/60	1.0000	PAK	\$8.48000	\$8.48	04/27/2020	
Ship To: 1P25		Delivery Instructions:						
1601-A Southwest Parkway Wichita Falls TX 76302 United States								
						Schedule Total	\$8.48	
						ReqID: 0000008807		
TxDMV Contact: Lori Stovall Lori.Stovall@TxDMV.gov (940) 235-4816							Item Total for Line # 3	\$8.48
Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:	
4-1	Pen Ballpoint, Medium Point, 4.5", Z Grip Max (Blue ink). Item # 62080151541	620/80	3.0000	DOZ	\$10.60000	\$31.80	04/27/2020	
Ship To: 1P25		Delivery Instructions:						
1601-A Southwest Parkway Wichita Falls TX 76302 United States								
						Schedule Total	\$31.80	
						ReqID: 0000008807		
TxDMV Contact: Lori Stovall Lori.Stovall@TxDMV.gov (940) 235-4816							Item Total for Line # 4	\$31.80

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Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
5-1	Tape, Transparent, Refill, 1" x 1000", Core 1", Multi-Purpose, 6/Pack. Item # 83220112	832/20	9.0000	PKG	\$5.91000	\$53.19	04/27/2020
Ship To: 1P25		Delivery Instructions:					
1601-A Southwest Parkway Wichita Falls TX 76302 United States							
						Schedule Total	\$53.19
						ReqID: 0000008807	
TxDMV Contact: Lori Stovall Lori.Stovall@TxDMV.gov (940) 235-4816						Item Total for Line # 5	\$53.19

Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
6-1	Self Stick Note Pad, 3" x 5", Yellow. Item # 61562384315	615/62	3.0000	PKG	\$11.92000	\$35.76	04/27/2020
Ship To: 1P25		Delivery Instructions:					
1601-A Southwest Parkway Wichita Falls TX 76302 United States							
						Schedule Total	\$35.76
						ReqID: 0000008807	
TxDMV Contact: Lori Stovall Lori.Stovall@TxDMV.gov (940) 235-4816						Item Total for Line # 6	\$35.76

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Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:	
7-1	Skilcraft Air Duster, 10 oz can, 20725292005	615/60	5.0000	EA	\$6.04000	\$30.20	04/20/2020	
Ship To: 1P24		Delivery Instructions:						
2203 Austin Avenue Waco TX 76701 United States								
						Schedule Total	\$30.20	
						RegID: 0000008947		
TxDMV Contact: Stephanie Powell Stephanie.Powell@TxDMV.gov (254) 296-2716							Item Total for Line # 7	\$30.20
Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:	
8-1	Toner, High Yield, CC364X; HPLJP4015 freight included	207/72	1.0000	EA	\$93.96000	\$93.96	04/27/2020	
Ship To: 1P19		Delivery Instructions:						
3901 East Hwy. 80 Odessa TX 79761 United States								
						Schedule Total	\$93.96	
						RegID: 0000008972		
TxDMV Contact: Julie Payne Julie.Payne@TxDMV.gov (432) 276-4411							Item Total for Line # 8	\$93.96

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Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:	
9-1	Notes, Self-Stick, 3" x 3", Yellow, 100 Sheets/Pad, 12 Pads/Pk, Skillcraft, Supplier Part#61562384000	615/62	1.0000	PAK	\$9.39000	\$9.39	05/01/2020	
Ship To: 1P02		Delivery Instructions:						
5715 I-27 Amarillo TX 79110 United States								
						Schedule Total	\$9.39	
						ReqID: 0000008977		
TxDMV Contact: Amanda Porter-Brown Amanda.PorterBrown@TxDMV.gov (806) 457-3611							Item Total for Line # 9	\$9.39
Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:	
10-1	Highlighter with pocket clip, Chisel nib makes broad or thin lines,Features quick drying bright fluorescent yellow ink, SP# 6209036	620/90	10.0000	PKG	\$6.14000	\$61.40	04/27/2020	
Ship To: 1P16		Delivery Instructions:						
2110 E. Governors Circle Houston TX 77092 United States								
						Schedule Total	\$61.40	
						ReqID: 0000009003		
TxDMV Contact: Jessica Geter Jessica.Geter@TxDMV.gov (713) 316-6133							Item Total for Line # 10	\$61.40

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Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:	
11-1	Highlighter, Wedge Tip, 12 Each of One Color per Box, Yellow, SP# 62090361007	620/90	6.0000	DOZ	\$8.30000	\$49.80	04/27/2020	
Ship To: 1P16		Delivery Instructions:						
2110 E. Governors Circle Houston TX 77092 United States								
						Schedule Total	\$49.80	
						ReqID: 0000009003		
TxDMV Contact: Jessica Geter Jessica.Geter@TxDMV.gov (713) 316-6133							Item Total for Line # 11	\$49.80
Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:	
12-1	Marker, Permanent, Chisel Tip, 12 Each of One Color per Box, Black, SP# 62090161027	620/90	8.0000	DOZ	\$5.21000	\$41.68	04/27/2020	
Ship To: 1P16		Delivery Instructions:						
2110 E. Governors Circle Houston TX 77092 United States								
						Schedule Total	\$41.68	
						ReqID: 0000009003		
TxDMV Contact: Jessica Geter Jessica.Geter@TxDMV.gov (713) 316-6133							Item Total for Line # 12	\$41.68

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Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:	
13-1	Self Stick Notes, yellow, Skilcraft 1.5 x 2	615/62	5.0000	PAK	\$4.58000	\$22.90	04/27/2020	
Ship To: 1P19		Delivery Instructions:						
3901 East Hwy. 80 Odessa TX 79761 United States								
						Schedule Total	\$22.90	
				ReqID: 0000008972				
TxDMV Contact: Julie Payne Julie.Payne@TxDMV.gov (432) 276-4411							Item Total for Line # 13	\$22.90
Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:	
14-1	Self Stick Notes Yellow Skilcraft 3x3	615/62	3.0000	PAK	\$9.39000	\$28.17	04/27/2020	
Ship To: 1P19		Delivery Instructions:						
3901 East Hwy. 80 Odessa TX 79761 United States								
						Schedule Total	\$28.17	
				ReqID: 0000008972				
TxDMV Contact: Julie Payne Julie.Payne@TxDMV.gov (432) 276-4411							Item Total for Line # 14	\$28.17

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Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:	
15-1	Paper Towels, Quarter fold, White, 6.5" x 6.5", 150/Box, 6 boxes/case, TIBH, Supplier Part# 64085121008	640/85	1.0000	CS	\$61.85000	\$61.85	05/01/2020	
Ship To: 1P02		Delivery Instructions:						
5715 I-27 Amarillo TX 79110 United States								
						Schedule Total	<input type="text" value="\$61.85"/>	
						ReqID: 0000008977		
TxDMV Contact: Amanda Porter-Brown Amanda.PorterBrown@TxDMV.gov (806) 457-3611							Item Total for Line # 15	<input type="text" value="\$61.85"/>

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

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Purchase Order

PO No. 20087491

Order Date: 4/6/2020

Internal Tracking No.: 8188

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: Multiple ship-to locations. See line details below

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

Agency	Purchaser	Email	Phone
Texas Department Of Motor Vehicles - 608	Travis Reese	Travis.Reese@TxDMV.gov	(512) 465-4180

Line #	NIGP Code	Commodity Code/ Supplier Part #	Item	QTY	UOM	Unit Price	Extended Price
1	20725	20725292005	Compressed Air 10 Oz. Can. Freight Added When Less Than \$25 Contract: 207-A2 Contract Type: Term Delivery ARO (days): 14 Delivery Date: 4/20/2020 Ship to Address: Texas Department Of Motor Vehicles - 608 4000 JACKSON AVENUE AUSTIN TX 78731 Notes: TxDMV Contact: Claudia Leal Claudia.Leal1@TxDMV.gov (512) 374-5396	12	EACH	6.04	\$72.48



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Line #	NIGP Code	Commodity Code/ Supplier Part #	Item	QTY	UOM	Unit Price	Extended Price
2	61529	61529311005	Correction Tape, White, Single Line, Sideways Delivery, Non-Refillable, Plus Freight Order Less Than \$25 Contract: 615-A1 Contract Type: Term Delivery ARO (days): 14 Delivery Date: 4/20/2020 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	20	EACH	2.44	\$48.80
3	62060	62060230506	Pencil, Mechanical, Black Lead, Metal Barrel, Rubber Grip, Precision 305, 6 EA/Pack, Freight Included Attribute 1: 0.5mm 62060230506 Contract: 620-A1 Contract Type: Term Delivery ARO (days): 10 Delivery Date: 4/16/2020 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	1	PACK	8.48	\$8.48



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Line #	NIGP Code	Commodity Code/ Supplier Part #	Item	QTY	UOM	Unit Price	Extended Price
4	62080	62080151541	Pen Ballpoint, Medium Point, 4.5", Z Grip Max, Plus Freight Order Less Than \$25 Attribute 1: Blue-62080151541 Contract: 620-A1 Contract Type: Term Delivery ARO (days): 14 Delivery Date: 4/20/2020 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	3	DOZ	10.60	\$31.80
5	83220	83220112	Tape, Transparent, Refill, 3/4" x 1000", Core 1", Multi-Purpose, 6/ Pack, Freight Order Less Than \$50 Contract: 832-A1 Contract Type: Term Delivery ARO (days): 14 Delivery Date: 4/20/2020 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	9	PKG	5.91	\$53.19
6	61562	61562384315	Self Stick Note Pad, 3" x 5", Yellow, 100 Sheets/Pad, 12 Pads/Pkg, Plus Freight Order Less Than \$25 Contract: 615-A1 Contract Type: Term Delivery ARO (days): 14 Delivery Date: 4/20/2020 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	3	PKG	11.92	\$35.76



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Line #	NIGP Code	Commodity Code/ Supplier Part #	Item	QTY	UOM	Unit Price	Extended Price
7	20725	20725292005	Compressed Air 10 Oz. Can. Freight Added When Less Than \$25 Contract: 207-A2 Contract Type: Term Delivery ARO (days): 14 Delivery Date: 4/20/2020 Ship to Address: Texas Department Of Motor Vehicles - 608 2203 AUSTIN AVENUE WACO TX 76701 Notes: TxDMV Contact: Stephanie Powell Stephanie.Powell@TxDMV.gov (254) 296-2716	5	EACH	6.04	\$30.20
8	20772	20772901815	Toner, High Yield, CC364X; HPLJP4015 Freight Included Contract: 207-A2 Contract Type: Term Delivery ARO (days): 15 Delivery Date: 4/21/2020 Ship to Address: Texas Department Of Motor Vehicles - 608 3901 E HIGHWAY 80 ODESSA TX 79761 Notes: TxDMV Contact: Julie Payne Julie.Payne@TxDMV.gov (432) 276-4411	1	EACH	93.96	\$93.96
9	61562	61562384000	Self Stick Note Pad, 3" x 3", Yellow, 100 Sheets/Pad, 12 Pads/Pkg, Plus Freight Order Less Than \$25 Contract: 615-A1 Contract Type: Term Delivery ARO (days): 14 Delivery Date: 4/20/2020 Ship to Address: Texas Department Of Motor Vehicles - 608 5715 Canyon Dr., Building H AMARILLO TX 79110 Notes: TxDMV Contact: Amanda Porter-Brown Amanda.PorterBrown@TxDMV.gov (806) 457-3611	1	PKG	9.39	\$9.39



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Line #	NIGP Code	Commodity Code/ Supplier Part #	Item	QTY	UOM	Unit Price	Extended Price
10	62090	6209036	Highlighter, Pen Style, Yellow, Chisel Tip, 12/Pkg, Plus Freight Order Less Than \$50 Contract: 620-A1 Contract Type: Term Delivery ARO (days): 14 Delivery Date: 4/20/2020 Ship to Address: Texas Department Of Motor Vehicles - 608 2110 East Governors Circle HOUSTON TX 77092 Notes: TxDMV Contact: Jessica Geter Jessica.Geter@TxDMV.gov (713) 316-6133	10	PKG	6.14	\$61.40
11	62090	62090361007	Highlighter, Wedge Tip, 12 Each, Plus Freight Order Less Than \$25 Attribute 1: 62090363003-Yellow Contract: 620-A1 Contract Type: Term Delivery ARO (days): 14 Delivery Date: 4/20/2020 Ship to Address: Texas Department Of Motor Vehicles - 608 2110 East Governors Circle HOUSTON TX 77092 Notes: TxDMV Contact: Jessica Geter Jessica.Geter@TxDMV.gov (713) 316-6133	6	DOZ	8.30	\$49.80
12	62090	62090161027	Marker, Permanent, Chisel Tip, 12 Each, Plus Freight Order Less Than \$25 Attribute 1: Black-62090161027 Contract: 620-A1 Contract Type: Term Delivery ARO (days): 14 Delivery Date: 4/20/2020 Ship to Address: Texas Department Of Motor Vehicles - 608 2110 East Governors Circle HOUSTON TX 77092 Notes: TxDMV Contact: Jessica Geter Jessica.Geter@TxDMV.gov (713) 316-6133	8	DOZ	5.21	\$41.68



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Line #	NIGP Code	Commodity Code/ Supplier Part #	Item	QTY	UOM	Unit Price	Extended Price
13	61562	61562381501	Note Pad, Self Stick, 1.5" x 2", Yellow, 100 Sheets/Pad, 12 Pads/Pkg, Plus Freight Less Than 12 Pkg Contract: 615-A1 Contract Type: Term Delivery ARO (days): 14 Delivery Date: 4/20/2020 Ship to Address: Texas Department Of Motor Vehicles - 608 3901 E HIGHWAY 80 ODESSA TX 79761 Notes: TxDMV Contact: Julie Payne Julie.Payne@TxDMV.gov (432) 276-4411	5	PKG	4.58	\$22.90
14	61562	61562384000	Self Stick Note Pad, 3" x 3", Yellow, 100 Sheets/Pad, 12 Pads/Pkg, Plus Freight Order Less Than \$25 Contract: 615-A1 Contract Type: Term Delivery ARO (days): 14 Delivery Date: 4/20/2020 Ship to Address: Texas Department Of Motor Vehicles - 608 3901 E HIGHWAY 80 ODESSA TX 79761 Notes: TxDMV Contact: Julie Payne Julie.Payne@TxDMV.gov (432) 276-4411	3	PKG	9.39	\$28.17
15	64085	64085121008	Towel, Paper, Quarter Fold, 100% Paper, 6 1/2" x 6 1/2", 150/Dispenser Box, 6 Box/CS Contract: 640-A1 Contract Type: Term Delivery ARO (days): 15 Delivery Date: 4/21/2020 Ship to Address: Texas Department Of Motor Vehicles - 608 5715 Canyon Dr., Building H AMARILLO TX 79110 Notes: TxDMV Contact: Amanda Porter-Brown Amanda.PorterBrown@TxDMV.gov (806) 457-3611	1	CASE	61.85	\$61.85



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Total \$649.86