



Texas Department of Motor Vehicles
 Business Unit # 60800
 Purchase Order # 000008295

Payment NET30 **Freight** FOB **Ship Via:** US MAIL **PCC:** Q **Date:** 05/04/20 **PO Method:** SV **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: SKYLIGHTS OVER TEXAS LLC
 319 E. NAKOMA
 USA
 SAN ANTONIO TX 78216
 United States

Ship To: 1P22 - San Antonio Region
 15150 Nacogdoches Rd., Ste. 100
 San Antonio TX 78247
 United States

Vendor ID: 1204011015 2

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:

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:

William Digg
 william.digg@TxDMV.gov
 (512) 465-4200

Vendor Contact:

Eric Flores
 skylight@texas.net
 210-402-0500

Per quote dated 05/01/2020

Quantities

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 purchases 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 quantities.

Authorized Signature

05/04/2020



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(13) Custom 2" X 2" Aluminum Framing with 1/4" Acrylic as partition. Each Partition will be length of desk area creating a shield around entire office area. Each one will be approx 67" Height by 5'-6" Width.

- Installation of partitions to be completed within 14 days of receipt of the purchase order OR by May 31, 2020.

- Vendor and TxDMV will schedule evaluation and installation appointments.

Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
1-1	Transparent Safety Partitions for the San Antonio RSC	665/18	19500.0000	UNT	\$1.00000	\$19,500.00	05/11/2020

Schedule Total

ReqID:
0000009102

Purchase and installation of transparent safety partitions to prevent transmission of Covid-19 and other pathogens.

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

J. R. [Signature], CTCM

05/04/2020