Texas Department of Motor Vehicles

Texas SmartBuy PO # 20107340
Business Unit # 60800
Purchase Order # 0000008395

| Payment Terms: NET30 | Freight Terms: PREPAY | Ship Via: VNDR | PCC: 0 | Date: 06/05/20 | PO Method: DG | 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: See Detail Below

Vendor ID: 17419760511

Purchaser: Rosemary Zamora
Phone: 512/465-4199
Fax: 512/495-5641

Bill To: 4000 Jackson Avenue
Austin TX 78731
United States

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.

Texas SmartBuy PO: 20107340
Contract #: 207-A2; 615-A1; 620-A1; 640-A1; 645-A1

VENDOR CONTACT INFORMATION:
VID: 17419760511
Contractor: WorkQuest (formerly TIBH)
Audrey Cedillo
Email: smartbuy@tibh.org
Phone: (512) 451-8145
Address: 1011 East 53 1/2 Street Austin TX 78751

TXDMV CONTACTS:
Lori Paul
Email: lori.paul@txdmv.gov
Phone: 512/465-4048

Khadija Brown

Authorized Signature
Rosemary Zamora
06/05/2020
| Line-Sch: 1-1 | Line Description: Pen, Retractable, Gel ink, Rubber Grip, .7mm Medium Point, Zebra Sarasa - BLUE INK | Class/Item: 620/80 | Quantity: 6.0000 | UOM: DOZ | Unit Price: $10.50000 | Extended Amt: $63.00 | Due Date: 06/05/2020 |
| Ship To: 1P00 | Delivery Instructions: |
|  | 4000 Jackson Avenue Austin TX 78731 United States |
| Schedule Total | $63.00 |
| ReqID: | 0000009183 |

Lori Paul
Email:lori.paul@txdmv.gov
Phone: 512/465-4048

| Line-Sch: 2-1 | Line Description: Highlighter, Wedge Tip, 12 Each, Fluorescent Yellow | Class/Item: 620/90 | Quantity: 2.0000 | UOM: DOZ | Unit Price: $8.30000 | Extended Amt: $16.60 | Due Date: 06/05/2020 |
| Ship To: 1P00 | Delivery Instructions: |
|  | 4000 Jackson Avenue Austin TX 78731 United States |
| Schedule Total | $16.60 |
| ReqID: | 0000009183 |

Lori Paul
Email:lori.paul@txdmv.gov
Phone: 512/465-4048

<p>| Item Total for Line # 1 | $63.00 |
| Item Total for Line # 2 | $16.60 |</p>
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**Ship To:** 1P16

2110 E. Governors Circle
Houston TX 77092
United States

**Delivery Instructions:**

Schedule Total: **$1,906.00**

**ReqID:** 0000009184

Khadija Brown
Email: khadija.brown@txdmv.gov
Phone: 713/316-6131

**Item Total for Line # 3**

$1,906.00

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<td>4-1</td>
<td>Ball Point Pen, stick pen without eraser. POINT/INK: Medium Blue, SP # 62080031008</td>
<td>620/80</td>
<td>5.0000</td>
<td>DOZ</td>
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**Ship To:** 1P16

2110 E. Governors Circle
Houston TX 77092
United States

**Delivery Instructions:**

Schedule Total: **$10.00**

**ReqID:** 0000009187

Khadija Brown
Email: khadija.brown@txdmv.gov
Phone: 713/316-6131

**Item Total for Line # 4**

$10.00

---

**Authorized Signature**

Rosemary Lamoce

06/05/2020
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Khadija Brown
Email: khadija.brown@txdmv.gov
Phone: 713/316-6131

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ASHLEY LOPEZ
Phone: (409) 895-3214
Email: Ashley.lopez@txdmv.gov

Authorized Signature
[Signature]
06/05/2020
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<td>9-1</td>
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Ship To: 1P04

8550 Eastex Freeway
Beaumont TX 77708
United States

Delivery Instructions:

Schedule Total $381.20

ReqID: 0000009190

Item Total for Line # 9 $381.20

Total PO Amount $2,546.48

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

Rosemary Lamoria

06/05/2020
Purchase Order
PO No. 20107340
Order Date: 6/5/2020
Internal Tracking No.: 0000008395

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

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.

(512) 451-8145

NOTE TO CONTRACTOR:

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

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<th>Purchaser</th>
<th>Email</th>
<th>Phone</th>
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<tr>
<td>Texas Department Of Motor Vehicles - 608</td>
<td>Rosemary Zamora</td>
<td><a href="mailto:Rosemary.Zamora@TxDMV.gov">Rosemary.Zamora@TxDMV.gov</a></td>
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<td>5</td>
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<td>$10.00</td>
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**Notes:**
- Lori Paul
  - Email: lori.paul@txdmv.gov
  - Phone: 512/465-4048
- Khadija Brown
  - Email: khadija.brown@txdmv.gov
  - Phone: 713/316-6131
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: 6/19/2020
Ship to Address: Texas Department Of Motor Vehicles - 608
2110 East Governors Circle
HOUSTON TX 77092
Notes: Khadija Brown
Email: khadija.brown@txdmv.gov
Phone: 713/316-6131

Compressed Air 10 Oz. Can. Freight Added When Less Than $25
Contract: 207-A2
Contract Type: Term
Delivery ARO (days): 14
Delivery Date: 6/19/2020
Ship to Address: Texas Department Of Motor Vehicles - 608
8550 EASTEX FREEWAY
BEAUMONT TX 77708
Notes: ASHLEY LOPEZ
Phone: (409) 895-3214
Email: Ashley.lopez@txdmv.gov

Self Stick Note Pad, 3" x 3", Neon, 100 Sheets/Pad, 6 Pads/Pk, Plus Freight Order Less Than $25
Contract: 615-A1
Contract Type: Term
Delivery ARO (days): 14
Delivery Date: 6/19/2020
Ship to Address: Texas Department Of Motor Vehicles - 608
8550 EASTEX FREEWAY
BEAUMONT TX 77708
Notes: ASHLEY LOPEZ
Phone: (409) 895-3214
Email: Ashley.lopez@txdmv.gov
Manufacturer Name: 3M
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| 8      | 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: 6/22/2020  
Ship to Address:  
Texas Department Of Motor Vehicles - 608  
8550 EASTEX FREEWAY  
BEAUMONT TX 77708  
Notes: ASHLEY LOPEZ  
Phone: (409) 895-3214  
Email: Ashley.lopez@txdmv.gov | 1   | CASE | 61.85 | $61.85       |
| 9      | 64521     | 64521350104-10                   | **Paper, Bond, Virgin, Premium No. 4, 20 Lb., 8-1/2" X 11", Freight is included**  
Contract: 645-A1  
Contract Type: Term  
Delivery ARO (days): 20  
Delivery Date: 6/25/2020  
Ship to Address:  
Texas Department Of Motor Vehicles - 608  
8550 EASTEX FREEWAY  
BEAUMONT TX 77708  
Notes: ASHLEY LOPEZ  
Phone: (409) 895-3214  
Email: Ashley.lopez@txdmv.gov  
Manufacturer Name: Skilcraft | 8   | CRTN | 47.65 | $381.20       |

**Total** $2,546.48