Texas Department of Motor Vehicles
Texas SmartBuy PO # 20127150
Business Unit # 60800
Purchase Order # 0000008586

Payment Terms: NET30
Freight Terms: PREPAY
Ship Via: VNDR
PCC: 0
Date: 08/07/20
PO Method: DG
Dispatch Method: 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:

Vendor ID: 1741976051 1

Purchaser: Amanda Leigh Maxwell
Phone:
Fax:

Bill To: 4000 Jackson Avenue
Austin TX 78731
United States

Bill To Fax:

Bill To Email: DMV_FIN-INVOICES@txdmv.gov

PO Information:

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: 20127150
Term Contract#: 620-A1
Vendor Contact: Audrey Cedillo
Email: Smartbuy@workquest.com
Phone: (512) 451-8145
TxDMV Contact: Seberina Palomarez
Phone: 210/731-2151
Email: seberina.palomarez@txdmv.gov
TxDMV Contact: ASHLEY LOPEZ
Phone: 409/895-3214
Email: ashley.lopez@txdmv.gov
TxDMV Contact: Khadija Brown
Email: khadija.brown@txdmv.gov

Authorized Signature

Amanda Maxwell
08/07/2020
<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>
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<tbody>
<tr>
<td>1-1</td>
<td>Pens, Ball Point, Stick, Recycled</td>
<td>620/80</td>
<td>10.0000</td>
<td>DOZ</td>
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<td>08/21/2020</td>
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<td></td>
</tr>
<tr>
<td></td>
<td>8550 Eastex Freeway Beaumont TX 77708 United States</td>
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**Schedule Total**: $28.00

**RegID**: 0000009490

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<td>2-1</td>
<td>Sprayer, 32 oz. CorrectPac All Purpose Cleaner Spray Bottle</td>
<td>485/16</td>
<td>6.0000</td>
<td>EA</td>
<td>$3.35000</td>
<td>$20.10</td>
<td>08/21/2020</td>
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<td>8550 Eastex Freeway Beaumont TX 77708 United States</td>
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**Schedule Total**: $20.10

**RegID**: 0000009490

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**Authorized Signature**

[Signature]

08/07/2020
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<tbody>
<tr>
<td>3-1</td>
<td>Paper, Bond, White, Recycled, Premium No. 4, 20 lb., 8-1/2&quot; x 11&quot;, 500 Sheets/Pkg, 10 Pkgs/CS, Freight Included Supplier Part Number: 64521411708 HP Office Ultra White Paper, Letter Size Paper, 20 Lb, 500 Sheets Per Ream, Case Of 10 Reams</td>
<td>645/21</td>
<td>5.0000</td>
<td>CS</td>
<td>$51.30000</td>
<td>$256.50</td>
<td>08/27/2020</td>
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<tr>
<td>4-1</td>
<td>Wipers, Industrial, Sheet Size: 9 x 16.75, 100 Sheets per Box, 5 BX/CS; SPN # 25023 Supplier Part Number: 25023 Manufacturer Part #: 25023</td>
<td>735/60</td>
<td>2.0000</td>
<td>CS</td>
<td>$46.20000</td>
<td>$92.40</td>
<td>08/14/2020</td>
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**Due Date:**
- Line # 3: 08/27/2020
- Line # 4: 08/14/2020

**Ship To:**
- Line # 3: 1P22 15150 Nacogdoches Rd., Ste. 100 San Antonio TX 78247 United States
- Line # 4: 1P16 2110 E. Governors Circle Houston TX 77092 United States

**Delivery Instructions:**
- Schedule Total $256.50
- Schedule Total $92.40

**ReqID:**
- Line # 3: 0000009495
- Line # 4: 0000009418

**Authorized Signature:**

[Signature]

08/07/2020
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<tr>
<td>5-1</td>
<td>Retractable 07mm gel ink pen has a translucent colored barrel, clip, grip, and plunger cover to indicate ink color. Blue.</td>
<td>620/80</td>
<td>5.0000</td>
<td>DOZ</td>
<td>$10.50000</td>
<td>$52.50</td>
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Manufacturer Part #: 46810D

Ship To: 1P16

2110 E. Governors Circle
Houston TX 77092
United States

Delivery Instructions:

Schedule Total $52.50

ReqID: 0000009418

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

Item Total for Line # 5 $52.50

<table>
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<tr>
<td>6-1</td>
<td>Ball Point Pen, stick pen without eraser.POINT/INK: Medium Blue.</td>
<td>620/80</td>
<td>8.0000</td>
<td>DOZ</td>
<td>$3.00000</td>
<td>$24.00</td>
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SP # 62080031008

Ship To: 1P16

2110 E. Governors Circle
Houston TX 77092
United States

Delivery Instructions:

Schedule Total $24.00

ReqID: 0000009418

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

Item Total for Line # 6 $24.00
<table>
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<td>Correction Tape, Standard Tip, White, Single Line</td>
<td>615/29</td>
<td>20.0000</td>
<td>EA</td>
<td>$1.77000</td>
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<td>Bic Wite-Out Ez Correct Correction Tape 10/Pack, SP</td>
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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
Purchase Order
PO No. 20127150
Order Date: 8/7/2020
Internal Tracking No.: 0000008586

Contractor Info
WorkQuest
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.

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

<table>
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<th>Line #</th>
<th>NIGP Code</th>
<th>Commodity Code/ Supplier Part #</th>
<th>Item Description</th>
<th>QTY</th>
<th>UOM</th>
<th>Unit Price</th>
<th>Extended Price</th>
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<tr>
<td>1</td>
<td>62080</td>
<td>620800031008</td>
<td>Pen, Ballpoint, Stick with Cap, Recycled, Plus Freight Order Less Than $25</td>
<td>10</td>
<td>DOZ</td>
<td>2.00</td>
<td>$20.00</td>
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Attribute 1: Medium
Black-62080036007
Contract: 620-A1
Contract Type: Term
Delivery ARO (days): 14
Delivery Date: 8/21/2020
Ship to Address:
Texas Department Of Motor Vehicles - 608
8550 EASTEX FREEWAY
BEAUMONT TX 77708
Notes: TxDMV Contact: Ashley Lopez
Phone: 409/895-3214
Email: Ashley.lopez@txdmv.gov
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<th>UOM</th>
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<td><strong>Transportation and Freight Charge</strong>&lt;br&gt;Attribute 1: Medium Black-62080036007&lt;br&gt;Delivery Date: 8/21/2020&lt;br&gt;Notes: TxDMV Contact: Ashley Lopez&lt;br&gt;Phone: 409/895-3214&lt;br&gt;Email: <a href="mailto:Ashley.lopez@txdmv.gov">Ashley.lopez@txdmv.gov</a></td>
<td>1</td>
<td>EACH</td>
<td>8.00</td>
<td>$8.00</td>
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<tr>
<td>3</td>
<td>64521</td>
<td>64521411708</td>
<td><strong>Paper, Bond, Recycled, White, Premium No. 4, 20 lb., 8-1/2&quot; x 11&quot;,</strong>&lt;br&gt;&lt;br&gt;<strong>500 Sheets/Pkg, 10 Pkgs/CS, Freight Included. Qty price breaks at 3, 7, 40, 41, 121, 500, and 800 cases.</strong>&lt;br&gt;Contract: 645-A1&lt;br&gt;Contract Type: Term&lt;br&gt;Delivery ARO (days): 20&lt;br&gt;Delivery Date: 8/27/2020&lt;br&gt;Notes: TxDMV Contact: Seberina Palomarez&lt;br&gt;Phone: 210/731-2151&lt;br&gt;Email: <a href="mailto:seberina.palomarez@txdmv.gov">seberina.palomarez@txdmv.gov</a>&lt;br&gt;Manufacturer Name: Skilcraft</td>
<td>5</td>
<td>CRTN</td>
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<td>73560</td>
<td>73560945023</td>
<td><strong>Wipers, Industrial, Sheet Size: 9 x16.75, 100 Sheets/Box, 5 Boxes per CS, Freight is included.</strong>&lt;br&gt;Contract: 735-A1&lt;br&gt;Contract Type: Term&lt;br&gt;Delivery ARO (days): 7&lt;br&gt;Delivery Date: 8/14/2020&lt;br&gt;Notes: TxDMV Contact: Khadija Brown&lt;br&gt;Email: <a href="mailto:khadija.brown@txdmv.gov">khadija.brown@txdmv.gov</a>&lt;br&gt;Phone: 713/316-6131&lt;br&gt;MPN: 25023&lt;br&gt;Manufacturer Name: Brawny</td>
<td>2</td>
<td>CASE</td>
<td>46.20</td>
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<td>5</td>
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<td>62080231100</td>
<td><strong>Pen, Retractable, Gel ink, Rubber Grip, .7mm Medium Point, Zebra Sarasa, Plus Freight Order Less Than $25</strong>&lt;br&gt;Attribute 1: BLUE&lt;br&gt;Contract: 615-A1&lt;br&gt;Contract Type: Term&lt;br&gt;Delivery ARO (days): 14&lt;br&gt;Delivery Date: 8/21/2020&lt;br&gt;Ship to Address: Texas Department Of Motor Vehicles - 608&lt;br&gt;2110 East Governors Circle&lt;br&gt;HOUSTON TX 77092&lt;br&gt;Notes: TxDMV Contact: Khadija Brown&lt;br&gt;Email: <a href="mailto:khadija.brown@txdmv.gov">khadija.brown@txdmv.gov</a>&lt;br&gt;Phone: 713/316-6131&lt;br&gt;MPN: 46810D&lt;br&gt;Manufacturer Name: Zebra</td>
<td>5</td>
<td>DOZ</td>
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<td>$52.50</td>
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<td>6</td>
<td>62080</td>
<td>62080031008</td>
<td><strong>Pen, Ballpoint, Stick with Cap, Recycled, Plus Freight Order Less Than $25</strong>&lt;br&gt;Attribute 1: Fine Blue-62080031008&lt;br&gt;Contract: 620-A1&lt;br&gt;Contract Type: Term&lt;br&gt;Delivery ARO (days): 14&lt;br&gt;Delivery Date: 8/21/2020&lt;br&gt;Ship to Address: Texas Department Of Motor Vehicles - 608&lt;br&gt;2110 East Governors Circle&lt;br&gt;HOUSTON TX 77092&lt;br&gt;Notes: TxDMV Contact: Khadija Brown&lt;br&gt;Email: <a href="mailto:khadija.brown@txdmv.gov">khadija.brown@txdmv.gov</a>&lt;br&gt;Phone: 713/316-6131</td>
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**Purchase Order**

**PO No. 20127150**

Order Date: 8/7/2020

Internal Tracking No.: 0000008586

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<tr>
<td>8</td>
<td>48516</td>
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<td><strong>Sprayer, 32 oz. CorrectPac All Purpose Cleaner Spray Bottle. Freight is added when less than $50 of combined products are ordered.</strong>&lt;br&gt;Contract: 485-A1&lt;br&gt;Contract Type: Term&lt;br&gt;Delivery ARO (days): 14&lt;br&gt;Delivery Date: 8/21/2020&lt;br&gt;Ship to Address: Texas Department Of Motor Vehicles - 608&lt;br&gt;8550 EASTEX FREEWAY&lt;br&gt;BEAUMONT TX 77708&lt;br&gt;Notes: TxDMV Contact: Ashley Lopez&lt;br&gt;Phone: 409/895-3214&lt;br&gt;Email: <a href="mailto:Ashley.lopez@txdmv.gov">Ashley.lopez@txdmv.gov</a>&lt;br&gt;Manufacturer Name: Correct Pac</td>
<td>6</td>
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<td><strong>Transportation and Freight Charge</strong>&lt;br&gt;Delivery Date: 8/21/2020&lt;br&gt;Notes: TxDMV Contact: Ashley Lopez&lt;br&gt;Phone: 409/895-3214&lt;br&gt;Email: <a href="mailto:Ashley.lopez@txdmv.gov">Ashley.lopez@txdmv.gov</a></td>
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<td>61529301006</td>
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**Total** $508.90