



Texas Department of Motor Vehicles
 Business Unit # 60800
 Purchase Order # 0000008937
 Purchase Order Change Notice (# 2)

Payment NET30 **Freight** FOB **Ship Via:** US MAIL **PCC:** 0 **Date:** 10/30/20 **PO Method:** DG **Dispatch:** Dispatch **Rev Dt:** 02/24/22
Terms: **Terms:** Destination **Dispatch:** 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: Amanda Leigh Maxwell
Phone: 512/465-1226
Fax:

Bill To: 4000 Jackson Avenue
 Austin TX 78731
 United States

Bill To Fax:

Email: Mandy.Maxwell@txdmv.gov

Bill To Email: DMV_FIN-INVOICES@TxDMV.gov

PO Information:

POCN# 2 - by Mandy Maxwell, 02/24/2022
 Reduced hours on line 2 from 1604 to 609. Original contractor, Victoria Puentes last day was 01/03/2022.
 Added line 3 for remaining balance of hours, 1407 for new contractor, Colleen Martin.
 Colleen Martin Term: 02/28/2022 - 08/31/2022
 Updated TxDMV contact info to Aline Aucoin.
 Updated Term Contract #: 962-S3 from previous contract# 962-M3

POCN# 1 - by Mandy Maxwell, 08/13/2021
 Changed buyer from Andrew Ortegón to Amanda Maxwell
 Updated Vendor Contact
 Added line 2 for FY22 funding for 12 month Contract Extension
 Updated Term 09/01/2021 - 08/31/2022

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.

Quantity(ies):

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 purchase 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 quantity(ies).

Authorized Signature

02/25/2022



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Texas Department of Motor Vehicles Standard Terms and Conditions can be found at: <http://www.txdmv.gov/contractors-vendors>

Original Service Period: 10/30/2020 - 08/31/2021

TxDMV Contact: Aline Aucoin
 Email: Aline.Aucoin@txdmv.gov
 Phone: 512-465-4206

Vendor contact: Shay Hopson
 Phone: 512-453-8833 x 119
 Text: 512-764-9660
shay@peakperformers.org

Per the terms and conditions of 962-S3.

WorkQuest (Formerly Texas Industries for the Blind and Handicapped (TIBH)):
 Human Resources Code, Title 8, Chapter 122, Section 122.001 and Texas Government Code, Title 10, Chapter 2155, Sections 2155.138 and 2155.441

Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
1-1	Temporary Program Specialist III Level: Expert (Victoria Puentes)	962/69	1840.0000	HR	\$50.29000	\$92,533.60	11/01/2020

Ship To: 1P00

Delivery Instructions:

4000 Jackson Avenue
 Austin TX 78731
 United States

Schedule Total \$92,533.60

Contract ID:
0000008937

ReqID:
0000009858

Point of Contact: Tracey Beaver, 512-465-4160, Tracey.Beaver@TxDMV.gov

Work Location: 4000 Jackson Avenue Austin, TX 78731. Flexible worksites to be determined with Supervisor Tracey Beaver.

Accounts Payable Contact: Lisa Selvera, 512-465-4027

Invoice Address: Texas Department of Motor Vehicles 4000 Jackson Avenue, Bldg 1-5th Floor

Contractor Name: Victoria Puentes

Job Class Title: 1572

Confirmation Date: 10/30/2020

Estimated number of hours: 1840

Work Schedule: 8am - 5pm Monday - Friday (40 hours per week.)

Rate: Indicate: Expert

Item Total for Line # 1 \$92,533.60

Authorized Signature

02/25/2022



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Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
2-1	Temporary Program Specialist III Level: Expert (Victoria Puentes)	962/69	609.0000	HR	\$50.29000	\$30,626.61	08/13/2021
Ship To: 1P00		Delivery Instructions:					
4000 Jackson Avenue Austin TX 78731 United States							
						Schedule Total	\$30,626.61
Contract ID: 0000008937				ReqID: 0000010699			
<p>Point of Contact: Tracey Beaver, 512-465-4160, Tracey.Beaver@TxDMV.gov Work Location: 4000 Jackson Avenue, Austin, TX 78731. Flexible worksites to be determined with Supervisor Tracey Beaver. Accounts Payable Contact: Lisa Selvera, 512-465-4027 Invoice Address: Texas Department of Motor Vehicles 4000 Jackson Avenue, Bldg 1-5th Floor Contractor Name: Victoria Puentes Job Class Title: 1572 Estimated number of hours: 2,016 Work Schedule: 8am - 5pm Monday - Friday (40 hours per week.) Rate: Indicate: Expert Term: 09/01/2021 - 01/03/2022</p>							
						Item Total for Line # 2	\$30,626.61

Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
3-1	Temporary Program Specialist III Level: Expert (Colleen Martin)	962/69	1407.0000	HR	\$50.29000	\$70,758.03	02/28/2022
Ship To: 1P12		Delivery Instructions:					
4000 Jackson Avenue Austin TX 78731 United States							
						Schedule Total	\$70,758.03
Contract ID: 0000008937							
<p>Point of Contact: Aline Alcoin, Aline.Aucoin@txdmv.gov; 512-465-4206 Work Location: 4000 Jackson Avenue, Austin, TX 78731. Flexible worksites to be determined with Supervisor Tracey Beaver. Accounts Payable Contact: Lisa Selvera, 512-465-4027 Invoice Address: Texas Department of Motor Vehicles 4000 Jackson Avenue, Bldg 1-5th Floor Contractor Name: Colleen Martin Job Class Title: 1572 Estimated number of hours: 1,407 Work Schedule: 8am - 5pm Monday - Friday (40 hours per week.) Rate: Indicate: Expert Term: 02/28/2022 - 08/31/2022</p>							
						Item Total for Line # 3	\$70,758.03

Authorized Signature

 02/25/2022



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Page: 4 of 4

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

[Handwritten Signature]

02/25/2022