



Texas Department of Motor Vehicles
 Texas SmartBuy PO # 21026600
 Business Unit # 60800
 Purchase Order # 0000008963

Payment Terms: NET30 **Freight Terms:** PREPAY **Ship Via:** VNDR **PCC:** E **Date:** 11/04/20 **PO Method:** SP **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: 1741976051 1

Purchaser: Ryan Martin Brown
Phone:
Fax:

Bill To: 4000 Jackson Avenue
 Austin TX 78731
 United States

Bill To Fax:

Email: Ryan.Brown@txdmv.gov

Bill To Email: DMV_FIN-INVOICES@TxDMV.gov

PO Information:

TXSmartBuy #: 21026600
 Contract #: 615-A1

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 Invoices@txdmv.gov. 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, whichever is later.

Note: warrants will not be issued to a vendor without a current Texas Identification Number.

TxDmv Contact:

Ryan Brown
 512-465-4199
 ryan.brown@txdmv.gov

Vendor Contact:

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

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Texas SmartBuy PO # 21026600
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Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
1-1	Calendar, Wall, Monthly, 22 In x 31.25 In. Wirebound, SP # 61519703504	615/19	1.0000	EA	\$17.79000	\$17.79	11/13/2020
Ship To: 1P16		Delivery Instructions:					
2110 E. Governors Circle Houston TX 77092 United States							
						Schedule Total	\$17.79
				ReqID: 0000009838			
						Item Total for Line # 1	\$17.79
Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
2-1	Calendar, Monthly, Wall/Desk Vinyl Holder, 11 In x 8.5 In, SP # 61519703502	615/19	1.0000	EA	\$11.49000	\$11.49	11/13/2020
Ship To: 1P16		Delivery Instructions:					
2110 E. Governors Circle Houston TX 77092 United States							
						Schedule Total	\$11.49
				ReqID: 0000009838			
						Item Total for Line # 2	\$11.49

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Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
3-1	Calendar, Monthly Planner, Black, 6.8 In x 8.75 In, SP # 61519700279	615/19	21.0000	EA	\$13.08000	\$274.68	11/13/2020
Ship To: 1P16		Delivery Instructions:					
2110 E. Governors Circle Houston TX 77092 United States							
						Schedule Total	\$274.68
						ReqID: 0000009838	
						Item Total for Line # 3	\$274.68
Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
4-1	Calendar, Wall, 1 Year Planner, Block 1 In x 1.5 In, SP # 61519703506	615/19	1.0000	EA	\$13.30000	\$13.30	11/13/2020
Ship To: 1P16		Delivery Instructions:					
2110 E. Governors Circle Houston TX 77092 United States							
						Schedule Total	\$13.30
						ReqID: 0000009838	
						Item Total for Line # 4	\$13.30

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Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
5-1	Calendar, Weekly Planner, Black, 5 in x 8 in, SP # 61519700278	615/19	3.0000	EA	\$12.21000	\$36.63	11/13/2020
Ship To: 1P16		Delivery Instructions:					
2110 E. Governors Circle Houston TX 77092 United States							
						Schedule Total	\$36.63
						ReqID: 0000009838	
						Item Total for Line # 5	\$36.63
Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
6-1	Calendar, Wall, Jan - Dec. 24 x 37, Laminated, 2 Sides, Incl. Marker and Hangers, SP # 61519130781	615/19	1.0000	EA	\$16.29000	\$16.29	11/13/2020
Ship To: 1P16		Delivery Instructions:					
2110 E. Governors Circle Houston TX 77092 United States							
						Schedule Total	\$16.29
						ReqID: 0000009838	
						Item Total for Line # 6	\$16.29

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Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
7-1	2021 Calendar, Desk Pak, 22 x 17, 12 Months Product No. 61519130779	615/19	7.0000	EA	\$8.49000	\$59.43	11/20/2020
Ship To: 1P24		Delivery Instructions:					
2203 Austin Avenue Waco TX 76701 United States							
						Schedule Total	\$59.43
						ReqID: 0000009845	
						Item Total for Line # 7	\$59.43

Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
8-1	2021 Calendar, Wall Monthly, 22 In x 31.25 In. Wirebound Product No. 61519703504	615/19	3.0000	EA	\$17.79000	\$53.37	11/20/2020
Ship To: 1P24		Delivery Instructions:					
2203 Austin Avenue Waco TX 76701 United States							
						Schedule Total	\$53.37
						ReqID: 0000009845	
						Item Total for Line # 8	\$53.37

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Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
9-1	Appointment Calendar, Monthly, Wire Bound, Black, SKU: 61519700279	615/19	15.0000	EA	\$13.08000	\$196.20	11/23/2020
Ship To: 1P13		Delivery Instructions:					
2425 Gravel Dr. Fort Worth TX 76118 United States							
						Schedule Total	\$196.20
						ReqID: 0000009847	
Requestor: Christy McDaniel						Item Total for Line # 9	\$196.20

Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
10-1	Calendar, Weekly Planner, Black, 5 in x 8 in, SKU: 61519700278	615/19	3.0000	EA	\$12.21000	\$36.63	11/23/2020
Ship To: 1P13		Delivery Instructions:					
2425 Gravel Dr. Fort Worth TX 76118 United States							
						Schedule Total	\$36.63
						ReqID: 0000009847	
Requestor: Christy McDaniel						Item Total for Line # 10	\$36.63

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Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
11-1	Calendar, Wall, Monthly, 22 In x 31.25 In CC 61519703504	615/19	1.0000	EA	\$17.79000	\$17.79	11/27/2020
Ship To: 1P17		Delivery Instructions:					
4549 W. Loop 281 Longview TX 75604 United States							
						Schedule Total	\$17.79
						ReqID: 0000009860	
						Item Total for Line # 11	\$17.79
Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
12-1	Calendar, Desk Pad, 22 x 17, 12 Months CC 61519130779	615/19	4.0000	EA	\$8.49000	\$33.96	11/27/2020
Ship To: 1P17		Delivery Instructions:					
4549 W. Loop 281 Longview TX 75604 United States							
						Schedule Total	\$33.96
						ReqID: 0000009860	
						Item Total for Line # 12	\$33.96
Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
13-1	Calendar, Refill, Jan to Dec, 3.5 in x 6in. CC 61519700717	615/19	3.0000	EA	\$2.81000	\$8.43	11/27/2020
Ship To: 1P17		Delivery Instructions:					
4549 W. Loop 281 Longview TX 75604 United States							
						Schedule Total	\$8.43
						ReqID: 0000009860	
						Item Total for Line # 13	\$8.43

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Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
14-1	Calendar, Monthly Planner, Black, 6.8 In x 8.75 CC 61519700279	615/19	1.0000	EA	\$13.08000	\$13.08	11/27/2020
Ship To: 1P17		Delivery Instructions:					
4549 W. Loop 281 Longview TX 75604 United States							
						Schedule Total	\$13.08
						ReqID: 0000009860	
						Item Total for Line # 14	\$13.08
Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
15-1	Calendar, refill 3.5 in x 6 in; SP# 61519700717	615/19	5.0000	EA	\$2.81000	\$14.05	11/20/2020
Ship To: 1P07		Delivery Instructions:					
602 N. Staples Street Corpus Christi TX 78401 United States							
						Schedule Total	\$14.05
						ReqID: 0000009862	
						Item Total for Line # 15	\$14.05

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Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
16-1	Calendar, desk pad, 22 x 17, 12 months;SP# 61519130779	615/19	1.0000	EA	\$8.49000	\$8.49	11/18/2020
Ship To: 1P07		Delivery Instructions:					
602 N. Staples Street Corpus Christi TX 78401 United States							
						Schedule Total	\$8.49
						ReqID: 0000009862	
						Item Total for Line # 16	\$8.49
Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
17-1	Calendar, Refill, Jan to Dec, 3.5 in x 6 in, two-page spread for each work day (#61519700717)	615/19	13.0000	EA	\$2.81000	\$36.53	11/04/2020
Ship To: 1P22		Delivery Instructions:					
15150 Nacogdoches Rd., Ste. 100 San Antonio TX 78247 United States							
						Schedule Total	\$36.53
						ReqID: 0000009879	
						Item Total for Line # 17	\$36.53

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Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
18-1	Calendar, Desk Pad, 22 x 17, 12 months, plus freight order less than \$25 (#61519130779)	615/19	4.0000	EA	\$8.49000	\$33.96	11/04/2020
Ship To: 1P22		Delivery Instructions:					
15150 Nacogdoches Rd., Ste. 100 San Antonio TX 78247 United States							
						Schedule Total	\$33.96
						ReqID: 0000009879	
						Item Total for Line # 18	\$33.96
Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
19-1	Jan - Dec planner provides a full year ref to aid in planning. (#61519700278)	615/19	4.0000	EA	\$12.21000	\$48.84	11/04/2020
Ship To: 1P22		Delivery Instructions:					
15150 Nacogdoches Rd., Ste. 100 San Antonio TX 78247 United States							
						Schedule Total	\$48.84
						ReqID: 0000009879	
						Item Total for Line # 19	\$48.84

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Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
20-1	Calendar, Refill, Jan to Dec, 3.5 in x 6 in - 61519700717	615/19	1.0000	EA	\$2.81000	\$2.81	12/03/2020
Ship To: 1P00		Delivery Instructions:					
4000 Jackson Avenue Austin TX 78731 United States							
						Schedule Total	\$2.81
						RegID: 0000009900	
						Item Total for Line # 20	\$2.81
Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
21-1	Calendar, Wall, Monthly, 22 In x 31.25 In. Wirebound - 61519703504	615/19	9.0000	EA	\$17.79000	\$160.11	12/03/2020
Ship To: 1P00		Delivery Instructions:					
4000 Jackson Avenue Austin TX 78731 United States							
						Schedule Total	\$160.11
						RegID: 0000009900	
						Item Total for Line # 21	\$160.11

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Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
22-1	Calendar, Monthly, Wall/Desk Vinyl Holder, 11 In x 8.5 In. Monthly calendar with protective cover - 61519703502	615/19	5.0000	EA	\$11.49000	\$57.45	12/03/2020
Ship To: 1P00		Delivery Instructions:					
4000 Jackson Avenue Austin TX 78731 United States						Schedule Total	\$57.45
				ReqID: 0000009900			
						Item Total for Line # 22	\$57.45
Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
23-1	Calendar, Desk Pad, 22 x 17, 12 Months - 61519130779	615/19	3.0000	EA	\$8.49000	\$25.47	12/03/2020
Ship To: 1P00		Delivery Instructions:					
4000 Jackson Avenue Austin TX 78731 United States						Schedule Total	\$25.47
				ReqID: 0000009900			
						Item Total for Line # 23	\$25.47

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Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
24-1	Calendar, Monthly Planner, Black, 6.8 In x 8.75 In - 61519700279	615/19	14.0000	EA	\$13.08000	\$183.12	12/03/2020
Ship To: 1P00		Delivery Instructions:					
4000 Jackson Avenue Austin TX 78731 United States							
						Schedule Total	\$183.12
						ReqID: 0000009900	
						Item Total for Line # 24	\$183.12
Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
25-1	Wall calendar planner displays 1 year for easy scheduling by day, week, month or year. Unlaminated version keeps notes permanently on the planner. Block size is 1 1/2 x 1.5 for each day. - 61519703506	615/19	1.0000	EA	\$13.30000	\$13.30	12/03/2020
Ship To: 1P00		Delivery Instructions:					
4000 Jackson Avenue Austin TX 78731 United States							
						Schedule Total	\$13.30
						ReqID: 0000009900	
						Item Total for Line # 25	\$13.30

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Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
26-1	January & December planner provides a full year reference to aid in planning. Includes 30-minute or 1-hour appointment increments - 61519700278	615/19	8.0000	EA	\$12.21000	\$97.68	12/03/2020
Ship To: 1P00		Delivery Instructions:					
4000 Jackson Avenue Austin TX 78731 United States							
						Schedule Total	\$97.68
						RegID: 0000009900	
						Item Total for Line # 26	\$97.68
Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
27-1	Calendar Refill Jan to Dec 2021, 3.5"x6", two-page spread for each work day. #61519700717	615/19	10.0000	EA	\$2.81000	\$28.10	12/17/2020
Ship To: 1P09		Delivery Instructions:					
1227 Lee Trevino, Ste. 100 El Paso TX 79907 United States							
						Schedule Total	\$28.10
						RegID: 0000009943	
El Paso RSC Office						Item Total for Line # 27	\$28.10

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Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
28-1	Calendar, Monthly Planner, Black, 6.8"x8.75" January-December planner provides a full year reference to aid in planning. #61519700279	615/19	4.0000	EA	\$13.08000	\$52.32	12/17/2020
Ship To: 1P09		Delivery Instructions:					
1227 Lee Trevino, Ste. 100 El Paso TX 79907 United States							
						Schedule Total	\$52.32
						ReqID: 0000009943	
El Paso RSC						Item Total for Line # 28	\$52.32
Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
29-1	2021 Calendar Product No. 61519130779; Calendar, Desk Pad, 22 x 17, 12 Months, Plus Freight Order Less Than \$25, January-December, Complete year of calendars across the bottom, Reinforced, black leatherette corners hold the sheets in place. Includes jul	615/19	1.0000	EA	\$8.49000	\$8.49	11/19/2020
Ship To: 1P00		Delivery Instructions:					
4000 Jackson Avenue Austin TX 78731 United States							
						Schedule Total	\$8.49
						ReqID: 0000009899	
						Item Total for Line # 29	\$8.49

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Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:	
30-1	2021 Calendar, Refill, Jan-Dec, 3.5 in x 6 in - CC# 61519700717	615/19	1.0000	EA	\$2.81000	\$2.81	11/19/2020	
Ship To: 1P00		Delivery Instructions:						
4000 Jackson Avenue Austin TX 78731 United States								
						Schedule Total	\$2.81	
						ReqID: 0000009902		
Contract Monitor: Renee Israel 512-465-1420 Renee.Israel@Txdmv.gov							Item Total for Line # 30	\$2.81
Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:	
31-1	2021 Calendar, Wall, Monthly, 22 In x 31.25 In. Wirebound - CC# 61519703504	615/19	6.0000	EA	\$17.79000	\$106.74	11/19/2020	
Ship To: 1P00		Delivery Instructions:						
4000 Jackson Avenue Austin TX 78731 United States								
						Schedule Total	\$106.74	
						ReqID: 0000009902		
Contract Monitor: Renee Israel 512-465-1420 Renee.Israel@Txdmv.gov							Item Total for Line # 31	\$106.74

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Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:	
32-1	2021 Calendar, Monthly, Wall/Desk Vinyl Holder, 11 In x 8.5 In, - CC# 61519703502	615/19	9.0000	EA	\$11.49000	\$103.41	11/19/2020	
Ship To: 1P00		Delivery Instructions:						
4000 Jackson Avenue Austin TX 78731 United States								
						Schedule Total	\$103.41	
						ReqID: 0000009902		
Contract Monitor: Renee Israel 512-465-1420 Renee.Israel@Txdmv.gov							Item Total for Line # 32	\$103.41
Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:	
33-1	2021 Calendar, Desk Pad, 22 x 17 - CC# 61519130779	615/19	9.0000	EA	\$8.49000	\$76.41	11/19/2020	
Ship To: 1P00		Delivery Instructions:						
4000 Jackson Avenue Austin TX 78731 United States								
						Schedule Total	\$76.41	
						ReqID: 0000009902		
Contract Monitor: Renee Israel 512-465-1420 Renee.Israel@Txdmv.gov							Item Total for Line # 33	\$76.41

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Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:	
34-1	2021 Calendar, Monthly Planner, Black, 6.8 In x 8.75 In - CC# 61519700279	615/19	19.0000	EA	\$13.08000	\$248.52	11/19/2020	
Ship To: 1P00		Delivery Instructions:						
4000 Jackson Avenue Austin TX 78731 United States								
						Schedule Total	\$248.52	
						ReqID: 0000009902		
Contract Monitor: Renee Israel 512-465-1420 Renee.Israel@Txdmv.gov							Item Total for Line # 34	\$248.52
Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:	
35-1	2021 Calendar, Wall, 1 Year Planner, Block 1 In x 1.5 In - CC# 61519703506	615/19	1.0000	EA	\$13.30000	\$13.30	11/19/2020	
Ship To: 1P00		Delivery Instructions:						
4000 Jackson Avenue Austin TX 78731 United States								
						Schedule Total	\$13.30	
						ReqID: 0000009902		
Contract Monitor: Renee Israel 512-465-1420 Renee.Israel@Txdmv.gov							Item Total for Line # 35	\$13.30

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Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
36-1	2021 Calendar, Weekly Planner, Black, 5 in x 8 in - CC# 61519700278	615/19	7.0000	EA	\$12.21000	\$85.47	11/19/2020
Ship To: 1P00		Delivery Instructions:					
4000 Jackson Avenue Austin TX 78731 United States							
						Schedule Total	\$85.47
						ReqID: 0000009902	
Contract Monitor: Renee Israel 512-465-1420 Renee.Israel@Txdmv.gov						Item Total for Line # 36	\$85.47
Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
37-1	2021 Calendar, Wall, January - December, 24 x 37, Laminated, 2 Sides Vertical or Horizontal - CC# 61519130781	615/19	2.0000	EA	\$16.29000	\$32.58	11/19/2020
Ship To: 1P00		Delivery Instructions:					
4000 Jackson Avenue Austin TX 78731 United States							
						Schedule Total	\$32.58
						ReqID: 0000009902	
Contract Monitor: Renee Israel 512-465-1420 Renee.Israel@Txdmv.gov						Item Total for Line # 37	\$32.58

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Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:	
38-1	2021 House Of Doolittle Hod272002 2-Year Weekly Calendar Planner, Professional, Black Cover, 8.5 X 11 - HOD272002	615/19	1.0000	EA	\$14.71000	\$14.71	11/19/2020	
Ship To: 1P00		Delivery Instructions:						
4000 Jackson Avenue Austin TX 78731 United States								
						Schedule Total	<input type="text" value="\$14.71"/>	
				ReqID: 0000009902				
Contract Monitor: Renee Israel 512-465-1420 Renee.Israel@Txdmv.gov							Item Total for Line # 38	<input type="text" value="\$14.71"/>

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

11/19/2020