

Texas SmartBuy PO # 21035454 Business Unit # 60800 Purchase Order # 0000009071

Page: 1 of 7

Date: 12/01/20 PO Method: DG Dispatch: Dispatch Rev Dt: Payment NET30 Freight See Detail Ship Via: See **PCC**: 0

Terms: Terms: Below Detail Below

PLEASE NOTE: ADDITIONAL TERMS AND CONDITIONS MAY BE LISTED AT THE END OF THE PURCHASE ORDER.

Vendor: WORKQUEST Ship To: 1011 E 53rd St See Detail Below

AUSTIN TX 78751 **United States**

4000 Jackson Avenue Bill To:

Austin TX 78731 Vendor ID: 1741976051 1 United States

Purchaser: Amanda Leigh Maxwell Phone:

Fax: Bill To Fax:

Bill To Email: Email: Amanda.Maxwell@txdmv.gov 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.

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

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

Term Contract #: 080-A2

207-A2 605-A1 615-A1 615-A3 620-A1 645-S1 832-A1

Vendor Contact: Audrey Cedillo Email: Smartbuy@workquest.com

Phone: (512) 451-8145

TXDMV Contact: Christy McDaniel Phone: 817/285-1512

Email: christy.McDaniel@txdmv.gov

Authorized Signature



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TXDMV Contact: Lori G Paul Vehicle Titles Reg Division Email: lori.g.paul@txdmv.gov Phone: 512/465-4048

TxDMV Contact: Khadija Brown Email: khadija.brown@txdmv.gov

Phone: 713/316-6131

Line-Sch: Line Description: Class/Item: Quantity: UOM: Unit Price: Extended Amt: Due Date: 1-1 Ball Point Pen, Medium Point, 620/80 12.0000 DOZ \$7.27000 \$87.24 12/15/2020

Blue Ink, SKU: 62080058001-

2

Ship To: 1P13 Delivery Instructions:

2425 Gravel Dr. Fort Worth TX 76118 United States

Schedule Total \$87.24

ReqID: 0000009975

Christy McDaniel Phone: 817/285-1512

Email: christy.McDaniel@txdmv.gov

Item Total for Line # 1 \$87.24

Quantity: Line-Sch: Line Description: Class/Item: UOM: **Unit Price: Extended Amt:** Due Date: 2-1 Ball Point Pen, Medium Point, 620/80 12.0000 DOZ \$7.27000 \$87.24 12/15/2020

Black Ink, SKU: 62080058001-1

Ship To: 1P13 Delivery Instructions:

2425 Gravel Dr. Fort Worth TX 76118 United States

Schedule Total \$87.24

ReqID: 0000009975

Christy McDaniel Phone: 817/285-1512

Email: christy.McDaniel@txdmv.gov

Item Total for Line # 2

\$87.24

Authorized Signature



Texas Department of Motor Vehicles Texas SmartBuy PO # 21035454 Business Unit # 60800 Purchase Order # 0000009071

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| Line-Sch : 3-1 | | | Class/Item: 207/25 | Quantity: 12.0000 | UOM: EA | Unit Price: \$6.04000 | Extended Amt: \$72.48 | Due Date: 12/15/2020 |
|-----------------------|------------|--|---------------------------|-----------------------------|--------------------|---------------------------------|--------------------------|--------------------------------|
| | Ship To: | 1P13 | Delive | ry Instructions: | | | | |
| | | 2425 Gravel Dr. Fort Worth TX 76118 United States | | | | | Schedule Total | \$72.48 |
| | | | | | <u>Req</u> 0000 | I ID: 0009975 | | |
| | 17/285-151 | 2 niel@txdmv.gov | | | | | | |
| | | | | | | Iten | n Total for Line # 3 | \$72.48 |
| Line-Sch: 4-1 | West T | escription: exas Lighthouse, Vinyl older, SKU: 107050 | Class/Item: 080/10 | Quantity: 1.0000 | UOM: PKG | Unit Price: \$23.89000 | Extended Amt: \$23.89 | Due Date: 01/05/2021 |
| | Ship To: | 1P13 | Delivery Instructions: | | | | | |
| | | 2425 Gravel Dr. Fort Worth TX 76118 United States | | | | | Schedule Total | \$23.89 |
| | | | | | <u>Req</u> | <u>ID:</u> 0009975 | | |
| | 17/285-151 | 2 niel@txdmv.gov | | | | lten | n Total for Line # 4 | \$23.89 |
| | | | | | | | | |

Authorized Signature



Texas SmartBuy PO # 21035454 Business Unit # 60800 Purchase Order # 0000009071

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Extended Amt:

\$46.95

Schedule Total

Line-Sch: 5-1

Line Description:

Stick Note Pad 3"x3", Yellow

Supplier Part Number:

61562384000

Ship To: 1P00

Delivery Instructions:

Quantity:

5.0000

Class/Item:

Class/Item:

615/37

615/62

4000 Jackson Avenue Austin TX 78731 United States

\$46.95

Due Date:

12/15/2020

ReqID: 0000009969

Unit Price:

\$62.69000

Unit Price:

\$9.39000

UOM:

PKG

UOM:

CTN

Lori G Paul

Vehicle Titles Reg Division Email: lori.g.paul@txdmv.gov Phone: 512/465-4048

Item Total for Line # 5

\$46.95

Due Date:

12/21/2020

Line-Sch:

Line Description:

Box, Archive Storage,

Removable Lid, Letter/Legal,

Recycled

Supplier Part Number:

61537130850

Ship To: 1P00

Delivery Instructions:

Quantity:

20.0000

4000 Jackson Avenue

Austin TX 78731 United States

Schedule Total

Extended Amt:

\$1,253.80

\$1,253.80

ReqID: 0000009969

Lori G Paul

Vehicle Titles Reg Division Email: lori.g.paul@txdmv.gov

Phone: 512/465-4048

Item Total for Line # 6

\$1,253.80

Authorized Signature



Texas SmartBuy PO # 21035454 Business Unit # 60800 Purchase Order # 0000009071

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Class/Item: Line Description: UOM: Unit Price: **Extended Amt:** Due Date: Line-Sch: Quantity: Tape, Transparent, Refill, 3/4" PAK 7-1 3.0000 \$5.91000 12/15/2020 832/20 \$17.73 x 1000", Core 1", Multi-Purpose, 6/Pack Supplier Part Number:

83220112

Ship To: 1P00 **Delivery Instructions:**

> 4000 Jackson Avenue Austin TX 78731 **United States**

Schedule Total \$17.73

RegID: 0000009969

Lori G Paul

Vehicle Titles Reg Division Email: lori.g.paul@txdmv.gov Phone: 512/465-4048

> Item Total for Line # 7 \$17.73

UOM: Due Date: Line-Sch: Line Description: Class/Item: Quantity: **Unit Price: Extended Amt:** Paper, Bond, Recycled, 645/21 30.0000 CTN \$43.21000 \$1,296.30 12/21/2020

White, 20lb, 8-1/2"x 11" Supplier Part Number:

64521411718

Ship To: 1P00 **Delivery Instructions:**

> 4000 Jackson Avenue

Austin TX 78731 **United States**

Schedule Total \$1,296.30

RegID: 0000009967

Lori G Paul

Vehicle Titles Reg Division Email: lori.g.paul@txdmv.gov

Phone: 512/465-4048

Item Total for Line # 8

\$1,296.30

Authorized Signature



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Line Description: Class/Item: UOM: Unit Price: **Extended Amt:** Due Date: Line-Sch: Quantity: Self Stick Note Pad, 3" x 3", 9-1 615/62 5.0000 PKG \$9.39000 \$46.95 12/15/2020 Yellow, SP # 61562384000 Ship To: 1P16 **Delivery Instructions:** 2110 E. Governors Circle Houston TX 77092 **United States Schedule Total** \$46.95 RegID: 0000009971 Khadija Brown Email: khadija.brown@txdmv.gov Phone: 713/316-6131 Item Total for Line # 9 \$46.95 UOM: Class/Item: Unit Price: **Extended Amt:** Due Date: Line-Sch: Line Description: Quantity: Scissor, Bent, 8" Length, Cut Length 3 1/4", Stainless steel, 10-1 605/69 10.0000 EΑ \$4.83000 \$48.30 12/15/2020 SP # 60569453081 Ship To: 1P16 **Delivery Instructions:** 2110 E. Governors Circle Houston TX 77092 **United States** Schedule Total \$48.30 ReqID: 0000009971 Khadija Brown Email: khadija.brown@txdmv.gov Phone: 713/316-6131 Item Total for Line # 10 \$48.30

Authorized Signature



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| Line-Sch: | Line Description: | Class/Item: | Quantity: | UOM: | Unit Price: | Extended Amt: | Due Date: |
|-----------|---------------------------|-------------|-----------|------|-------------|---------------|------------|
| 11-1 | Ball Point Pen, stick pen | 620/80 | 10.0000 | DOZ | \$2.00000 | \$20.00 | 12/15/2020 |
| | without eraser.POINT/INK: | | | | | | |

Medium Blue, SP # 62080031008

Ship To: 1P16 Delivery Instructions:

2110 E. Governors

Circle

Houston TX 77092 United States

Schedule Total \$20.00

ReqID: 0000009971

Khadija Brown

Email: khadija.brown@txdmv.gov

Phone: 713/316-6131

Item Total for Line # 11 \$20.00

Total PO Amount \$3,000.88

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



Order Date: 12/1/2020 Internal Tracking No.: 0000009071

Contractor Info

WorkQuest, Inc. 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: Multiple ship to addresses.

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

| Agency | Purchaser | Email | Phone |
|--|----------------|--------------------------|----------------|
| Texas Department Of Motor Vehicles - 608 | Amanda Maxwell | Amanda.maxwell@txdmv.gov | (512) 465-1226 |

| Line # | NIGP Code | Commodity Code/ Supplier Part # | ltem | QTY | UOM | Unit Price | Extended Price |
|-----------|--------------|---------------------------------------|--|-----|-----|------------|----------------|
| 1 | 62080 | 62080058001 | Pen, Ball Point, Retractable, Bio-Based, Bio-Degradable, 12 Ea/Box, Plus Freight Order Less Than \$25 Attribute 1: Medium Attribute 2: Blue Contract: 620-A1 Contract Type: Term Delivery ARO (days): 14 Delivery Date: 12/15/2020 Ship to Address: Texas Department Of Motor Vehicles -608 2425 GRAVEL DRIVE FORT WORTH TX 76118 Notes: TXDMV Contact: Christy McDaniel Phone: 817/285-1512 Email: christy.McDaniel@txdmv.gov | 12 | DOZ | 7.27 | \$87.24 |



| Line # | NIGP Code | Commodity Code/ Supplier Part # | ltem | QTY | UOM | Unit Price | Extended Price |
|-----------|--------------|---------------------------------------|---|-----|------|------------|----------------|
| 2 | 62080 | 62080058001 | Pen, Ball Point, Retractable, Bio-Based, Bio-Degradable, 12 Ea/Box, Plus Freight Order Less Than \$25 Attribute 1: Medium Attribute 2: Black Contract: 620-A1 Contract Type: Term Delivery ARO (days): 14 Delivery Date: 12/15/2020 Ship to Address: Texas Department Of Motor Vehicles -608 2425 GRAVEL DRIVE FORT WORTH TX 76118 Notes: TXDMV Contact: Christy McDaniel Phone: 817/285-1512 Email: christy.McDaniel@txdmv.gov | 12 | DOZ | 7.27 | \$87.24 |
| 3 | 20725 | 20725292005 | Compressed Air 10 Oz. Can. Freight Added When Less Than \$25 Contract: 207-A2 Contract Type: Term Delivery ARO (days): 14 Delivery Date: 12/15/2020 Ship to Address: Texas Department Of Motor Vehicles -608 2425 GRAVEL DRIVE FORT WORTH TX 76118 Notes: TXDMV Contact: Christy McDaniel Phone: 817/285-1512 Email: christy.McDaniel@txdmv.gov | 12 | EACH | 6.04 | \$72.48 |
| 4 | 08010 | 08010107050 | Vinyl Card Holder, Vertical, 2 5/8" x 3 7/8", Sealable, 50/Pkg, Freight Included Contract: 080-A2 Contract Type: Term Delivery ARO (days): 35 Delivery Date: 1/5/2021 Ship to Address: Texas Department Of Motor Vehicles - 608 2425 GRAVEL DRIVE FORT WORTH TX 76118 Notes: TXDMV Contact: Christy McDaniel Phone: 817/285-1512 Email: christy.McDaniel@txdmv.gov | 1 | PKG | 23.89 | \$23.89 |



| Line # | NIGP Code | Commodity Code/ Supplier Part # | ltem | QTY | UOM | Unit Price | Extended Price |
|-----------|--------------|---------------------------------------|--|-----|------|------------|----------------|
| 5 | 61562 | 61562384000 | 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: 12/15/2020 Ship to Address: Texas Department Of Motor Vehicles - 608 4000 JACKSON AVENUE AUSTIN TX 78731 Notes: TXDMV Contact: Lori G Paul Vehicle Titles & Reg Division Email: lori.g.paul@txdmv.gov Phone: 512/465-4048 | 5 | PKG | 9.39 | \$46.95 |
| 6 | 61537 | 61537130850 | Box, Archive Storage, with Removable Lid, Letter/Legal, Recycled, 25/CTN. FOB Destination. Inside Delivery Charge \$2.00 per case. Price break if ordering more than 8 cases \$62.69 Contract: 615-A3 Contract Type: Term Delivery ARO (days): 20 Delivery Date: 12/21/2020 Ship to Address: Texas Department Of Motor Vehicles -608 4000 JACKSON AVENUE AUSTIN TX 78731 Notes: TXDMV Contact: Lori G Paul Vehicle Titles & Reg Division Email: lori.g.paul@txdmv.gov Phone: 512/465-4048 | 20 | CRTN | 62.69 | \$1,253.80 |



| Line # | NIGP Code | Commodity Code/ Supplier Part # | Item | QTY | UOM | Unit Price | Extended Price |
|-----------|--------------|---------------------------------------|--|-----|------|------------|----------------|
| 7 | 83220 | 83220112 | Tape, Transparent, Refill, 3/4" x 1000", Core 1", Multi-Purpose, 6/ Pack, Freight Order Less Than \$50 Contract: 832-A1 Contract Type: Term Delivery ARO (days): 14 Delivery Date: 12/15/2020 Ship to Address: Texas Department Of Motor Vehicles - 608 4000 JACKSON AVENUE AUSTIN TX 78731 Notes: TXDMV Contact: Lori G Paul Vehicle Titles & Reg Division Email: lori.g.paul@txdmv.gov Phone: 512/465-4048 | 3 | PKG | 5.91 | \$17.73 |
| 8 | 64521 | 64521411718 | Paper, Bond, Recycled, White, Premium No. 4, 20 lb., 8-1/2" x 11", 500 Sheets/Pkg, 10 Pkgs/CS, Freight Included. Qty price breaks at 80, 200, 500, and 800 cases. Contract: 645-S1 Contract Type: Term Delivery ARO (days): 20 Delivery Date: 12/21/2020 Ship to Address: Texas Department Of Motor Vehicles - 608 4000 JACKSON AVENUE AUSTIN TX 78731 Notes: TXDMV Contact: Lori G Paul Vehicle Titles & Reg Division Email: lori.g.paul@txdmv.gov Phone: 512/465-4048 Manufacturer Name: Skilcraft | 30 | CRTN | 43.21 | \$1,296.30 |



| Line # | NIGP Code | Commodity Code/ Supplier Part # | Item | QTY | UOM | Unit Price | Extended Price |
|-----------|--------------|---------------------------------------|--|-----|------|------------|----------------|
| 9 | 61562 | 61562384000 | 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: 12/15/2020 Ship to Address: Texas Department Of Motor Vehicles - 608 2110 East Governors Circle HOUSTON TX 77092 Notes: TxDMV Contact: Khadija Brown Email: khadija.brown@txdmv.gov Phone: 713/316-6131 | 5 | PKG | 9.39 | \$46.95 |
| 10 | 60569 | 60569453081 | Scissor, Bent, 8" Length, Plus Freight Order Less Than \$25 Contract: 605-A1 Contract Type: Term Delivery ARO (days): 14 Delivery Date: 12/15/2020 Ship to Address: Texas Department Of Motor Vehicles - 608 2110 East Governors Circle HOUSTON TX 77092 Notes: TxDMV Contact: Khadija Brown Email: khadija.brown@txdmv.gov Phone: 713/316-6131 | 10 | EACH | 4.83 | \$48.30 |
| 11 | 62080 | 62080031008 | Pen, Ballpoint, Stick with Cap, Recycled, Plus Freight Order Less Than \$25 Attribute 1: Medium Blue-62080035009 Contract: 620-A1 Contract Type: Term Delivery ARO (days): 14 Delivery Date: 12/15/2020 Ship to Address: Texas Department Of Motor Vehicles -608 2110 East Governors Circle HOUSTON TX 77092 Notes: TxDMV Contact: Khadija Brown Email: khadija.brown@txdmv.gov Phone: 713/316-6131 | 10 | DOZ | 2.00 | \$20.00 |



Order Date: 12/1/2020 Internal Tracking No.: 0000009071

Total \$3,000.88