



Texas Department of Motor Vehicles  
 Business Unit # 60800  
 Purchase Order # 0000009154  
 Purchase Order Change Notice (# 1)

**Payment** NET30 **Freight** FOB **Ship Via:** US MAIL **PCC:** I **Date:** 12/31/20 **PO Method:** DG **Dispatch:** Dispatch **Rev Dt:** 12/31/20  
**Terms:** **Terms:** Destination **Via Print**

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

**Vendor:** SHI GOVERNMENT SOLUTIONS INC  
 1301 S MO PAC EXPY  
 STE 375  
 AUSTIN TX 787466916  
 United States

**Ship To:** 1P00 - TxDMV Warehouse  
 4000 Jackson Avenue  
 Austin TX 78731  
 United States

**Vendor ID:** 1223695478 5

**Purchaser:** Patricia Campos  
**Phone:**  
**Fax:**

**Bill To:** 4000 Jackson Avenue  
 Austin TX 78731  
 United States

**Email:** Patricia.Campos@txdmv.gov

**Bill To Fax:**

**Bill To Email:** DMV\_FIN-INVOICES@TxDMV.gov

**PO Information:**

POCN #1, Dated 12/31/2020, Pcampos added contract # 000007094 to lines 1 and 2; added contract monitor and contract administrator, Patricia campos, on line 1 and changed issue date from 12/30/2020 to 12/31/2020  
 reason: po issue date and contract start date need to be same; otherwise capps gives error message.  
 original terms and conditions shall remain the same.

This procurement is governed by the terms and conditions in DIR Contract Number .....DIR TSO 4291

Reference SHI Quote 19869713, dated 12/30/2020

SHI Contact:  
 Jeff Rosen  
 ph# 512-800-870-6079, ext 8686150

TxDMV Contract Monitor:  
 Virginia Pickering  
 ph# 512-465-4031  
 email: virginia.pickering

TxDMV Contract Specialist  
 Patricia Campos  
 ph#512-45-4097  
 patricia.campos@txdmv.gov

**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.

**Authorized Signature**

**12/31/2020**



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**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).

Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
1-1	BMC Helix Remedyforce Service Desk subscription, Term: Begin Dec 31, 2020 end Dec 30, 2021	208/90	8.0000	EA	\$697.77000	\$5,582.16	12/30/2020
						<b>Schedule Total</b>	<input type="text" value="\$5,582.16"/>

**Contract ID:**  
0000009154

**ReqID:**  
0000010052

**Item Total for Line # 1**

Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
2-1	BMC Helix Remedyforce Service Desk, subscription Term: Begin Dec 31, 2020 end Dec 30, 2021	208/90	120.0000	EA	\$697.77000	\$83,732.40	12/30/2020
						<b>Schedule Total</b>	<input type="text" value="\$83,732.40"/>

**Contract ID:**  
0000009154

**ReqID:**  
0000010052

**Item Total for Line # 2**

**Total PO Amount**

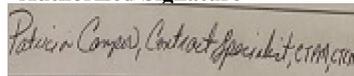
All Shipments, Shipping papers, invoices and correspondence must be identified with our Purchase Order Number. Over shipments will not be accepted unless authorized by Purchaser prior to Shipment.

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

**Authorized Signature**

**12/31/2020**

**Authorized Signature**



Patricia Campos, Contract Specialist, 01/19/2020

**12/31/2020**