



Texas Department of Motor Vehicles
 Business Unit # 60800
 Purchase Order # 0000009213
 Purchase Order Change Notice (# 2)

Payment Terms: NET30 **Freight Terms:** FOB Destination **Ship Via:** US MAIL **PCC:** I **Date:** 01/14/21 **PO Method:** DG **Dispatch:** Dispatch Via Print **Rev Dt:** 07/21/21

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

Vendor: TOSHIBA AMERICA BUSINESS SOLUTIONS INC
 DBA TOSHIBA BUSINESS SOLUTIONS, USA
 FILE 57202
 LOS ANGELES CA 90074-7202
 United States

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

Vendor ID: 1330865305 7

Purchaser: Amanda Leigh Maxwell
Phone: 512/465-1226
Fax:

Bill To: 4000 Jackson Avenue
 Austin TX 78731
 United States

Email: Amanda.Maxwell@txdmv.gov

Bill To Fax:
Bill To Email: DMV_FIN-INVOICES@TxDMV.gov

PO Information:

POCN# 2 - by Mandy Maxwell, 07/21/2021
 Line 4 - added additional color copy overages for FY21
 Lines 5-7 - added FY22 funding

POCN 1, Travis R, 05/06/2021:
 Line 2 corrected from \$0.00520 to \$0.00524 per b/w overage
 Line 3 corrected from \$0.02970 to \$0.02972 per color overage

This is to replace PO 60800 0000004996 for Toshiba eStudio 7506ACT (Serial # SCHAH25301) upon its expiration on 03/31/2021

New Copier Lease - 36 Month

Overall Service Period: April 1, 2021 - March 31, 2024

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

Copier Lease:

Equipment is to be leased in accordance with the terms and conditions of the State of Texas Department of Information Resources Toshiba Contract No. DIR-CPO-4426, Appendix F Master Lease Agreement. It is acknowledged and agreed that this purchase order constitutes a schedule as defined in the Master Lease Agreement.

Authorized Signature

M. Maxwell, Purchaser, CTCI

07/22/2021



Texas Department of Motor Vehicles
Business Unit # 60800
Purchase Order # 0000009213
Purchase Order Change Notice (# 2)

The terms of the service shall commence on the date of execution of a Copier Lease Commencement Letter by Lessee OR 10 days after the delivery of the last piece of equipment and shall continue for 36 whole months.

04/01/2021 through 08/31/2021 - Lease period one - 5 Months
09/01/2021 through 08/31/2022 - Lease period two - 12 Months
09/01/2022 through 08/31/2023 - Lease Period three - 12 Months
09/01/2023 through 03/31/2024 - Lease Period four - 7 Months

This purchase order may be renewed for an additional period of time not exceeding the original period of time, provided both parties agree to do so prior to the expiration of the original purchase order. The renewed purchase order shall be for the original purchase order unit price, terms and conditions, plus any approved changes. The renewed purchase order may be cancelled at any time by providing 60 days written notice.

Lease shall include delivery, setup, installation, removal, analyst services and onsite user training.

All supplies except paper shall be included at no additional charge for the life of the purchase order.

Ownership: The equipment is and shall at all times be and remain the property of the vendor.

The State shall exercise due care in the use, operations and maintenance of the equipment and shall not use, operate or maintain the equipment improperly.

TxDMV shall be relieved from risks of loss or damage to all equipment leased during the period of transportation, installation, and during the entire time the equipment is in the possession of TxDMV except when loss or damage is due to the fault or negligence of TxDMV.

The State shall not obtain property or casualty insurance protecting the vendor's equipment on State property. The vendor may obtain such insurance for its own account and assumes all costs associated with such insurance.

Maintenance: There shall be no escalation of maintenance costs for the duration of the lease period. The vendor shall keep equipment fully operations for the duration of the lease period. The vendor shall assume the cost of all repairs to the equipment including parts, labor, transportation and travel expenses.

Service technicians shall be fully qualified to work on the specific equipment, and shall have factory training with a minimum of one year hands on experience working on the specific equipment. Normal maintenance coverage shall be Monday through Friday, 8:00 AM to 5:00 PM. Vendor shall respond to maintenance calls within four (4) business hours.

TxDMV believes a lease is unlikely to be cancelled prior to the full lease term. However, TxDMV may terminate a lease period, with no termination charges assessed, when either funds are not appropriated by the Texas Legislature or for vendor non-performance in these instances:

*Consistent failure to respond to service calls within the required time frame. Consistent failure is defined as not responding at any or all locations on two (2) out of three (3) consecutive occurrences.

*On-Site maintenance performed by unqualified technicians. If TxDMV determines that the technician is unable to perform in accordance with the service requirements or fails to communicate effectively, the vendor shall immediately remove the technician.

Hardware upgrades are negotiable, are at TxDMV's discretion and shall be changed to TxDMV. Upgrades will not extend past the duration of the lease period regardless of when added.

Technology Upgrades: Any software or firmware full service maintenance upgrades available during the term of the lease shall be offered at no additional cost to TxDMV.

Upon expiration of lease Vendor must sanitize (multiple pass overwrite) the internal hard drive of the copier. The Vendor must provide TxDMV an attestation which includes the serial number of the copier that the hard drive was removed from and the date it was sanitized.

Contract: DIR-CPO-4426

TxDMV Contact:
Mary Menoskey
Mary.Menoskey@TxDMV.gov
(512) 465-4011

Vendor Contact:
MaryEllen Absher

Authorized Signature

07/22/2021



Texas Department of Motor Vehicles
 Business Unit # 60800
 Purchase Order # 0000009213
 Purchase Order Change Notice (# 2)

maryellen.absher@tbs.toshiba.com
 (512) 237-0259

Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
1-1	Toshiba eStudio 7516ACT - Copier 36 month lease (months 1-5)	985/58	5.0000	MO	\$400.84000	\$2,004.20	01/14/2021

Schedule Total

Contract ID:
000000109

ReqID:
0000010085

Overall Service Period: April 1, 2021 - March 31, 2024

Current Service Period (Line 1) - April 1, 2021 - August 31, 2021 (5 months)

Toshiba eStudio7516ACT - S/N: SS1IK90807
 Copy/Print/Fax/Scan
 MJ1111B Console finisher
 MJ6106N Hole Punch
 PWRFRLT-D5143NT Power Filter
 GD1370n Fax

Monthly base service includes: 4,000 Monthly Black White copies per month at \$.00524, \$20.96; and 2,500 Monthly Color copies at \$.02972, \$74.30.
 Total monthly based black/white and color=\$95.26

Total monthly payment including hardware lease payment \$305.58 + monthly copies \$95.26 = \$400.84

Basic service and overages billed monthly.

Item Total for Line # 1

Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
2-1	Black & White Copy Overages (4,001+)	985/58	1000.0000	EA	\$0.00524	\$5.24	01/14/2021

Schedule Total

Contract ID:
000000109

ReqID:
0000010085

Item Total for Line # 2

Authorized Signature

M. Naell Purchaser, CTCI

07/22/2021



Texas Department of Motor Vehicles
 Business Unit # 60800
 Purchase Order # 0000009213
 Purchase Order Change Notice (# 2)

Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
3-1	Color Copy Overages (2,501 +)	985/58	1000.0000	EA	\$0.02972	\$29.72	01/14/2021
						Schedule Total	\$29.72
Contract ID: 000000109				ReqID: 0000010085			
						Item Total for Line # 3	\$29.72
4-1	Color Copy Overages (2,501 +)	985/58	3000.0000	EA	\$0.02972	\$89.16	07/21/2021
						Schedule Total	\$89.16
Contract ID: 000000109				ReqID: 0000010730			
						Item Total for Line # 4	\$89.16
5-1	Toshiba eStudio 7516ACT - Copier 36 month lease (months 6-17)	985/58	12.0000	MO	\$400.84000	\$4,810.08	07/21/2021
						Schedule Total	\$4,810.08
Contract ID: 000000109				ReqID: 0000010670			
Overall Service Period: April 1, 2021 - March 31, 2024							
Current Service Period (Line 5) - Sept 1, 2021 - August 31, 2022 (12 months)							
Toshiba eStudio7516ACT - S/N: SS11K90807 Copy/Print/Fax/Scan MJ1111B Console finisher MJ6106N Hole Punch PWRFLRT-D5143NT Power Filter GD1370n Fax							
Monthly base service includes: 4,000 Monthly Black White copies per month at \$.00524, \$20.96; and 2,500 Monthly Color copies at\$.02972, \$74.30. Total monthly based black/white and color=\$95.26							
Total monthly payment including hardware lease payment \$305.58 + monthly copies \$95.26 = \$400.84							
Basic service and overages billed monthly.							
						Item Total for Line # 5	\$4,810.08

Authorized Signature

M. Naell Purchaser, CTCI

07/22/2021



Texas Department of Motor Vehicles
Business Unit # 60800
Purchase Order # 0000009213
Purchase Order Change Notice (# 2)

Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
6-1	Black & White Copy Overages (4,001+)	985/58	1500.0000	EA	\$0.00524	\$7.86	07/21/2021
						Schedule Total	\$7.86
Contract ID: 000000109				ReqID: 0000010670			
						Item Total for Line # 6	\$7.86
Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
7-1	Color Copy Overages (2,501 +)	985/58	2500.0000	EA	\$0.02972	\$74.30	07/21/2021
						Schedule Total	\$74.30
Contract ID: 000000109				ReqID: 0000010670			
						Item Total for Line # 7	\$74.30
						Total PO Amount	\$7,020.56

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
M. Naill Purchaser, CTCI
07/22/2021