

Texas Department of Motor Vehicles Texas SmartBuy PO # 21053507 Business Unit # 60800

Purchase Order # 0000009259

NET30 Freight FOB Ship Via: VNDR Date: 01/27/21 PO Method: DG Dispatch: Dispatch Rev Dt: Payment **PCC**: 0

Terms: Terms: Destination

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

WORKQUEST Vendor: Ship To:

> 1011 E 53rd St AUSTIN TX 78751 **United States**

See Detail Below

Page: 1 of 8

4000 Jackson Avenue Bill To:

Austin TX 78731 **United States**

Purchaser: Amanda Leigh Maxwell

Phone: 512/465-1226 Fax:

Vendor ID: 1741976051 1

Bill To Fax:

Email: Amanda.Maxwell@txdmv.gov **Bill To Email:** 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 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 #: 615-A1

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

Phone: (512) 451-8145

TXDMV Contact: Monica Hernandez

Finance

Phone: 512/465-1261

Email: monica.hernandez@txdmv.gov

TxDMV Contact: Renee Israel **Motor Carrier Operations** Phone: 512/465-1420 Email: renee.israel@txdmv.gov

TxDMV Contact: Mary "Rachel" Vasquez

Authorized Signature



Texas SmartBuy PO # 21053507 Business Unit # 60800 Purchase Order # 0000009259

Page: 2 of 8

Vehicle Titles Reg Division Phone: 512/719-6911

Email: rachel.vasquez@txdmv.gov

Line-Sch: Line Description: 1-1

Correction Tape, Standard Tip, White, Single Line

61529301006

Ship To: 1P00

Delivery Instructions:

Quantity:

30.0000

Class/Item:

Class/Item:

620/80

615/93

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

ReqID:

Unit Price:

\$13.08000

Unit Price:

\$1.77000

0000010107

UOM:

UOM:

DOZ

EΑ

Renee Israel

Motor Carrier Operations Phone: 512/465-1420

Email: renee.israel@txdmv.gov

Item Total for Line # 1

\$78.48

Extended Amt:

Schedule Total

Extended Amt:

\$53.10

\$53.10

Due Date:

02/10/2021

\$53.10

Due Date: 02/10/2021

Line-Sch: Line Description:

Ship To:

Pen, Rollerball, Retractable,

1P00

Magnus, Blue 6208071001

Delivery Instructions:

Quantity:

6.0000

4000 Jackson Avenue

Austin TX 78731 **United States**

Schedule Total

RegID: 0000010107

Renee Israel

Motor Carrier Operations Phone: 512/465-1420

Email: renee.israel@txdmv.gov

Item Total for Line # 2

\$78.48

\$78.48

Authorized Signature



Phone: 512/719-6911

Email: rachel.vasquez@txdmv.gov

Texas Department of Motor Vehicles

Texas SmartBuy PO # 21053507 Business Unit # 60800 Purchase Order # 0000009259 Page: 3 of 8

Line Description: Class/Item: UOM: Unit Price: Extended Amt: Due Date: Line-Sch: Quantity: 3-1 Pen, Rollerball, Retractable, 620/80 6.0000 DOZ \$13.08000 \$78.48 02/10/2021 Magnus, BLACK 6208071001 Ship To: 1P00 **Delivery Instructions:** 4000 Jackson Avenue Austin TX 78731 **United States** Schedule Total \$78.48 RegID: 0000010107 Renee Israel **Motor Carrier Operations** Phone: 512/465-1420 Email: renee.israel@txdmv.gov Item Total for Line # 3 \$78.48 UOM: **Unit Price:** Due Date: Line-Sch: **Line Description:** Class/Item: Quantity: **Extended Amt:** Paper, Bond, Recycled, 645/21 10.0000 CTN \$43.21000 \$432.10 02/16/2021 White, Prem No. 4, 20 lb, Letter 64521411718 **Ship To:** 1P03 **Delivery Instructions:** 1001 E. Parmer Lane, Ste. A Austin TX 78753 **United States** Schedule Total \$432.10 RegID: 0000010104 Mary "Rachel" Vasquez Vehicle Titles Reg Division

Authorized Signature

Item Total for Line # 4

01/27/2021

\$432.10



Texas SmartBuy PO # 21053507 Business Unit # 60800 Purchase Order # 0000009259

Page: 4 of 8

Class/Item: Line Description: UOM: Unit Price: **Extended Amt:** Due Date: Line-Sch: Quantity: Pen, Ballpoint, With Cap, Soft 5-1 620/80 4.0000 DOZ \$7.63000 \$30.52 02/10/2021

Grip, Medium Point 62080051006

Ship To: 1P03 Delivery Instructions:

1001 E. Parmer Lane, Ste. A Austin TX 78753 United States

Schedule Total \$30.52

ReqID: 0000010104

Mary "Rachel" Vasquez Vehicle Titles Reg Division Phone: 512/719-6911

Email: rachel.vasquez@txdmv.gov

Item Total for Line # 5 \$30.52

Line-Sch: Line Description: Class/Item: Quantity: UOM: Unit Price: Extended Amt: Due Date: 6-1 Pen, Ballpoint, With Cap, Soft 620/80 5.0000 DOZ \$7.63000 \$38.15 02/10/2021

Grip, Medium Point, Blue

62080051006

Ship To: 1P03 Delivery Instructions:

1001 E. Parmer Lane, Ste. A Austin TX 78753 United States

Schedule Total \$38.15

ReqID: 0000010104

Mary "Rachel" Vasquez Vehicle Titles Reg Division Phone: 512/719-6911

Email: rachel.vasquez@txdmv.gov

Item Total for Line # 6

\$38.15

Authorized Signature



Monica Hernandez

Phone: 512/465-1261

Email: monica.hernandez@txdmv.gov

Finance

Texas Department of Motor Vehicles

Texas SmartBuy PO # 21053507 Business Unit # 60800 Purchase Order # 0000009259

Page: 5 of 8

Line Description: Class/Item: UOM: Unit Price: Extended Amt: Due Date: Line-Sch: Quantity: 7-1 Pen, Gel Ink, 0.7mm, 620/80 5.0000 PAK \$6.08000 \$30.40 02/10/2021 Retractable, Rubber Grip, Zebra Sarasa, Blue 62080230105 Ship To: 1P03 **Delivery Instructions:** 1001 E. Parmer Lane, Ste. A Austin TX 78753 **United States** Schedule Total \$30.40 ReqID: 0000010104 Mary "Rachel" Vasquez Vehicle Titles Reg Division Phone: 512/719-6911 Email: rachel.vasquez@txdmv.gov Item Total for Line # 7 \$30.40 Line-Sch: Line Description: Class/Item: Quantity: UOM: **Unit Price: Extended Amt:** Due Date: Pen, Retractable, Gel ink, DOZ 02/10/2021 620/80 3.0000 \$10.50000 \$31.50 Rubber Grip, .7mm Medium Point, Zebra, Blue 62080231100 1P00 Ship To: **Delivery Instructions:** 4000 Jackson Avenue Austin TX 78731 **United States** \$31.50 Schedule Total RegID: 0000010121

Item Total for Line # 8

Authorized Signature

01/27/2021

\$31.50



Phone: 512/465-1261

Email: monica.hernandez@txdmv.gov

Texas Department of Motor Vehicles

Texas SmartBuy PO # 21053507 Business Unit # 60800 Purchase Order # 0000009259

Page: 6 of 8

Line Description: Class/Item: UOM: Unit Price: **Extended Amt:** Due Date: Line-Sch: Quantity: 9-1 Pen, Retractable, Gel ink, 620/80 3.0000 DOZ \$31.50 02/10/2021 \$10.50000 Rubber Grip, .7mm Medium Point, Zebra, Red 62080231100 Ship To: 1P00 **Delivery Instructions:** 4000 Jackson Avenue Austin TX 78731 **United States** Schedule Total \$31.50 ReqID: 0000010121 Monica Hernandez Finance Phone: 512/465-1261 Email: monica.hernandez@txdmv.gov Item Total for Line # 9 \$31.50 Line-Sch: Line Description: Class/Item: Quantity: UOM: **Unit Price: Extended Amt:** Due Date: DOZ 02/10/2021 10-1 Pen, Ballpoint, Gel Ink, 620/80 2.0000 \$4.54000 \$9.08 Medium Pt, Rubber Grip, Stick/Cap, Blue 62080350010 1P00 Ship To: **Delivery Instructions:** 4000 Jackson Avenue Austin TX 78731 **United States** \$9.08 Schedule Total RegID: 0000010121 Monica Hernandez Finance

Authorized Signature

Item Total for Line # 10

01/27/2021

\$9.08



Texas SmartBuy PO # 21053507 Business Unit # 60800 Purchase Order # 0000009259

Line Description: Class/Item: UOM: Unit Price: Extended Amt: Due Date: Line-Sch: Quantity: 11-1 Pen, Rollerball Gel Ink 620/80 3.0000 DOZ \$27.90 02/10/2021 \$9.30000 Retractable Rubber Grip, General Use, Med/Blue 62080220106 Ship To: 1P00 **Delivery Instructions:** 4000 Jackson Avenue Austin TX 78731 **United States** Schedule Total \$27.90 ReqID: 0000010121 Monica Hernandez Finance Phone: 512/465-1261 Email: monica.hernandez@txdmv.gov Item Total for Line # 11 \$27.90 Line-Sch: Line Description: Class/Item: Quantity: UOM: **Unit Price: Extended Amt:** Due Date: \$5.34000 02/10/2021 12-1 Pen, Gel Ink, Stick, Zebra, 620/80 6.0000 SET \$32.04 4/Set, Black 62080210701 1P00 **Delivery Instructions:** Ship To:

4000 Jackson

Avenue Austin TX 78731 **United States**

RegID:

0000010121

Monica Hernandez Finance

Phone: 512/465-1261

Email: monica.hernandez@txdmv.gov

Item Total for Line # 12

Schedule Total

\$32.04

\$32.04

Page: 7 of 8

Authorized Signature



Texas SmartBuy PO # 21053507 Business Unit # 60800 Purchase Order # 0000009259

Page: 8 of 8

Line-Sch: 13-1			Class/Item: 620/80	Quantity: 6.0000	UOM: SET	Unit Price: \$5.34000	Extended Amt: \$32.04	Due Date: 02/10/2021
s	Ship To:	1P00	Delive	ry Instructions:				
		4000 Jackson Avenue Austin TX 78731 United States					Schedule Total	\$32.04
					Reg	ılD-		
					000	0010121		
Monica Her Finance Phone: 512	2/465-126							
Email: mon	ıca.herna	ndez@txdmv.gov				Item	Total for Line # 13	\$32.04
Line Cele	Line D		Class/Itams	O	шом	Unit Dries.	Cutom do d Amet	Due Deter
Line-Sch: 14-1	Dry Era	escription: ase Starter Kit, 4 Chisel aser, Cleaner 609205	Class/Item: 620/86	Quantity: 1.0000	UOM: SET	Unit Price: \$8.30000	Extended Amt: \$8.30	Due Date: 02/10/2021
s	Ship To:	1P00	Delive	ry Instructions:				
		4000 Jackson Avenue Austin TX 78731 United States					Schedule Total	\$8.30
					Reg	ılD-		ψο.σσ
						0010121		
Monica Her Finance Phone: 512	2/465-126							
Email: mon	ica.nema	ndez@txdmv.gov				Item	Total for Line # 14	\$8.30
							Total PO Amount	\$913.59
All Shipmen	its, Shipp	ing papers, invoices and Purchaser prior to Shipn	correspondence	e must be identified	with our Pur	chase Order Nur	mber. Over shipments will	not be accepted
ariiooo datiil	5.1200 Dy	. a. shacer phor to emph						

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

Authorized Signature



Order Date: 1/27/2021 Internal Tracking No.: 0000009259

Contractor Info

WorkQuest, Inc. 17419760511 1011 East 53 1/2 Street Austin, TX 78751

(512) 451-8145

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.

NOTE TO CONTRACTOR:

Disclaime

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	61529	61529301006	Correction Tape, Standard Tip, White, Single Line, Plus Freight Order Less Than \$25 Contract: 615-A1 Contract Type: Term Delivery ARO (days): 14 Delivery Date: 2/10/2021 Ship to Address: Texas Department Of Motor Vehicles - 608 4000 JACKSON AVENUE AUSTIN TX 78731 Notes: TXDMV Contact: Renee Israel Motor Carrier Operations Phone: 512/465-1420 Email: renee.israel@txdmv.gov	30	EACH	1.77	\$53.10



Line #	NIGP Code	Commodity Code/ Supplier Part #	ltem	QTY	UOM	Unit Price	Extended Price
2	62060	6208071001	Pen, Rollerball, Retractable, Magnus, 12/Pack, Freight Included Attribute 1: 0.7mm Attribute 2: Blue Contract: 620-A1 Contract Type: Term Delivery ARO (days): 14 Delivery Date: 2/10/2021 Ship to Address: Texas Department Of Motor Vehicles -608 4000 JACKSON AVENUE AUSTIN TX 78731 Notes: TXDMV Contact: Renee Israel Motor Carrier Operations Phone: 512/465-1420 Email: renee.israel@txdmv.gov	6	PACK	13.08	\$78.48
3	62060	6208071001	Pen, Rollerball, Retractable, Magnus, 12/Pack, Freight Included Attribute 1: 0.7mm Attribute 2: Black Contract: 620-A1 Contract Type: Term Delivery ARO (days): 14 Delivery Date: 2/10/2021 Ship to Address: Texas Department Of Motor Vehicles -608 4000 JACKSON AVENUE AUSTIN TX 78731 Notes: TXDMV Contact: Renee Israel Motor Carrier Operations Phone: 512/465-1420 Email: renee.israel@txdmv.gov	6	PACK	13.08	\$78.48



Line #	NIGP Code	Commodity Code/ Supplier Part #	Item	QTY	UOM	Unit Price	Extended Price
4	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: 2/16/2021 Ship to Address: Texas Department Of Motor Vehicles -608 1001 E PARMER LANE AUSTIN TX 78753 Notes: TxDMV Contact: Mary "Rachel" Vasquez Vehicle Titles & Reg Division Phone: 512/719-6911 Email: rachel.vasquez@txdmv.gov Manufacturer Name: Skilcraft	10	CRTN	43.21	\$432.10
5	62080	62080051006	Pen, Ballpoint, With Cap, Soft Grip, Medium Point, Plus Freight Order Less Than \$25 Attribute 1: Red Medium-62080053002 Contract: 620-A1 Contract Type: Term Delivery ARO (days): 14 Delivery Date: 2/10/2021 Ship to Address: Texas Department Of Motor Vehicles -608 1001 E PARMER LANE AUSTIN TX 78753 Notes: TxDMV Contact: Mary "Rachel" Vasquez Vehicle Titles & Reg Division Phone: 512/719-6911 Email: rachel.vasquez@txdmv.gov	4	DOZ	7.63	\$30.52



Line #	NIGP Code	Commodity Code/ Supplier Part #	ltem	QTY	UOM	Unit Price	Extended Price
6	62080	62080051006	Pen, Ballpoint, With Cap, Soft Grip, Medium Point, Plus Freight Order Less Than \$25 A t t r i b u t e 1: B l u e Medium-62080051006 Contract: 620-A1 Contract Type: Term Delivery ARO (days): 14 Delivery Date: 2/10/2021 Ship to Address: Texas Department Of Motor Vehicles - 608 1001 E PARMER LANE AUSTIN TX 78753 Notes: TxDMV Contact: Mary "Rachel" Vasquez Vehicle Titles & Reg Division Phone: 512/719-6911 Email: rachel.vasquez@txdmv.gov	5	DOZ	7.63	\$38.15
7	62080	62080230105	Pen, Gel Ink, 0.7mm, Retractable, Rubber Grip, Zebra Sarasa, 4 Pens/Pack, Plus Freight Order Less Than \$25 Attribute 1: Blue-62080230204 Contract: 620-A1 Contract Type: Term Delivery ARO (days): 14 Delivery Date: 2/10/2021 Ship to Address: Texas Department Of Motor Vehicles -608 1001 E PARMER LANE AUSTIN TX 78753 Notes: TxDMV Contact: Mary "Rachel" Vasquez Vehicle Titles & Reg Division Phone: 512/719-6911 Email: rachel.vasquez@txdmv.gov	5	PACK	6.08	\$30.40



Line #	NIGP Code	Commodity Code/ Supplier Part #	Item	QTY	UOM	Unit Price	Extended Price
8	62080	62080231100	Pen, Retractable, Gel ink, Rubber Grip, .7mm Medium Point, Zebra Sarasa, Plus Freight Order Less Than \$25 Attribute 1: BLUE Contract: 615-A1 Contract Type: Term Delivery ARO (days): 14 Delivery Date: 2/10/2021 Ship to Address: Texas Department Of Motor Vehicles - 608 4000 JACKSON AVENUE AUSTIN TX 78731 Notes: TXDMV Contact: Monica Hernandez Finance Phone: 512/465-1261 Email: monica.hernandez@txdmv.gov MPN: 46810D Manufacturer Name: Zebra	3	DOZ	10.50	\$31.50
9	62080	62080231100	Pen, Retractable, Gel ink, Rubber Grip, .7mm Medium Point, Zebra Sarasa, Plus Freight Order Less Than \$25 Attribute 1: RED Contract: 615-A1 Contract Type: Term Delivery ARO (days): 14 Delivery Date: 2/10/2021 Ship to Address: Texas Department Of Motor Vehicles - 608 4000 JACKSON AVENUE AUSTIN TX 78731 Notes: TXDMV Contact: Monica Hernandez Finance Phone: 512/465-1261 Email: monica.hernandez@txdmv.gov MPN: 46810D Manufacturer Name: Zebra	3	DOZ	10.50	\$31.50



		0					
Line #	NIGP Code	Commodity Code/ Supplier Part #	Item	QTY	UOM	Unit Price	Extended Price
10	62080	62080350010	Pen, Ballpoint, Gel Ink, Medium Point, Rubber Grip, Stick with Cap, Plus Freight Order Less Than \$25 Attribute 1: Blue-62080350028 Contract: 620-A1 Contract Type: Term Delivery ARO (days): 14 Delivery Date: 2/10/2021 Ship to Address: Texas Department Of Motor Vehicles -608 4000 JACKSON AVENUE AUSTIN TX 78731 Notes: TXDMV Contact: Monica Hernandez Finance Phone: 512/465-1261 Email: monica.hernandez@txdmv.gov	2	DOZ	4.54	\$9.08
11	62080	62080220106	Pen, Rollerball, Gel Ink, Retractable, Rubber Grip, General Use, Plus Freight Order Less Than \$25 Attribute 1: Medium Blue-62080220205 Contract: 620-A1 Contract Type: Term Delivery ARO (days): 14 Delivery Date: 2/10/2021 Ship to Address: Texas Department Of Motor Vehicles - 608 4000 JACKSON AVENUE AUSTIN TX 78731 Notes: TXDMV Contact: Monica Hernandez Finance Phone: 512/465-1261 Email: monica.hernandez@txdmv.gov	3	DOZ	9.30	\$27.90



Line #	NIGP Code	Commodity Code/ Supplier Part #	ltem	QTY	UOM	Unit Price	Extended Price
12	62080	62080210701	Pen, Gel Ink, Stick, Zebra, 4/Set, Plus Freight Order Less Than \$25 Attribute 1: Black-62080210701 Contract: 620-A1 Contract Type: Term Delivery ARO (days): 14 Delivery Date: 2/10/2021 Ship to Address: Texas Department Of Motor Vehicles -608 4000 JACKSON AVENUE AUSTIN TX 78731 Notes: TXDMV Contact: Monica Hernandez Finance Phone: 512/465-1261 Email: monica.hernandez@txdmv.gov	6	Set	5.34	\$32.04
13	62080	62080210701	Pen, Gel Ink, Stick, Zebra, 4/Set, Plus Freight Order Less Than \$25 Attribute 1: Blue-62080210800 Contract: 620-A1 Contract Type: Term Delivery ARO (days): 14 Delivery Date: 2/10/2021 Ship to Address: Texas Department Of Motor Vehicles -608 4000 JACKSON AVENUE AUSTIN TX 78731 Notes: TXDMV Contact: Monica Hernandez Finance Phone: 512/465-1261 Email: monica.hernandez@txdmv.gov	6	Set	5.34	\$32.04



Order Date: 1/27/2021 Internal Tracking No.: 0000009259

Line #	NIGP Code	Commodity Code/ Supplier Part #	ltem	QTY	UOM	Unit Price	Extended Price
14	62086	62086509205	Dry Erase Starter Kit, 4 Chisel Tip, Eraser, Cleaner, Plus Freight Order Less Than \$25 Contract: 620-A1 Contract Type: Term Delivery ARO (days): 14 Delivery Date: 2/10/2021 Ship to Address: Texas Department Of Motor Vehicles - 608 4000 JACKSON AVENUE AUSTIN TX 78731 Notes: TXDMV Contact: Monica Hernandez Finance Phone: 512/465-1261 Email: monica.hernandez@txdmv.gov	1	SET	8.30	\$8.30

Total \$913.59