



Texas Department of Motor Vehicles  
 Business Unit # 60800  
 Purchase Order # 000009305  
 Purchase Order Change Notice (# 1)

**Payment** NET30 **Freight** FOB **Ship Via:** US MAIL **PCC:** Q **Date:** 02/04/21 **PO Method:** DG **Dispatch:** Dispatch **Rev Dt:** 07/23/21  
**Terms:** **Terms:** Destination **Via Print**

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

**Vendor:** SAFE2DRIVE  
 PO BOX 3651  
 GRAND JUNCTION CO 81502-3651  
 United States

**Ship To:** 1P12 - Finance Admin Services  
 4000 Jackson Avenue  
 Austin TX 78731  
 United States

**Vendor ID:** 1760730617 6

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

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

**Bill To Fax:**

**Email:** Amanda.Maxwell@txdmv.gov

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

**PO Information:**

POCN# 1 - by Mandy Maxwell, 07/23/2021  
 Added line 2 for FY22 funding, Period 2: 09/01/21 - 08/31/22 (12 months)

**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.

**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).

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

Overall period of service: 02/15/2021 - 02/14/2024 (3 Year Contract)

Period 1: 02/15/21 - 08/31/21 (7.5 months)

Period 2: 09/01/21 - 08/31/22 (12 months)

Period 3: 09/01/22 - 08/31/23 (12 months)

Period 4: 09/01/23 - 02/14/24 (4.5 months)

**The vendor shall:**

- Have an agency log-in portal for TxDMV employees
- Be TDLR (Texas Department of Licensing and Registration) certified

**Authorized Signature**

*M. Maxwell* Purchaser, CFCO

**07/27/2021**



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- Have a timed course with testing for Pass/ Fail
- Have a certificate that the employees can print for a passing completion
- Vendor will invoice TxDMV monthly for the quantity and names of TxDMV employees who have taken the course

Pricing per vendor email dated 02/02/2021, 3:45PM

TxDmv Contact:

Ann Pierce  
 Ann.Pierce@TxDMV.gov  
 (512) 465-4100

Vendor Contacts:

Customer Service  
 support@safe2drive.com  
 (800) 763-1297

Abbey Kinsley  
 Abbey.Kinsley@yahoo.com  
 (970) 314-7485

Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
1-1	On-Line, On-Demand Defensive Driving Course - TDLR Approved	924/60	400.0000	EA	\$6.95000	\$2,780.00	02/15/2021
						<b>Schedule Total</b>	<b>\$2,780.00</b>

**Contract ID:**  
0000009305

**ReqID:**  
0000010018

Overall period of service: 02/15/2021 - 02/14/2024 (3 Year Contract)

Current period of service: 02/15/2021 - 08/31/2021 (7.5 Months)

**Item Total for Line # 1** **\$2,780.00**

Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
2-1	On-Line, On-Demand Defensive Driving Course - TDLR Approved	924/60	300.0000	EA	\$6.95000	\$2,085.00	08/18/2021
						<b>Schedule Total</b>	<b>\$2,085.00</b>

**Contract ID:**  
0000009305

**ReqID:**  
0000010746

Overall period of service: 02/15/2021 - 02/14/2024 (3 Year Contract)

Current period of service: 09/01/2021 - 08/31/2022 (12 Months)

**Item Total for Line # 2** **\$2,085.00**

**Total PO Amount** **\$4,865.00**

All Shipments, Shipping papers, invoices and correspondence must be identified with our Purchase Order Number. Over shipments will not be accepted

Authorized Signature

*M. Naill* Purchaser, CTCI

**07/27/2021**



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unless authorized by Purchaser prior to Shipment.

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Authorized Signature

*M. Naill Purchaser, CTCI*

07/27/2021