



Texas Department of Motor Vehicles
 Business Unit # 60800
 Purchase Order # 0000009883

Payment NET30 **Freight** FOB **Ship Via:** US MAIL **PCC:** D **Date:** 09/01/21 **PO Method:** CP **Dispatch:** Dispatch **Rev Dt:**
Terms: **Terms:** Destination **Via Print**

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

Vendor: COURT FILE AMERICA
 5615 MEADOW LAKE LN
 HOUSTON TX 77056-4013
 United States

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

Vendor ID: 1342054510 8

Bill To: 4000 Jackson Avenue
 Austin TX 78731
 United States

Purchaser: Samantha Lavoie
Phone: 512/465-4180
Fax: 512/465-5641

Bill To Fax:

Email: Samantha.Lavoie@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:

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 Invoices@txdmv.gov. 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, whichever is later.

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

Vendor Contact: Tex Welsh
 Phone: 832/347-0400
 Email: twelsh@courtfileamerica.com

TxDMV Contract Monitor: Jennifer Whittaker
 General Counsel Office
 Phone: 512/465-1386
 Email: jennifer.whittaker@txdmv.gov

TXDMV Purchaser:
 Samantha Lavoie
 samantha.lavoie@txdmv.gov
 512-465-4199

Quantities

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 purchases 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 quantities.

DIR Exemption Electronic Filing Service Provider (EFSP) through 08/31/2022

Authorized Signature

Samantha Lavoie

08/06/2021



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State agencies are granted an exemption from the requirement to purchase IT commodities through a DIR contract to fulfill state of Texas electronic filing requirements, specifically related to the selection of a Electronic Filing Service Provider (EFSP) for the filing and service of case-related documents in Texas courts. The Office of Court Administration oversees the eFileTexas system and has responsibility for certifying EFSPs. For more information, visit eFileTexas.gov. Current OGC

Users: 7 attorneys and 5 support staff; users updated with Tex Welsh as staffing needs change over time.
 Each SVCU (service unit) is priced at \$1.00. A SVCU is a TxDMV internal system unit of measure. Vendor shall invoice at the price(s) for work authorized under the purchase order.

The service period is 09/01/2021 through 08/31/2022

Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
1-1	FY22 Legal e-Filing Services Term 9/1/21-8/31/22	956/35	3000.0000	EA	\$1.00000	\$3,000.00	07/19/2021

Schedule Total

Contract ID:
0000009883

ReqID:
0000010657

Item Total for Line # 1

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

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						Schedule Total	<input type="text" value="\$3,000.00"/>
Contract ID: 0000009883				ReqID: 0000010657			
						Item Total for Line # 1	<input type="text" value="\$3,000.00"/>
						Total PO Amount	<input type="text" value="\$3,000.00"/>

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