



Texas Department of Motor Vehicles
 Business Unit # 60800
 Purchase Order # 0000010128
 Purchase Order Change Notice (# 1)

Payment NET30 **Freight** FOB **Ship Via:** US MAIL **PCC:** S **Date:** 09/17/21 **PO Method:** DG **Dispatch:** Dispatch **Rev Dt:** 10/26/21
Terms: **Terms:** Destination **Via Print**

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

Vendor: GEORGETOWN SIGN COMPANY
 2522 SHELL RD STE D
 GEORGETOWN TX 78628-9210
 United States

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

Vendor ID: 1842240833 8

Bill To: 4000 Jackson Avenue
 Austin TX 78731
 United States

Purchaser: Matthew Terrell Windham
Phone: 512/465-5808
Fax: 512/465-5641

Bill To Fax:

Email: Matthew.Windham@txdmv.gov

Bill To Email: DMV_FIN-INVOICES@TxDMV.gov

PO Information:

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 POCN #1 (Matthew Windham 10/21/2021):
 Changed buyer from Jason Adams to Matthew Windham. Added Line 3 to include four additional exterior sign panels to be installed. Added Quote #EST-1422 to Header Comments section to reference price of the four additional signs.

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 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.

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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 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.

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 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.

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

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 TxDMV Contact/Contract Monitor:
 Adale Bishop
 adale.bishop@txdmv.gov
 (512) 465-4067

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 Vendor Contact:
 Georgetown Sign Company
 Mike Volling
 2522 Shell Road, Unit D
 Georgetown, Tx 78628
 mike@georgetownsign.com

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 Pricing for the four additional signs added on Line 3 per Quote #EST-1422 dated 10/12/2021.

Authorized Signature

Matthew Windham

10/26/2021



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Per quote dated 09/02/2021

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.

This PO/Contract is for the replacement of TxDMV Logo signs and refurbish and update of exterior monument sign holders for Camp Hubbard-1 and Camp Hubbard-5. Additionally, for the replacement of exterior division/section directory signs and refurbish and repaint of black metal sign holder frames.

Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
1-1	HQ Exterior Monument Sign Replacement	801/76	1.0000	JOB	\$6,769.56000	\$6,769.56	09/17/2021
						Schedule Total	\$6,769.56

Contract ID:
0000010128

ReqID:
0000011016

Contract Term: 09/17/2021 to 08/31/2022

Item Total for Line # 1 **\$6,769.56**

Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
2-1	Replacement of Exterior Division/Section directory signs	801/76	1.0000	JOB	\$2,216.57000	\$2,216.57	09/17/2021
						Schedule Total	\$2,216.57

Contract ID:
0000010128

ReqID:
0000011016

Contract Term: 09/17/2021 to 08/31/2022

Item Total for Line # 2 **\$2,216.57**

Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
3-1	Exterior Directory Sign Panels - Metal signs on black frames	801/76	4.0000	EA	\$49.59000	\$198.36	10/27/2021
						Schedule Total	\$198.36

Contract ID:
0000010128

ReqID:
0000011186

New offices have been added since original exterior directory signs were posted. Four additional outside directory sign panels to be included on the black metal framed outdoor directory signs.

Item Total for Line # 3 **\$198.36**

Total PO Amount **\$9,184.49**

Authorized Signature

Matthew Windham

10/26/2021



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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

Matthew Windham

10/26/2021