



Texas Department of Motor Vehicles  
 Texas SmartBuy PO # 22012645  
 Business Unit # 60800  
 Purchase Order # 0000010233

**Payment Terms:** NET30 **Freight Terms:** FOB Destination **Ship Via:** US MAIL **PCC:** C **Date:** 10/10/21 **PO Method:** BC **Dispatch:** Dispatch Via Print **Rev Dt:**

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

**Vendor:** TAYLOR COMMUNICATIONS INC  
 PO BOX 840655  
 DALLAS TX 75284-0655  
 United States

**Ship To:** 1P05 - Huntsville  
 810 FM 2821  
 Huntsville TX 77349  
 United States

**Vendor ID:** 1811701544 8

**Purchaser:** Ricardo Montalvo Rodriguez  
**Phone:** 512/465-4097  
**Fax:** 512/465-5641

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

**Bill To Fax:**

**Email:** Ricardo.Montalvo@txdmv.gov

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

**PO Information:**

TxDMV will order on an as needed basis.

**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, whichever 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: 966-A3

Interagency Agreement Contract Act TX Gov Code, Title 7, Chapter 771

Reference CPA Inter-agency Contract: 7366JM

**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).

**SPECIAL DELIVERY REQUIREMENTS:**

Deliveries to the Wynne Unit must be made Monday through Friday between the hours of 6:30 AM and 10:30 AM. Deliveries will be made to a maximum-security prison. Vendors/Shippers must present a packing slip that will identify the contents of all incoming shipments. The following items

**Authorized Signature**

**10/11/2021**



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will not be allowed on the unit during the delivery process: Phones, tobacco, extra clothing, any type of weapon (knives, firearms etc.) The driver will be able to turn these items over to the correctional officer staff while he/she performs the delivery. They will be returned upon departure from the facility. Also, there are lockers available at the local truck stops where items could be stored while the delivery is made. If there are any questions regarding delivery, please call Brad Beaty at (936) 295-3798.

May be delivered in multiple deliveries to Huntsville warehouse location. This laser receipt paper is pre-printed and provided to the counties. The forms are needed to print receipts for collection and disposition of fees by the counties and regions. The total on this purchase order represents the value of 15,000 cartons (\$24.42/carton) of VTR-500-RTS paper, which is a portion of the approved amount included in the FY 2022 IAC with the Comptroller's Office (CPA). CPA reimburses TxDMV for 1/6 of the cost of this paper, and they are invoiced quarterly for any orders processed during that quarter. The FY 22 IAC includes up to 20,000 cartons to cover the planned order for FY 2022.

TxDmv Contact:  
 Tammy Wooten  
 Tammy.Wooten@txdmv.gov  
 (512) 465-4016

Contractor: Taylor Communications, Inc.  
 Contact Name: Joe Scardino  
 Email: Joe.scardino@taylorcommunications.com  
 Phone: (832) 326-0844

Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
1-1	TXDMV Title, Registration, Permit and Specialty Plate Form (VTR-500-RTS), 2,500 forms per carton Term: September 16, 2021 to August 31, 2022	966/16	15000.0000	CTN	\$24.42000	\$366,300.00	10/29/2021

Schedule Total

**Contract ID:** 0000010233      **Contract Type:** PO      **ReqID:** 0000011107

Taylor\_Communications\_VTR-500-RTS\_quote date: 10/11/2021

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.

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Authorized Signature

10/11/2021