



Texas Department of Motor Vehicles  
 Business Unit # 60800  
 Purchase Order # 0000011415

**Payment Terms:** NET30 **Freight Terms:** FOB Destination **Ship Via:** US MAIL **PCC:** S **Date:** 07/29/22 **PO Method:** DG **Dispatch:** Dispatch Via Print **Rev Dt:**

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

**Vendor:** WALDEN SECURITY  
 PO BOX 88134  
 CHICAGO IL 60680-1134  
 United States

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

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

**Vendor ID:** 1621448519 1

**Purchaser:** Jason K Adams  
**Phone:** 512/465-4181  
**Fax:** 512/465-5641

**Bill To Fax:**

**Email:** jason.adams@txdmv.gov

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

**PO Information:**

This PO/Contract consists of the documents listed below, which are incorporated into this PO/Contract. In the event of any conflicts between the documents, the documents will control in the following order of precedence:

- \* The Request for Proposal (608-21-9587);
- \* The Statement of Work (SOW) as agreed by the Parties, including the TxDMV response to vendor questions under the SOW, and including all attachments except for the following attachments:
- \* Attachment B - Security Guard Post Orders;
- \* Attachment C - Security Guard Post Option (Cost Sheet);
- \* Attachment D - TxDMV Terms and Conditions.
- \* TxDMV Purchase Order, including any Purchase Order Change Notices, but excluding any legal terms and conditions that are posted on the TxDMV website and incorporated into the Purchase Order by reference.

- The initial term of the PO/contract begins on January 1, 2021 and will end on August 31, 2021 using Post Option 1 of Attachment C.

- TxDMV reserves the right to renew the contract for up to four additional years.

- First Renewal - 09/01/2021 to 08/31/2022 under PO #0000009035
- Second Renewal - 09/01/2022 to 08/31/2023 under PO #0000011415
- Third Renewal - 09/01/2023 to 08/31/2024
- Fourth/Final Renewal - 09/01/2024 to 08/31/2025

**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.

Note: Warrants will not be issued to a vendor without a current Texas Identification Number.  
 Special Payment Notes (Advance Payment, Payment Type, etc.)

**Authorized Signature**

*Jason Adams, MIS, CTGM, CTCD*

**08/01/2022**



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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).

Delivery:

Delivery of goods shall be in accordance with the delivery requirements of this purchase order, any underlying or associated contract for the goods being purchased and any other requirements set for by TxDMV or state law. Upon delivery, the bill of lading shall include at a minimum the following information: TxDMV Division and Contact Name, TxDMV Purchase Order number, Delivery Address, Vendor contact information and return address. If the vendor has an updated delivery schedule or more accurate delivery date, the vendor shall notify the TxDMV contact immediately. Enter any other special delivery requirements.

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

TxDMV Contract Monitor/Contact:

JT Moyer  
 jt.moyer@TxDMV.gov  
 (512) 465-4111

Vendor Primary Contact:

Carlos DeLeon, Operations Manager  
 carlos.deleon@waldensecurity.com  
 (512) 361-1013

Vendor Secondary Contact:

Rebecca Fann, Business Development Manager  
 rebecca.fann@waldensecurity.com  
 (615) 391-9127

Guards and services:

- 1 - unarmed guard posted at Building 1, 24/7
- 1 - unarmed guard posted at Building 5, 24/7
- 1 - unarmed guard patrolling the buildings' parking lots, 24/7
- 1 - armed supervisor patrolling the buildings' parking lots and acting as a break relief 24/7
- 1 - patrol car

Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
1-1	Security Guard Services at Austin Headquarters. Term: September 1, 2022 through August 31, 2023.	990/46	12.0000	MO	\$67,349.32000	\$808,191.84	09/01/2022

Schedule Total

Contract ID:  
0000009035

ReqID:  
0000012197

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

*James Adams, MIS, CTGM, CTCO*

08/01/2022



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Authorized Signature

*James Adams, MIS, CTGM, CTCO*

08/01/2022