



Texas Department of Motor Vehicles
 Business Unit # 60800
 Purchase Order # 0000011488
 Purchase Order Change Notice (# 1)

Payment Terms: NET30 **Freight Terms:** FOB Destination **Ship Via:** US MAIL **PCC:** I **PO Date:** 08/09/2022 **PO End Date:** 08/31/2023 **PO Method:** DG **Dispatch:** Dispatch Via Print **Rev Dt:** 12/22/2022
PLEASE NOTE: ADDITIONAL TERMS AND CONDITIONS MAY BE LISTED AT THE END OF THE PURCHASE ORDER.

Vendor: TOSHIBA AMERICA BUSINESS SOLUTIONS INC
 DBA TOSHIBA BUSINESS SOLUTIONS, USA
 FILE 57202
 LOS ANGELES CA 90074-7202
United States

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

Vendor ID: 1330865305 7

Bill To: 4000 Jackson Avenue
 Austin TX 78731
 United States

Purchaser: Richard Emmanuel Oballo

Phone:

Fax:

Bill To Fax:

Email: richard.oballo@txdmv.gov

Bill To Email: DMV_FIN-INVOICES@TxDMV.gov

PO Information:

POCN#1 Add funds for Black and White as well as Color Overages 11-1-2022 to 11-30-2022
 Richard Oballo 12/22/2022

FY- 2023 60800 0000010477

Copier Lease:

Equipment is to be leased in accordance with the terms and conditions of the State of Texas Department of Information Resources Toshiba Contract No. DIR-CPO-4426, Appendix F Master Lease Agreement. It is acknowledged and agreed that this purchase order constitutes a schedule as defined in the Master Lease Agreement.

Toshiba e-STUDIO 6516ACT SN# SC1KL33214, 65 Page per minute COLOR
 Included Features: MR4000 300-sheet DSDF, MJ1111b Console finisher with Stapling, MJ6106b Hole punch, GD1370n fax.

Equipment is to be leased in accordance with the terms and conditions of the State of Texas Department of Information Resources Contract No. DIR CPO-4226 Appendix D Master Lease Agreement. It is acknowledged and agreed that this purchase order constitutes a schedule as defined in the Master Lease Agreement. 36 Month lease- per month \$329.71

Service 5000 black and white @ .00554 overage .00550 \$27.70 - 3000 color @.03275 overage .03250

\$98.25= Total monthly service payment \$125.95

Total payment lease + service 36 months \$455.66

The terms of the service shall commence on the date of execution of a Copier Lease Commencement Letter by Lessee OR 10 days after the delivery of the last piece of equipment and shall continue for 36 whole months.

Quote: TXDMV Mari Aaron replacing PO 6269 Serial SC1JH10242

Location: Austin - Government and Strategic Comms - CH Bld 1 Level 1

Overall Service Period: March 1, 2022 - February 28, 2025

FY22 - March 1, 2022 - August 31, 2022 (Lease period 1) Months 1-6 of 36 month lease PO#0000010477

FY 23 - September 1, 2022 - August 31, 2023 (lease period 2) months 7-18 of 36 month lease PO#0000011488

FY 24 - September 1, 2023 - August 31, 2024 (lease period 3) months 19-30 of 36 month lease

FY 25 - September 1, 2024 - February 28, 2025 (lease period 4) months 31-36 of 36 month lease

This purchase order may be renewed for an additional period of time not exceeding the original period of time, provided both parties agree to do so prior to the expiration of the original purchase order. The renewed purchase order shall be for the original purchase order unit price, terms and conditions, plus any approved changes. The renewed purchase order may be cancelled at any time by providing 60 days written notice.

Authorized Signature

Richard Oballo

12/22/2022



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Lease shall include delivery, setup, installation, removal, analyst services and onsite user training.

All supplies except paper shall be included at no additional charge for the life of the purchase order.

Ownership: The equipment is and shall at all times be and remain the property of the vendor.

The State shall exercise due care in the use, operations and maintenance of the equipment and shall not use, operate or maintain the equipment improperly.

TxDMV shall be relieved from risks of loss or damage to all equipment leased during the period of transportation, installation, and during the entire time the equipment is in the possession of TxDMV except when loss or damage is due to the fault or negligence of TxDMV.

The State shall not obtain property or casualty insurance protecting the vendor's equipment on State property. The vendor may obtain such insurance for its own account and assumes all costs associated with such insurance.

Maintenance: There shall be no escalation of maintenance costs for the duration of the lease period. The vendor shall keep equipment fully operations for the duration of the lease period. The vendor shall assume the cost of all repairs to the equipment including parts, labor, transportation and travel expenses.

Service technicians shall be fully qualified to work on the specific equipment, and shall have factory training with a minimum of one year hands on experience working on the specific equipment. Normal maintenance coverage shall be Monday through Friday, 8:00 AM to 5:00 PM. Vendor shall respond to maintenance calls within four (4) business hours.

TxDMV believes a lease is unlikely to be cancelled prior to the full lease term. However, TxDMV may terminate a lease period, with no termination charges assessed, when either funds are not appropriated by the Texas Legislature or for vendor non-performance in these instances:

*Consistent failure to respond to service calls within the required time frame. Consistent failure is defined as not responding at any or all locations on two (2) out of three (3) consecutive occurrences.

*On-Site maintenance performed by unqualified technicians. If TxDMV determines that the technician is unable to perform in accordance with the service requirements or fails to communicate effectively, the vendor shall immediately remove the technician.

Hardware upgrades are negotiable, are at TxDMV's discretion and shall be changed to TxDMV. Upgrades will not extend past the duration of the lease period regardless of when added.

Technology Upgrades: Any software or firmware full service maintenance upgrades available during the term of the lease shall be offered at no additional cost to TxDMV.

Upon expiration of lease Vendor must sanitize (multiple pass overwrite) the internal hard drive of the copier. The Vendor must provide TxDMV an attestation which includes the serial number of the copier that the hard drive was removed from and the date it was sanitized.

Purchase made in accordance with the terms and conditions set forth in contract: DIR-CPO-4426

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-INVOCES@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.

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>

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

Vendor Contact: Maryellen Abshire
 Office: 737-236-7007
 Cell: 512-237-0259
 Email: maryellen.absher@tbs.toshiba.com

Vendor Contract Billing Administrator: Angie Adkins
 Direct: 469-374-5588
 Email: angie.adkins@tbs.toshiba.com

TxDMV contact: Mari Henson
 Phone: 512/465-1443
 Email: mari.henson@txdmv.gov

Print overages - blank and white and color
 To cover materials for 88th lege session and TACA Conference - June 2023

Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
1-1	Toshiba Copier 36 Month Lease (Months 8-19) Toshiba e-STUDIO 6516ACT SN# SC1KL33214	985/58	12.0000	MO	\$455.66000	\$5,467.92	09/01/2022
						Schedule Total	\$5,467.92
Contract ID: 0000010477					ReqID: 0000012062		

Requester: Mari Henson for GSC
 FY23 Renewal - Contract spans multiple years / release any future encumbrances
 Renewal is for FY23 term - Sep 1 2022 - Aug 31 2023
 FY23 Budget
 Original PO 10477
 Toshiba e-STUDIO 6516AC ID# TA1173 Super G3 Printer
 NOTE: Swapped out 2-28-2022 - Late due to COVID DELAY
 Original Service Term Feb 1 2022 - Jan 30 2025
 Service months for FY23 renewal lterm: Sep 1 2022 - Aug 31 2023 - lease period 2 - months 8-19 of 36 month lease
 GSC poc Mari Henson
 Included Features:
 MR4000 300-sheet DSDf
 MJ1111b Console finisher with Stapling
 MJ6106b Hole punch
 GD1370n fax
 Monthly Base Service Program includes: 5000 Black and White Copier per Month at \$.00550 overage \$27.71 - 3000 color @ \$.03275 overage .03250
 \$98.24 = Total monthly service payment \$125.95
 Total payment lease + service 36 months \$455.66
 Toshiba_FY23_Background.pdf

Item Total for Line # 1 **\$5,467.92**

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Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
2-1	Toshiba ESTUDIO 6516 ACT / SC1KL33214 Black and White Overage - Add Line to PO 11488	985/58	30000.000 0	EA	\$0.00550	\$165.00	12/22/2022
						Schedule Total	\$165.00
						ReqID: 0000012861	
						Item Total for Line # 2	\$165.00
3-1	Toshiba ESTUDIO 6516 ACT / SC1KL33214 Color Overage - Add Line to PO 11488	985/58	6000.0000	EA	\$0.03250	\$195.00	12/22/2022
						Schedule Total	\$195.00
						ReqID: 0000012861	
						Item Total for Line # 3	\$195.00
						Total PO Amount	\$5,827.92

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
Richard Oballo
 12/22/2022