



Texas Department of Motor Vehicles  
 Business Unit # 60800  
 Purchase Order # 0000011490

**Payment** NET30 **Freight** FOB **Ship Via:** US MAIL **PCC:** 0 **Date:** 08/10/22 **PO Method:** IA **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:** TEXAS STATE LIBRARY  
 ATTN MICROGRAPHICS DEPT  
 PO BOX 12927  
 AUSTIN TX 787112927  
 United States

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

**Vendor ID:** 3306306306 0

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

**Purchaser:** Yvette Marie Bonhomme  
**Phone:** 512/465-4197  
**Fax:**

**Bill To Fax:**

**Email:** yvette.bonhomme@txdmv.gov

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

**PO Information:**

FY22 PO #60800 0000009894

**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.

**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.

Interagency Cooperation Act, Texas Government Code, Title 7, Chapter 771.

Contract Period 9/1/2022-8/31/2023

SLRM Contract: Reference TSLA IAC # 6-21-608, Contract for Storage Services for Fiscal Year 2023

**Authorized Signature**

*Yvette M. Bonhomme*

**08/10/2022**



Texas Department of Motor Vehicles  
 Business Unit # 60800  
 Purchase Order # 0000011490

Contract: #0000012056

TXDMV Contract Monitors:  
 Jennifer Whittaker  
 512-465-1386  
 Jennifer.Whittaker@TxDMV.gov

Vendor Contact:  
 TSLAC :  
 Zach Bruton  
 512-475-5151

Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
1-1	Texas State Library & Archives Commission - FY 2023	963/43	5000.0000	EA	\$1.00000	\$5,000.00	08/10/2022
						<b>Schedule Total</b>	<input type="text" value="\$5,000.00"/>
<b>Contract ID:</b> 0000011490				<b>ReqID:</b> 0000012056			
TxDMV Document Storage and Management							
Term of Service: 9/1/22 - 8/31/23							
						<b>Item Total for Line # 1</b>	<input type="text" value="\$5,000.00"/>
						<b>Total PO Amount</b>	<input type="text" value="\$5,000.00"/>

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**  
*Yvette M. Bonhomme*  
08/10/2022