



Texas Department of Motor Vehicles
 Business Unit # 60800
 Purchase Order # 0000011545

Payment Terms: NET30 **Freight Terms:** FOB Destination **Ship Via:** US MAIL **PCC:** 0 **End Date:** 08/18/22 **PO End Date:** 10/31/2022 **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: BURNHAM PROPERTIES LTD
 PO BOX 522541
 EL PASO TX 79952-0009
 United States

Ship To: 1P09 - El Paso Region
 1227 Lee Trevino, Ste. 100
 El Paso TX 79907
 United States

Ship To Attention: Monica C Hernandez

Bill To: 4000 Jackson Avenue
 Austin TX 78731
 United States

Vendor ID: 1742883752 4

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:

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.

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

Lease Payments:

TX Gov Code, Sec. 2167.002, Lease payments for district office space for certain agencies and programs.

This is a 60 Month lease beginning November 1, 2017 and ending October 31, 2022.

Months 1-12: NOVEMBER 1, 2017 through OCTOBER 31, 2018

Months 13-24: NOVEMBER 1, 2018 through OCTOBER 31, 2019

Authorized Signature

Matthew Windham

08/19/2022



Texas Department of Motor Vehicles
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Months 25-34: NOVEMBER 1, 2019 through AUGUST 31, 2020 - PO #60800 0000007555
 Months 35-46: SEPTEMBER 1, 2020 through AUGUST 31, 2021 - PO #60800 0000008659
 Months 47-58: SEPTEMBER 1, 2021 through AUGUST 31, 2022 - PO #60800 0000008659
 Months 59-60: SEPTEMBER 1, 2022 through OCTOBER 31, 2022 - PO #60800 0000011545

TxDMV Contact:
 Ann Pierce
 Ann.Pierce@TxDMV.gov
 512-465-4100

Texas Facilities Commission Contact:
 Jenny Ruiz
 Jenny.Ruiz@tfc.state.tx.us
 512-463-5649

Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
1-1	Renewal for Lease #10263 El Paso Regional Service Center Months 59 and 60 of a 60 month lease	971/45	2.0000	MO	\$4,884.41000	\$9,768.82	08/31/2022

Ship To Attention: Monica C Hernandez

Schedule Total

Contract ID:
0000008659

ReqID:
0000012105

Lease Period: 09/01/2022 - 10/31/2022

Lease Location:
 El Paso RSC
 1227 Lee Trevino, Suite 100
 El Paso, TX 79907

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

Matthew Windham

08/19/2022