



Texas Department of Motor Vehicles  
 Business Unit # 60800  
 Purchase Order # 0000011741  
 Purchase Order Change Notice (# 1)

**Payment** NET30 **Freight** FOB **Ship Via:** US MAIL **PCC:** S **Date:** 09/19/22 **PO Method:** DG **Dispatch:** Dispatch **Rev Dt:** 10/06/22  
**Terms:** **Terms:** Destination **Via Print**

**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:** 1P26 - Austin Data Center  
 9500 Metric Blvd. Ste. 100  
 Austin TX 78758  
 United States

**Vendor ID:** 1811701544 8

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

**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 (608-22-11133-A);
- \* 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 - Statement of Work;
- \* Attachment H - TxDMV Terms and Conditions;
- \* Attachment K - Pricing Sheet;
- \* 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.

Under PO #0000010906:  
 Initial Term: Date of Execution (DOE) until August 31, 2022

- 1st Renewal: 09/01/2022 to 08/31/2023 under PO #0000011741
- 2nd Renewal: 09/01/2023 to 08/31/2024
- 3rd Renewal: 09/01/2024 to 08/31/2025
- 4th Renewal: 09/01/2024 to 08/31/2026

PO #0000011511 was issued for the 1st renewal, but the specific paper could not be secured by Taylor Communications vendors. Therefore, the PO was cancelled and a new one was developed..

A new requisition was implemented for a total of 12,000,000 Inserts. This requisition requires a price change and paper weight change.

Printing by weight as follows:  
 Print 2,050,000 on 60# Offset  
 Print 4,150,000 on 70# Offset  
 Print 5,800,000 on 79# Offset

Original:  
 Delivery last week in September. Inserts will be 7'5" X 3.625" with bleeds. Paper will be 79# Offset White 60# Offset White.  
 Delivery to Austin data Center, 9500 Metric Blvd., Ste #100, Door #1.  
 Please contact ADC/Xerox at least 24 hours in advance at (512) 696-1850.

POCN #1 - 10/06/2022  
 Registration Renewal Inserts - 12,000,000 for this POCN

**Authorized Signature**

10/07/2022



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Delivery second week in January 2023.  
 Deliver to ADC/Xerox Austin Data Center (Xerox), 9500 Metric Blvd., Ste 100, Door #1.  
 Please contact ADC/Xerox at least 24 hours in advance at (512) 696-1850.

**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.)

**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>

**TxDMV Contract Monitor:**

Roger Feuge  
 roger.feuge@txdmv.gov  
 (512) 465-1459

**Vendor Contact:**

Joe Scardino | Senior Account Manager  
 Joe.scardino@taylor.com  
 c: 832-326-0844

Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
1-1	Join The Conversation - Registration Renewal Inserts	966/36	6000000.0000	EA	\$0.01315	\$78,900.00	09/19/2022

**Schedule Total**

**Contract ID:**  
0000010906

**ReqID:**  
0000012460

**Item Total for Line # 1**

**Authorized Signature**

*James Adams, MS, CTCM, CTCO*

10/07/2022