



Texas Department of Motor Vehicles
 Business Unit # 60800
 Purchase Order # 0000012128
 Purchase Order Change Notice (# 1)

Payment Terms: NET30 **Freight Terms:** FOB Destination **Ship Via:** US MAIL **PCC:** 0 **PO Date:** 12/14/2022 **PO End Date:** 12/29/2022 **PO Method:** DG **Dispatch:** Dispatch Via Email **Rev Dt:** 12/14/2022
PLEASE NOTE: ADDITIONAL TERMS AND CONDITIONS MAY BE LISTED AT THE END OF THE PURCHASE ORDER.

Vendor: TEXAS DEPARTMENT OF CRIMINAL JUSTICE (TD)
 PO BOX 99
 HUNTSVILLE TX 773420099
 United States

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

Vendor ID: 3696696696 6

Bill To: 4000 Jackson Avenue
 Austin TX 78731
 United States

Purchaser: Thomas Lou Dovic St Julien
Phone: 512/465-4097
Fax: 512/465-5641

Bill To Fax:

Email: thomas.stjulien@txdmv.gov

Bill To Email: DMV_FIN-INVOICES@TxDMV.gov

PO Information:

POCN #1; Thomas St. Julien; 12/14/22
 Updating Header Comments

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. 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:
 Jennifer Whittaker
 (512) 465-1386
 Jennifer.Whittaker@txdmv.gov

Vendor Contact:
 Contractor: TCI

Authorized Signature

12/14/2022



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Contact Name: Customer Service
 Email: tci@tdcj.texas.gov
 Phone: (936) 437-6048
 Address: PO BOX 4013 Huntsville TX 77342

Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
1-1	1 Box of 250, One-Sided - TCI #DMV-0107 SHADD PEGRAM	966/36	1.0000	EA	\$9.72000	\$9.72	12/29/2022
						Schedule Total	<input type="text" value="\$9.72"/>
						ReqID:	
						0000012791	

On 12/13/22, Jennifer Whittaker updated the PR in CAPPS to change out Line 1 from Elizabeth Fore to Shadd Pegram.

TEXT for Shadd Pegram -

Shadd Pegram
 Associate General Counsel
 Office of General Counsel
 O 512-465-5665 D 512-465-1425
 shadd.pegram@txdmv.gov

4000 JACKSON AVENUE, AUSTIN, TEXAS 78731
 TxDMV.gov

PLEASE SEE ATTACHED APPROVED DRAFT

Item Total for Line # 1

Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
2-1	1 Box of 250, One-Sided - TCI #DMV-0107 DAWN BURTON	966/36	1.0000	EA	\$9.72000	\$9.72	12/29/2022
						Schedule Total	<input type="text" value="\$9.72"/>
						ReqID:	
						0000012791	

TEXT for Dawn Burton -

Dawn Burton
 Associate General Counsel
 Office of General Counsel
 O 512-465-1436 F 512-465-4112
 Dawn.Burton@TxDMV.gov

4000 JACKSON AVENUE, AUSTIN, TEXAS 78731
 TxDMV.gov

PLEASE SEE ATTACHED APPROVED DRAFT

Item Total for Line # 2

Authorized Signature

 12/14/2022



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Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
3-1	1 Box of 250, One-Sided - TCI #DMV-0107 TERRY VANNOY	966/36	1.0000	EA	\$9.72000	\$9.72	12/29/2022
						Schedule Total	<input type="text" value="\$9.72"/>
						ReqID: 0000012791	
TEXT for Terry Vannoy -							
Terry Vannoy Associate General Counsel Office of General Counsel O 512-465-5665 D 512-465-1426 Terry.Vannoy@TxDMV.gov							
4000 JACKSON AVENUE, AUSTIN, TEXAS 78731 TxDMV.gov							
PLEASE SEE ATTACHED APPROVED DRAFT							
						Item Total for Line # 3	<input type="text" value="\$9.72"/>
4-1	1 Box of 250, One-Sided - TCI #DMV-0107 LENA ROBERTS, RMO, PIC	966/36	1.0000	EA	\$9.72000	\$9.72	12/29/2022
						Schedule Total	<input type="text" value="\$9.72"/>
						ReqID: 0000012791	
TEXT for Lena Roberts -							
Lena Roberts, RMO, PIC Associate General Counsel Office of General Counsel O 512-465-4074 F 512-465-4112 Lena.Roberts@TxDMV.gov							
4000 JACKSON AVENUE, AUSTIN, TEXAS 78731 TxDMV.gov							
PLEASE SEE ATTACHED APPROVED DRAFT							
						Item Total for Line # 4	<input type="text" value="\$9.72"/>
5-1	Vendor Freight Charges for 4 Boxes (Total of Less than \$50)	966/36	1.0000	EA	\$10.86000	\$10.86	12/14/2022
						Schedule Total	<input type="text" value="\$10.86"/>
						ReqID: 0000012791	
Per page 1 of the attached FY23 bid document from the vendor, these are the Freight Charges for 4 boxes of business cards when the order totals less than \$50.							
						Item Total for Line # 5	<input type="text" value="\$10.86"/>
						Total PO Amount	<input type="text" value="\$49.74"/>

Authorized Signature

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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

A handwritten signature in black ink, appearing to be "J. D. Smith", written over a horizontal line.

12/14/2022