



Texas Department of Motor Vehicles
 Business Unit # 60800
 Purchase Order # 0000012134

Payment Terms: NET30 **Freight Terms:** FOB Destination **Ship Via:** US MAIL **PCC:** 0 **PO Date:** 12/16/2022 **PO End Date:** 08/08/2023 **PO Method:** IA **Dispatch:** Dispatch Via Print **Rev Dt:**

PLEASE NOTE: ADDITIONAL TERMS AND CONDITIONS MAY BE LISTED AT THE END OF THE PURCHASE ORDER.

Vendor: STATE AUDITOR'S OFFICE
 PO BOX 12067
 AUSTIN TX 787112067
 United States

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

Vendor ID: 3308308308 0

Bill To: 4000 Jackson Avenue
 Austin TX 78731
 United States

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>

Interagency Agreement Contract Act:

TX Gov Code, Title 7, Chapter 771

Employee Training Act:

The training or education must be related to the duties or prospective duties of the administrator or employee. Texas Government Code, Title 6, Subtitle C, Chapter 656, Subchapter A, Sec. 656.041

Any billing questions contact Carol Oberrender at Carol.Oberrender@sao.texas.gov or by phone at (512) 936-9400.

Any changes to registration, contact Professional Development via e-mail (ProfessionalDevelopment@sao.texas.gov) or phone (512-936-9460).

Authorized Signature

12/16/2022



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TxDMV Contract Monitor:
 Renee Israel
 renee.israel@txdmv.gov
 (512) 465-1420

Vendor Contact:
 Jo Dale Guzman
 jodale.guzman@sao.texas.gov
 (512) 936-9500

Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
1-1	Course - High-Impact Audit Reporting	924/25	3.0000	EA	\$199.00000	\$597.00	05/16/2023
						Schedule Total	<input type="text" value="\$597.00"/>
Contract ID: 0000012134					ReqID: 0000012858		
Attendees: Allen Brislin, Claudette Otis-Watkins, and Noel Ramirez.							
Course Date: May 16, 2023 Time: 8:00AM - 4:30PM Cancellation Date: May 09, 2023 Location: Online							
						Item Total for Line # 1	<input type="text" value="\$597.00"/>

Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
2-1	Course - Effective Audit Planning and Engagement Risk Assessments	924/25	2.0000	EA	\$199.00000	\$398.00	01/24/2023
						Schedule Total	<input type="text" value="\$398.00"/>
Contract ID: 0000012134					ReqID: 0000012858		
Attendees: Amy Caldwell and Beverly Musgrove.							
Course Date: January 24, 2023 Time: 8:00AM - 4:30PM Cancellation Date: January 17, 2023 Location: Online							
						Item Total for Line # 2	<input type="text" value="\$398.00"/>

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Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
3-1	Course - 5 Choices to Extraordinary Productivity	924/25	4.0000	EA	\$229.00000	\$916.00	02/07/2023
						Schedule Total	\$916.00
Contract ID: 0000012134					ReqID: 0000012858		
Attendees: Amy Caldwell, Beverly Musgrove, Noel Ramirez, and Robert Phillips.							
Course Date: February 7, 2023 Time: 8:00AM - 4:30PM Cancellation Date: January 31, 2023 Location: Online							
						Item Total for Line # 3	\$916.00
Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
4-1	Course - Developing Audit Observations	924/25	3.0000	EA	\$199.00000	\$597.00	06/20/2023
						Schedule Total	\$597.00
Contract ID: 0000012134					ReqID: 0000012858		
Attendees: Amy Caldwell, Beverly Musgrove, and Noel Ramirez.							
Date: June 20, 2023 Time: 8:00AM - 4:30PM Cancellation Date: June 13, 2023 Location: Online							
						Item Total for Line # 4	\$597.00
Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
5-1	Course - 7 Habits of Highly Effective People (Franklin Covey)	924/25	4.0000	EA	\$299.00000	\$1,196.00	06/28/2023
						Schedule Total	\$1,196.00
Contract ID: 0000012134					ReqID: 0000012858		
Attendees: Amy Caldwell, Beverly Musgrove, Noel Ramirez, and Robert Phillips.							
Course Dates: June 27, 2023 - June 28, 2023 Time: 8:00AM - 4:30PM Cancellation Date: June 20, 2023 Location: Online							
						Item Total for Line # 5	\$1,196.00

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Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
6-1	Course - Intermediate/Advanced Excel Features Beneficial for Auditors and Accountants	924/25	1.0000	EA	\$229.00000	\$229.00	01/31/2023
						Schedule Total	<input type="text" value="\$229.00"/>
Contract ID: 0000012134				ReqID: 0000012858			
Attendee: Robert Phillips							
Course Dates: January 30, 2023 - January 31, 2023 Time: 8:00AM - 4:30PM Cancellation Date: January 23, 2023 Location: SAO COMPUTER TRAINING ROOM City: Austin							
						Item Total for Line # 6	<input type="text" value="\$229.00"/>
7-1	Course - IT General Controls	924/25	2.0000	EA	\$149.00000	\$298.00	05/09/2023
						Schedule Total	<input type="text" value="\$298.00"/>
Contract ID: 0000012134				ReqID: 0000012858			
Attendees: Dharani Vahanesa and Robert Phillips.							
Course Date: May 09, 2023 Time: 8:00AM - 12:00PM Cancellation Date: May 02, 2023 Location: Online							
						Item Total for Line # 7	<input type="text" value="\$298.00"/>
8-1	Course - Auditing the Cloud	924/25	1.0000	EA	\$149.00000	\$149.00	07/12/2023
						Schedule Total	<input type="text" value="\$149.00"/>
Contract ID: 0000012134				ReqID: 0000012858			
Attendee: Dharani Vahanesa							
Course Date: July 12, 2023 Time: 8:00AM - 12:00PM Cancellation Date: July 05, 2023 Location: Online							
						Item Total for Line # 8	<input type="text" value="\$149.00"/>

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Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
9-1	Course - Fundamentals of IT Auditing	924/25	1.0000	EA	\$249.00000	\$249.00	08/08/2023
						Schedule Total	<input type="text" value="\$249.00"/>
Contract ID: 0000012134				ReqID: 0000012858			
Attendee: Dharani Vahanesa							
Course Dates: August 07, 2023 - August 08, 2023							
Time: 8:00AM - 4:30PM							
Cancellation Date: July 31, 2023							
Location: Online							
						Item Total for Line # 9	<input type="text" value="\$249.00"/>

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

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12/16/2022