



Texas Department of Motor Vehicles
 Texas SmartBuy PO # 23080704
 Business Unit # 60800
 Purchase Order # 0000012247
 Purchase Order Change Notice (# 2)

Payment Terms: NET30 **Freight Terms:** FOB Destination **Ship Via:** US MAIL **PCC:** 0 **PO Date:** 01/18/2023 **PO End Date:** 02/03/2023 **PO Method:** DG **Dispatch:** Dispatch Via Print **Rev Dt:** 01/24/2023
PLEASE NOTE: ADDITIONAL TERMS AND CONDITIONS MAY BE LISTED AT THE END OF THE PURCHASE ORDER.

Vendor: WORKQUEST
 1011 E 53rd St
 AUSTIN TX 78751
 United States

Ship To: 1P13 - Fort Worth Region
 2425 Gravel Dr.
 Fort Worth TX 76118
 United States

Vendor ID: 1741976051 1 200

Bill To: 4000 Jackson Avenue
 Austin TX 78731
 United States

Purchaser: Jimmy Lee Smartt
Phone: 512/465-4180
Fax: 512/465-5641

Bill To Fax:

Email: jimmy.smartt@txdmv.gov

Bill To Email: DMV_FIN-INVOICES@TxDMV.gov

PO Information:

01/24/23 - Jimmy Smartt - POCN #2
 Re-added Line Item 8 as Line Item 9.
 Canceled Line Item 6. Cancelled due to vendor not have item in stock.
 Changed buyer to Jimmy Smartt

01/20/23 - TSJ - POCN #1
 Line Item #8: Cancelled due to vendor not having item in stock.

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:

Authorized Signature

Jimmy L. Smartt

01/24/2023



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Desiree Ewing
 Desiree.Ewing@txdmv.gov
 (817) 285-1517

Vendor Contact:
 Contractor: WorkQuest
 Contact Name: WorkQuest Customer Service
 Email: customerservice@workquest.com
 Phone: (512) 451-8145
 Address: 1011 East 53 1/2 Street Austin TX 78751

Line-Sch:	Line Description:	PCA:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
1-1	Skill Craft Bio-Write Medium Point black ink #62080058001-1	30101	620/80	6.0000	BOX	\$8.53000	\$51.18	02/03/2023
							Schedule Total	<input type="text" value="\$51.18"/>
					ReqID: 0000012925			
							Item Total for Line # 1	<input type="text" value="\$51.18"/>

Line-Sch:	Line Description:	PCA:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
2-1	Skill craft Bio-Write medium point blue ink #62080058001-2	30101	620/80	6.0000	BOX	\$8.53000	\$51.18	02/03/2023
							Schedule Total	<input type="text" value="\$51.18"/>
					ReqID: 0000012925			
							Item Total for Line # 2	<input type="text" value="\$51.18"/>

Line-Sch:	Line Description:	PCA:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
3-1	Skillcraft Self Stick pad 3x3 Neon #61562383601	30101	615/62	12.0000	PKG	\$7.67000	\$92.04	02/03/2023
							Schedule Total	<input type="text" value="\$92.04"/>
					ReqID: 0000012925			
							Item Total for Line # 3	<input type="text" value="\$92.04"/>

Line-Sch:	Line Description:	PCA:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
4-1	Highlighters in blister packs Multi Color #62090680208	30101	620/90	10.0000	PAK	\$4.80000	\$48.00	02/03/2023
							Schedule Total	<input type="text" value="\$48.00"/>
					ReqID: 0000012925			
							Item Total for Line # 4	<input type="text" value="\$48.00"/>

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Line-Sch:	Line Description:	PCA:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
5-1	Rayovac Ultra Pro ALAA-24 #45006100100	30101	450/06	2.0000	PAK	\$8.70000	\$17.40	02/03/2023
							Schedule Total	<input type="text" value="\$17.40"/>
					ReqID:			
					0000012925			
							Item Total for Line # 5	<input type="text" value="\$17.40"/>
6-1	OFFICE DEPOT BRAND PRE-INK REFILL INK, BLACK #603293	30101	615/77	10.0000	PAK	\$10.51000	\$0.00	CANCEL
							Schedule Total	<input type="text" value="\$0.00"/>
							Item Total for Line # 6	<input type="text" value="\$0.00"/>
7-1	Highlighters in Blister Packs #62090680109	30101	620/90	10.0000	PAK	\$1.86000	\$18.60	02/03/2023
							Schedule Total	<input type="text" value="\$18.60"/>
					ReqID:			
					0000012925			
							Item Total for Line # 7	<input type="text" value="\$18.60"/>
8-1	PACKAGING TAPE, CLEAR 2"WIDE BY 55 YD LENGTH #83255190002	30101	832/63	2.0000	PAK	\$12.31000	\$0.00	CANCEL
							Schedule Total	<input type="text" value="\$0.00"/>
					ReqID:			
					0000012925			
							Item Total for Line # 8	<input type="text" value="\$0.00"/>

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Line-Sch:	Line Description:	PCA:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
9-1	PACKAGING TAPE, CLEAR 2"WIDE BY 55 YD LENGTH #83255190002	30101	832/63	2.0000	PAK	\$12.31000	\$24.62	02/03/2023
							Schedule Total	<input type="text" value="\$24.62"/>
					ReqID:			
					0000012925			
							Item Total for Line # 9	<input type="text" value="\$24.62"/>
							Total PO Amount	<input type="text" value="\$303.02"/>

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
Jimmy L. Smartt
01/24/2023