



Texas Department of Motor Vehicles
 Business Unit # 60800
 Purchase Order # 0000013387

Payment Terms: NET30 **Freight Terms:** FOB Destination **Ship Via:** US MAIL **PCC:** E **PO Date:** 09/13/2023 **PO End Date:** 12/07/2023 **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: UNIVERSITY OF TEXAS AT AUSTIN
 GCMD
 LBJ SCHOOL OF PUBLIC AFFAIRS
 MC 3000 PO BOX Y
 AUSTIN TX 78713-8925
 United States

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

Ship To Attention: Claudia J Mojica Leal
Bill To: 4000 Jackson Avenue
 Austin TX 78731
 United States

Vendor ID: 3721721721 7 034

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:

Registration for Annette Quintero to attend the Governor's Center for Management Development Class of XLI. Registration includes all program related costs, assessment instruments, instructional materials, and some breakfasts and lunches.

Three Week Executive Program:

Week 1: September 24-28, 2023 - Location: Sheraton Arlington Hotel, 1500 Convention Center Drive, Arlington, Texas 76011

Week 2: November 5-9, 2023 - Location: San Luis Hotel, 5222 Seawall Boulevard, Galveston, 77551

Week 3: December 4-7, 2023 - Location: Doubletree Austin Northwest Arboretum, 8901 Business Park Drive, Austin, TX 78759

Pricing Reference Invoice Number: 9593

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.

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.

Payment Notes:

For questions, please contact the Governor's Center at (512) 475-8100.

IMPORTANT - Send payment to:

Governor's Center for Management Development
 Lyndon B. Johnson School of Public Affairs
 The University of Texas at Austin

Authorized Signature

09/13/2023



Texas Department of Motor Vehicles
 Business Unit # 60800
 Purchase Order # 0000013387

P.O. Box Y, MC R3000
 Austin, TX 78713-8925

State Vendor Identification Number: 37217217217080
 Federal Tax ID Number: 746000203

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.

Additionally, this Purchase Order is governed by the Texas Department of Motor Vehicles Standard Terms and Conditions, which can be found at: <http://www.txdmv.gov/contractors-vendors>.

TxDmv Contract Monitor:

Claudia Leal
 claudia.leal1@txdmv.gov
 (512) 374-5396

Vendor Contact:

Pamela Foster Brady, Director, Executive Education
 Governor's Center for Management Development
 Email: gcmd@austin.utexas.edu
 Phone: (512) 475-8100
 Alternate Phone: (512) 475-8117

Line-Sch:	Line Description:	PCA:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
1-1	Registration for Governor's Executive Development Program Class XLI 2023	30901	924/41	1.0000	EA	\$5,600.00000	\$5,600.00	09/24/2023
							Schedule Total	<input type="text" value="\$5,600.00"/>

Contract ID:
0000013387

ReqID:
0000014010

Attendee: Annette Quintero

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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.

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

Authorized Signature

Matthew Windham

09/13/2023