Texas Department of Motor Vehicles

Business Unit # 60800
Purchase Order # 0000018091

Payment Terms:	Freight Terms:	Ship Via:	PCC:	PO Date:	PO End Date:	PO Method:	Dispatch:	Rev Dt:
NET30	FOB Destination	US MAIL	S	08/18/2026	08/31/2027	DG	Dispatch Via Print	

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

Vendor:
DM BROOKHOLLOW LLC
600 LAS COLINAS BLVD E STE 130
IRVING TX 75039-5756
United States

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

Ship To Attention: Brandy Monique Garcia

Bill To:
4000 Jackson Avenue
Austin TX 78731
United States

Vendor ID: 1334118796 4 000

Purchaser: Maxwell Alexander Brown
Phone: 512/465-4000
Fax: 512/465-5641

Bill To Fax:

Email: maxwell.brown@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.

Additionally, this Purchase Order is governed by the current TxDMV Contract Affirmations and TxDMV Contract Terms and Conditions, unless modified by Supplemental Conditions approved and provided by TxDMV. If this PO contains goods or services purchased from a DIR Cooperative Contract, the purchase is governed by the current TxDMV Supplemental Terms and Conditions with Affirmations for Purchases through the DIR Cooperative Contracts Program. These documents can be found at: http://www.txdmv.gov/contractors-vendors. For the avoidance of doubt, unless expressly stated otherwise in this Purchase Order or a TxDMV signature document, in the event of a conflict, ambiguity, or inconsistency between or among any Purchase Order documents, all TxDMV documents take precedence over the Contractors documents, if any.

Twenty-five (25) unreserved perking permits on the Rooftop Level of the Parking Facilities located at 2800 North Loop West, Houston, TX 77900.

The monthly fee for access to the Parking Facilities shall be $45 per month for each unreserved permit.

TxDMV Contract Monitor:

Authorized Signature

Maxwell Brown

08/25/2026

Lori Burns
lori.burns@txdmv.gov
512-431-4772

Brandy Garcia
Brandy.garcia@txdmv.gov
512-465-1261

RSC Contact
Esteban Sanchez
esteban.sanchez@txdmv.gov
(281) 685-5676 (cell)
(713) 316-6128 (office)

Miscellaneous Requests. All miscellaneous requests, including but not limited to work orders, overtime air, access cards, construction, maintenance, and other management matters relating to the Building shall be sent to the following address:
2900 North Loop West, Suite 160
Houston, Texas 77092
Attention: Property Manager
Email: propertymanager@brookhollow.hertzgroup.com

Official Notices. All official notices required to be given under the License shall be sent to the following address, with a copy of each such notice to be given to the address set forth in §3.1 above:
15303 Ventura Blvd., Suite 800
Sherman Oaks, CA 91403
Attn: Asset Manager
Email: assetmanager@brookhollow.hertzgroup.com

Line-Sch:	Line Description:	PCA:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
1-1	Parking License Agreement between DM Brookhollow LLC (Licensor) and Texas Department of Motor Vehicles (Licensee). TxDMV will utilize twenty five (25) unreserved parking permits on the rooftop level of the parking facilities. Term: 9/1/2026 - 8/31/2027.	30103	971/55	12.0000	MO	$1,125.00000	$13,500.00	08/20/2026

Schedule Total $13,500.00

Contract ID:
0000018091

ReqID:
0000019079

Item Total for Line # 1 $13,500.00

Total PO Amount $13,500.00

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

Authorized Signature

Maxwell Brown

08/25/2026