Texas Department of Motor Vehicles

Business Unit # 60800
Purchase Order # 0000018161

Payment Terms:	Freight Terms:	Ship Via:	PCC:	PO Date:	PO End Date:	PO Method:	Dispatch:	Rev Dt:
NET30	FOB Destination	US MAIL	A	08/27/2026	08/31/2027	AT	Dispatch Via Print	

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

Vendor:
RR DONNELLEY
PO BOX 932721
CLEVELAND OH 44193-0015
United States

Vendor ID: 1361004130 6 007

Purchaser: Jason K Adams
Phone: 512/465-4181
Fax: 512/465-5641

Email: jason.adams@txdmv.gov

Ship To:
1P05 - Huntsville
Wynne Unit - Tag Plant
810 FM 2821
Huntsville TX 77349
United States

Ship To Attention: Sandrine Simone Delou

Bill To:
4000 Jackson Avenue
Austin TX 78731
United States

Bill To Fax:

Bill To Email: DMV_FIN-INVOICES@TxDMV.gov

PO Information:

Interagency Agreement Contract Act TX Gov Code, Title 7, Chapter 771
Reference Agency Name: Comptroller of Public Accounts
Inter-agency Contract: CPA CMD No. 24-7684JM
TxDMV Contract No.: 608-24-0000013008

CPA contract: 966-A3

Term: 09/01/2026 to 08/31/2027

TxDMV VTR-500-RTS Form; 18.5" x 11", 20# White Recycled Bond Paper, Custom Artwork, 2,500 Forms per Carton

Registration receipts would have to be printed on plain paper and would not print with TxDMV color logo and bar code.

May be delivered in multiple deliveries to Huntsville warehouse location.
This laser receipt paper is pre-printed and provided to the counties.
The forms are needed to print receipts for collection and disposition of fees by the counties and regions.

This need assessment represents the value of the VTR-500-RTS paper, which is included in the FY 2027 IAC Amendment with the Comptroller's Office (CPA). CPA reimburses TxDMV for 1/6 of the cost of this paper, and they are invoiced quarterly for any orders processed during that quarter. The IAC Amendment includes the paper to cover the planned order for FY 2027.

Forms delivered to Huntsville location at 810 FM 2821, Huntsville, TX 77349

SPECIAL DELIVERY REQUIREMENTS:
Deliveries to the Wynne Unit must be made Monday through Friday between the hours of 7:00 am and 10:30 am. Deliveries will be made to a maximum-security prison. Vendors/ Shippers must present a packing slip that will identify the contents of all incoming shipments. The following items will not be allowed on the unit during the delivery process: Phones, tobacco, extra clothing, any type of weapon (knifes, firearms, etc.). The driver will be able to turn these items over to the correctional officer staff while he/ she performs the delivery. They will be returned upon departure from the facility. Also, there are lockers available at the local truck stops where items could be stored while the delivery is made.

Deliveries MUST be scheduled 48 hours in advance by contacting Jennifer Robbins at (512) 465-1278 or at Jennifer.Robbins@txdmv.gov.

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

Authorized Signature

Laura Adams, MS, CTCM, CTCD

08/27/2026

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.

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.

TxDMV Contract Representative:
Sandrine Delou, Contract Specialist
Vehicle Titles and Registration Division
Sandrine.Delou@TxDMV.gov
512-465-1452

Vendor Contact:
R.R. Donnelley Sons Company
Randy Denbow
randy.denbow@rrd.com
(512) 422-1452

Alternate Contact Name:
R.R. Donnelley Sons Company
Brian Obert
brian.obert@rrd.com
(608) 795-7143
35 West Wacker Drive Chicago IL 60601

Line-Sch:	Line Description:	PCA:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
1-1	VTR-500-RTS Paper for FY27 CPA IAC;	30101	966/16	25600.0000	CTN	$33.28000	$851,968.00	08/27/2026

Schedule Total $851,968.00

Contract ID:
0000016407

ReqID:
0000018878

Term: 09/01/2026 to 08/31/2027

Item Total for Line # 1 $851,968.00

Total PO Amount $851,968.00

Authorized Signature
Laura Adams, MS, CTCM, CTCD
08/27/2026

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

Laura Adams, MS, CTCM, CTCD

08/27/2026