



Texas Department of Motor Vehicles
 Business Unit # 60800
 Purchase Order # 1500022
 Purchase Order Change Notice (# 15)

Payment Terms: NET30 **Freight Terms:** FOB Shipping **Ship Via:** VNDR **PCC:** 0 **Date:** 08/26/14 **PO Method:** DG **Dispatch:** Dispatch Via Print **Rev Dt:** 08/26/20

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

Vendor: WORKQUEST
 1011 E 53RD 1/2 ST
 AUSTIN TX 787511703
 United States

Ship To: See Detail Below

Vendor ID: 1741976051 1

Purchaser: Patricia Campos
Phone:
Fax:

Bill To: 4000 Jackson Avenue
 Austin TX 78731
 United States

Email: Patricia.Campos@txdmv.gov

Bill To Fax:
Bill To Email: DMV_FIN-INVOICES@TxDMV.gov

PO Information:

Texas Industries for the Blind and Handicapped (TIBH)

Human Resources Code, Title 8, Chapter 122, Section 122.001

Pick-up days are Monday, Wednesday and Friday.

This purchase order may be renewed for two (2) additional two (2) year terms.

At the end of each two-year term both parties may negotiate a price reduction or escalation.

Services in accordance with Contract Number 608-15-00022.

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).

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, which-ever is later.

Note: warrants will not be issued to a vendor without a current Texas Identification Number.

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.

01/26/2015 - David Chambers
 Changed buyer from James Kelldorf to Douglas Leach.

POCN# 1 PAR 8-15-2016 Amendment# 1
 Changed Buyer from Douglas Leach to Paula Ramsey.
 Additional money (\$60,774.70) to increase mailing services in FY16, as required by agency.

Authorized Signature

08/26/2020



Texas Department of Motor Vehicles
Business Unit # 60800
Purchase Order # 1500022
Purchase Order Change Notice (# 15)

POCN# 2 PAR 8-24-2016 Changed buyer from Paula Ramsey to Douglas Leach for Amendment# 2

POCN# 3 by Douglas Leach on 08/25/2016
Added Lines 4 and 5 to exercise renewal option one (1) of two (2) for term of service September 1, 2016 through August 31, 2018.

POCN# 4 by Douglas Leach on 11/17/2016
Added Line 6 for 960,000 UNT at \$1.00/UNT for term of service September 1, 2016 through August 31, 2017.
Per Section 6.5 of Scope of Work the State will reimburse Provider for postage.

POCN# 5 PAR 12-29-2017
Changed buyer from DL to PAR
Added Line 7 for \$4,560.42 for price increase of \$0.04 each for remaining 8 months through August 31, 2018.

POCN# 6 PAR 4-6-2018
Moved money to Line# 7 for the higher rate.

POCN# 7 PAR 4-6-2018
Moved money to Line# 7 for the higher rate.

POCN# 8 PAR 4-23-2018
Temporary Change
Temporary Pickup at Huntsville is five (5) days a week increasing from three (3) days a week.
Temporary - Backlog - Mailing Service price increase to \$1.15 each not to exceed 50,000 each. 15 days but not to exceed 30 days. See attached IAC Amendment# 4.

POCN# 9 PAR 5-23-2018
Corrected beginning date on line# 8 to actual contract start date.

POCN# 10 PAR 6-14-2018
Adding additional funds to get through the end of the fiscal year.

POCN# 11 PAR 8-2-218 Amendment# 5
Renewal for the period of 9-1-2018 through 8-31-2020.
Added lines 11, 12 13 for this 2 year period.
This is the last renewal period.

POCN# 12 PAR 8-8-2018
Changed accounting detail as requested by Maria Gaeta..
POCN 13, 6/18/2019; REVISED BY DROSAS
CHANGED THE BUYER FROM PAULA RAMSEY TO DEBRA ROSAS
ADDED PO LINES 14 AND 15
PO TOTAL INCREASED FROM \$3,501,180.68 TO \$3,684,440.68
REASON: ADDRESS A SHORTFALL CREATED BY A LARGER THAN NORMAL QUANTITY OF ANTIQUE LICENSE PLATES AND THE NEED FOR ARMY PLATES TO BE REPLACED IN 2019

POCN 14, 8/28/2019; REVISED BY DROSAS
ADDED PO LINES 16 AND 17
PO TOTAL INCREASED FROM \$3,684,440.68 TO \$3,692,440.68
REASON: DUE TO AN UNEXPECTED VOLUME INCREASE IN SPECIALTY PLATES PROCESSING, DUE TO THE ARMY PLATE RE-DESIGN

POCN#15 8/26/2020, PCAMPOS
CHANGE Contract Specialist from Debra Rosas
to Patricia Campos, CTPM, CTCM..

...
Add line #18, increase po by \$50,000.00 (reqn9452)
Original PO amount \$ 3,692,440.68;
New PO amount \$\$3,742,440.68
Reason: Add \$50,000 to cover line #13-1, cost resulting from USPS rate increase. the added funds are postage reimbursement remainder of fy2020.

...
Add line #19, increase by \$5150.00(reqn 9581)
original po amt:3,742,440.68
new PO amt: \$3,747,590.68

Authorized Signature

08/26/2020



Texas Department of Motor Vehicles
 Business Unit # 60800
 Purchase Order # 1500022
 Purchase Order Change Notice (# 15)

Reason: Add 5150 units for labor (specialty license plates sorting and mailing) to cover
 fy2020 shortfall

Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
1-1	Mailing Services: Sorting Specialty License Plates Mail Preparation and Mailing. Term of service: September 1 2014 through August 31 2016.	915/58	345000.0000	EA	\$0.98000	\$338,100.00	08/30/2014

Ship To: 1P05

Delivery Instructions:

810 FM 2821
 Huntsville TX
 77349
 United States

Schedule Total

Contract ID:
 1500022

Item Total for Line # 1

Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
2-1	Pre-metered regular mail pick up and drop off at the USPS Office in Huntsville. Term of service: September 1 2014 through August 31 2016.	915/58	24.0000	MO	\$186.00000	\$4,464.00	08/30/2014

Ship To: 1P05

Delivery Instructions:

810 FM 2821
 Huntsville TX
 77349
 United States

Schedule Total

Contract ID:
 1500022

Item Total for Line # 2

Authorized Signature

08/26/2020



Texas Department of Motor Vehicles
Business Unit # 60800
Purchase Order # 1500022
Purchase Order Change Notice (# 15)

Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
3-1	Mailing Services: Sorting Specialty License Plates Mail Preparation and Mailing. Additional funds for FY16 for additional services. Term of service: September 1 2015 through August 31 2016.	915/58	62015.0000	EA	\$0.98000	\$60,774.70	08/15/2016
Ship To: 1P05		Delivery Instructions:					
810 FM 2821 Huntsville TX 77349 United States							
						Schedule Total	\$60,774.70
Contract ID: 1500022				ReqID: 000003311			
						Item Total for Line # 3	\$60,774.70

Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
4-1	Mailing Services: Sorting Specialty License Plates Mail Preparation and Mailing. Term of Service: September 1, 2016 through August 31, 2018.	915/58	268268.0000	EA	\$0.98000	\$262,902.64	08/25/2016
Ship To: 1P05		Delivery Instructions:					
810 FM 2821 Huntsville TX 77349 United States							
						Schedule Total	\$262,902.64
Contract ID: 1500022				ReqID: 000003352			
						Item Total for Line # 4	\$262,902.64

Authorized Signature

08/26/2020



Texas Department of Motor Vehicles
Business Unit # 60800
Purchase Order # 1500022
Purchase Order Change Notice (# 15)

Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
5-1	Pre-metered regular mail pick up and drop off at the USPS Office in Huntsville. Term of Service: September 1, 2016 through August 31, 2018.	915/58	24.0000	MO	\$190.00000	\$4,560.00	08/25/2016
Ship To: 1P05		Delivery Instructions:					
810 FM 2821 Huntsville TX 77349 United States							
						Schedule Total	\$4,560.00
Contract ID: 1500022				ReqID: 0000003352			
						Item Total for Line # 5	\$4,560.00
Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
6-1	Specialty Plates Postage Reimbursement Term of Service: September 1, 2016 through August 31, 2018	915/58	960000.0000	UNT	\$1.00000	\$960,000.00	11/18/2016
Ship To: 1P05		Delivery Instructions:					
810 FM 2821 Huntsville TX 77349 United States							
						Schedule Total	\$960,000.00
Contract ID: 1500022				ReqID: 0000003776			
						Item Total for Line # 6	\$960,000.00

Authorized Signature

08/26/2020



Texas Department of Motor Vehicles
Business Unit # 60800
Purchase Order # 1500022
Purchase Order Change Notice (# 15)

Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
7-1	Adding funds for the price increase of \$0.04 each TIBH SLP For Period 01/01/18 through 08/31/18. Price was \$0.98 each and is now \$1.02 each. See attached Amendment# 3	915/58	137229.1600	EA	\$1.02000	\$139,973.74	01/01/2018
Ship To: 1P05		Delivery Instructions:					
810 FM 2821 Huntsville TX 77349 United States							
						Schedule Total	\$139,973.74
Contract ID: 1500022				ReqID: 0000005616			
						Item Total for Line # 7	\$139,973.74

Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
8-1	Specialty Plates Temp Price Increase to Process Backlog. Period of service for this temporary service 4-23-2018 through 5-23-2018.	915/58	50000.0000	EA	\$1.15000	\$57,500.00	04/24/2018
Ship To: 1P05		Delivery Instructions:					
810 FM 2821 Huntsville TX 77349 United States							
						Schedule Total	\$57,500.00
Contract ID: 1500022				ReqID: 0000006054			
						Item Total for Line # 8	\$57,500.00

Authorized Signature

08/26/2020



Texas Department of Motor Vehicles
Business Unit # 60800
Purchase Order # 1500022
Purchase Order Change Notice (# 15)

Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
9-1	TIBH/Goodwill Specialty Plates Postage Reimbursement adding additional funds to get through the rest of the fiscal year. 9-1-2016 through 8-31- 2018.	915/58	150000.0000	UNT	\$1.00000	\$150,000.00	06/14/2018
Ship To: 1P05		Delivery Instructions:					
810 FM 2821 Huntsville TX 77349 United States							
						Schedule Total	\$150,000.00
Contract ID: 1500022				ReqID: 000006241			
						Item Total for Line # 9	\$150,000.00
Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
10-1	TIBH/Goodwill Specialty Plates Labor adding additional funds to get through the rest of the fiscal year. 9-1-2016 through 8-31- 2018.	915/58	35000.0000	EA	\$1.02000	\$35,700.00	06/14/2018
Ship To: 1P05		Delivery Instructions:					
810 FM 2821 Huntsville TX 77349 United States							
						Schedule Total	\$35,700.00
Contract ID: 1500022				ReqID: 000006241			
						Item Total for Line # 10	\$35,700.00

Authorized Signature

08/26/2020



Texas Department of Motor Vehicles
 Business Unit # 60800
 Purchase Order # 1500022
 Purchase Order Change Notice (# 15)

Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
11-1	Mailing Services: Sorting Specialty License Plates Mail Preparation and Mailing. Term of Service: September 1, 2018 through August 31, 2020.	915/58	210000.0000	EA	\$1.03000	\$216,300.00	09/01/2018
Ship To: 1P05		Delivery Instructions:					
810 FM 2821 Huntsville TX 77349 United States							
						Schedule Total	\$216,300.00
11-2	Mailing Services: Sorting Specialty License Plates Mail Preparation and Mailing. Term of Service: September 1, 2018 through August 31, 2020.	915/58	210000.0000	EA	\$1.03000	\$216,300.00	09/01/2019
Ship To: 1P05		Delivery Instructions:					
810 FM 2821 Huntsville TX 77349 United States							
						Schedule Total	\$216,300.00
Contract ID: 1500022				ReqID: 0000006483			
						Item Total for Line # 11	\$432,600.00

Authorized Signature

08/26/2020



Texas Department of Motor Vehicles
Business Unit # 60800
Purchase Order # 1500022
Purchase Order Change Notice (# 15)

Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
12-1	Pre-metered regular mail pick up and drop off at the USPS Office in Huntsville. Term of Service: September 1, 2018 through August 31, 2020.	915/58	12.0000	MO	\$191.90000	\$2,302.80	09/01/2018
Ship To: 1P05		Delivery Instructions:					
810 FM 2821 Huntsville TX 77349 United States							
Schedule Total							\$2,302.80
12-2	Pre-metered regular mail pick up and drop off at the USPS Office in Huntsville. Term of Service: September 1, 2018 through August 31, 2020.	915/58	12.0000	MO	\$191.90000	\$2,302.80	09/01/2019
Ship To: 1P05		Delivery Instructions:					
810 FM 2821 Huntsville TX 77349 United States							
Schedule Total							\$2,302.80
Contract ID: 1500022				ReqID: 0000006483			
Item Total for Line # 12							\$4,605.60

Authorized Signature

08/26/2020



Texas Department of Motor Vehicles
 Business Unit # 60800
 Purchase Order # 1500022
 Purchase Order Change Notice (# 15)

Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
13-1	Specialty Plates Postage ReimbursementTerm of Service: September 1, 2018 through August 31, 2020.	915/58	525000.0000	UNT	\$1.00000	\$525,000.00	09/01/2018
Ship To: 1P05		Delivery Instructions:					
810 FM 2821 Huntsville TX 77349 United States							
						Schedule Total	\$525,000.00
13-2	Specialty Plates Postage ReimbursementTerm of Service: September 1, 2018 through August 31, 2020.	915/58	525000.0000	UNT	\$1.00000	\$525,000.00	09/01/2019
Ship To: 1P05		Delivery Instructions:					
810 FM 2821 Huntsville TX 77349 United States							
						Schedule Total	\$525,000.00
Contract ID: 1500022				ReqID: 0000006483			
						Item Total for Line # 13	\$1,050,000.00
14-1	SUPPLEMENTAL LABOR UNIT INCREASE TO SPECIALTY PLATES MAILING AND SORTING THROUGH AUGUST 31, 2019	915/58	42000.0000	EA	\$1.03000	\$43,260.00	06/18/2019
Ship To: 1P23		Delivery Instructions:					
4000 Jackson Avenue Austin TX 78731 United States							
						Schedule Total	\$43,260.00
Contract ID: 1500022				ReqID: 0000007687			
						Item Total for Line # 14	\$43,260.00

Authorized Signature

08/26/2020



Texas Department of Motor Vehicles
 Business Unit # 60800
 Purchase Order # 1500022
 Purchase Order Change Notice (# 15)

Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
15-1	AUGMENTATION TO POSTAGE EXPENSES	915/58	140000.0000	UNT	\$1.00000	\$140,000.00	06/18/2019
Ship To: 1P23		Delivery Instructions:					
4000 Jackson Avenue Austin TX 78731 United States							
						Schedule Total	<input type="text" value="\$140,000.00"/>
Contract ID: 1500022				ReqID: 0000007687			
						Item Total for Line # 15	<input type="text" value="\$140,000.00"/>

Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
16-1	SUPPLEMENTAL LABOR UNIT AUGMENTATION	915/58	4000.0000	EA	\$1.00000	\$4,000.00	08/28/2019
Ship To: 1P23		Delivery Instructions:					
4000 Jackson Avenue Austin TX 78731 United States							
						Schedule Total	<input type="text" value="\$4,000.00"/>
Contract ID: 1500022				ReqID: 0000008044			
						Item Total for Line # 16	<input type="text" value="\$4,000.00"/>

Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
17-1	POSTAGE AUGMENTATION	915/58	4000.0000	UNT	\$1.00000	\$4,000.00	08/28/2019
Ship To: 1P23		Delivery Instructions:					
4000 Jackson Avenue Austin TX 78731 United States							
						Schedule Total	<input type="text" value="\$4,000.00"/>
Contract ID: 1500022				ReqID: 0000008044			
						Item Total for Line # 17	<input type="text" value="\$4,000.00"/>

Authorized Signature

08/26/2020



Texas Department of Motor Vehicles
 Business Unit # 60800
 Purchase Order # 1500022
 Purchase Order Change Notice (# 15)

Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
18-1	Original PO amount \$ 3,692,440.68; New PO amount \$3,742,440.68 Reason: Add \$50,000 to cover line #13-1, cost resulting from USPS rate increase. the added funds are postage reimbursement	915/58	50000.0000	UNT	\$1.00000	\$50,000.00	08/26/2020
Ship To: 1P23		Delivery Instructions:					
4000 Jackson Avenue Austin TX 78731 United States							
						Schedule Total	\$50,000.00
<u>Contract ID:</u> 1500022				<u>ReqID:</u> 0000009452			
						Item Total for Line # 18	\$50,000.00

Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
19-1	Supplimental Labor to PO 1500022 Specialty License Plates Sorting and Mailing (Labor); Add 5150.00 to cover FY2020 shortfall	915/58	5000.0000	UNT	\$1.03000	\$5,150.00	08/26/2020
Ship To: 1P23		Delivery Instructions:					
4000 Jackson Avenue Austin TX 78731 United States							
						Schedule Total	\$5,150.00
<u>Contract ID:</u> 1500022				<u>ReqID:</u> 0000009581			
						Item Total for Line # 19	\$5,150.00

Total PO Amount \$3,747,590.68

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

08/26/2020



Texas Department of Motor Vehicles
Business Unit # 60800
Purchase Order # 1500022
Purchase Order Change Notice (# 15)

Authorized Signature

A handwritten signature in black ink on a light-colored background. The signature is written in cursive and appears to read "Patricia Campos, Contract Specialist, 611111, 611111".

08/26/2020