



Texas Department of Motor Vehicles  
 Business Unit # 60800  
 Purchase Order # 0000004114  
 Purchase Order Change Notice (# 11)

**Payment Terms:** NET30 **Freight Terms:** FOB Destination **Ship Via:** NA **PCC:** 0 **Date:** 06/20/17 **PO Method:** DG **Dispatch:** Dispatch Via Print **Rev Dt:** 07/26/22

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

**Vendor:** PITNEY BOWES  
 PO BOX 223648  
 PITTSBURGH PA 15250-0001  
 United States

**Ship To:** 1P12 - Finance Admin Services  
 4000 Jackson Avenue  
 Austin TX 78731  
 United States

**Vendor ID:** 1841386389 7

**Bill To:** 4000 Jackson Avenue  
 Austin TX 78731  
 United States

**Purchaser:** Quynh-Nhi Ge  
**Phone:** 512/465-4193  
**Fax:** 512/465-5641

**Bill To Fax:**

**Email:** Nhi.Ge@txdmv.gov

**Bill To Email:** DMV\_FIN-INVOICES@TxDMV.gov

**PO Information:**

Postage:  
 General Appropriations Act, Texas Government Code, Title 10, Subtitle C, Chapter 2113, Sec. 2113.103

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, which-ever 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).

Each SVCU (service unit) is priced at \$1.00. A SVCU is a TxDMV internal system unit of measure. Vendor shall invoice at the price(s) for work authorized under the purchase order.

This is a non-biddable procurement so this purchase order can be renewed or added to as long as it is needed by TxDMV.

TxDmv Contact: Richard "Rich" Mayer  
 Telephone: 512-465-4084  
 Email: Richard.Mayer@txdmv.gov  
 or Ann Pierce  
 Telephone: 512-465-4100  
 Email: Ann.Pierce@txdmv.gov

**Authorized Signature**

07/26/2022



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POCN# 1 PAR 7-26-2018

Adding Postage for Pitney Bowes Mail Meter S/N 0025066  
Postage Account: 19674498 - Austin, TX

Future funds will be added on an as needed basis up to 175K

New Service Period: 9/1/2018 - 8/31/2019

POCN #2 by S. Goodnight 7/25/2019: To add PR #7898 to purchase order and to change name of buyer to S. Goodnight.

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POCN # 3

Ron Hunter  
08/15/2019

Change buyer from Shawn Goodnight to Ron Hunter.

Postage for Pitney Bowes Mail Meter S/N 0025066 Postage Account: 19674498 - Austin, TX Service Term: 9/01/2019 through 08/31/2020. (Line item 4 of the Purchase Order). In accordance with Texas Administrative Code 34 TEX. ADMIN. CODE § 20.381? and Texas Government Code Section 2113.103.

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Adding Funding for Pitney Bowes Postage Account #19674498 for FY22, Pitney Bowes Postage PO #4114. Mailroom uses \$20,000+ a month. See attached statement July 2021 as example. New postage meter to be installed for FY2022. Do not have this serial # yet.

Mail operations essential to conducts normal business.

POCN #3, dated 8/31/2020, PCampos  
add line #4, increase amount \$200,000;  
original PO amount \$430,000.00;

New PO amount \$630,000.00;

Reason: Extend term 9/1/2020 end 8/31/2021, add FY21 funding

RE: Reqn9594

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POCN #4, Change contract specialist name from  
Ron Dale Hunter to Patricia Campos, CTPM, CTCM

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All original terms and conditions shall remain the same.

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POCN#5, dated 9/10/2020, PCampos

Added contract 0000004114 to line #5 on PO 4114, amount \$200,000;

A total of \$430,000 was not added to a contract from PO 4114;

Reason: Amount was not linked to a contract prior to inheriting this contract.

Original terms and conditions shall remain the same.

POCN 6, dated 12/29/2020, pcampos

added contract id 0000004114 to lines 1-4;

reason: added contract id 4114 all line items for consistency

original terms and conditions shall remain the same.

POCN 7, Travis R, 05/24/2021: Added line 6 for additional funding for FY21 services from Pitney Bowes for Austin Headquarters. Updated buyer name for PO changes.

POCN 8 and 9

Nhi Ge, 8/18/2021

Added line 7 to extend services from 9/1/2021-8/31/2022 and added additional funding for FY22 services from Pitney Bowes for Austin Headquarters.

Updated buyer name for PO.

POCN 10

Nhi Ge, 10/14/2021, Changed line 7 Unit of Measure to Unit (UNT)

POCN 11

Nhi Ge, 7/26/2022, Added line 8 to add additional funds to 8/31/2022.

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Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
1-1	Postage for Pitney Bowes Mail Meter S/N 0025066 Postage Account: 19674498 - Austin, TX  Service Period: 9/01/17 - 8/31/18	963/57	175000.0000	UNT	\$1.00000	\$175,000.00	08/31/2017
						<b>Schedule Total</b>	<input type="text" value="\$175,000.00"/>
<b>Contract ID:</b> 0000004114				<b>ReqID:</b> 0000004793			
						<b>Item Total for Line # 1</b>	<input type="text" value="\$175,000.00"/>
2-1	Postage for Pitney Bowes Mail Meter S/N 0025066 Postage Account: 19674498 - Austin, TX Service Period: 9/01/18- 8/31/19.	963/57	55000.0000	EA	\$1.00000	\$55,000.00	09/01/2018
						<b>Schedule Total</b>	<input type="text" value="\$55,000.00"/>
<b>Contract ID:</b> 0000004114				<b>ReqID:</b> 0000006393			
						<b>Item Total for Line # 2</b>	<input type="text" value="\$55,000.00"/>
3-1	Meter load for Pitney Bowes postage	963/57	25000.0000	EA	\$1.00000	\$25,000.00	07/25/2019
						<b>Schedule Total</b>	<input type="text" value="\$25,000.00"/>
<b>Contract ID:</b> 0000004114				<b>ReqID:</b> 0000007898			
<p>Buffer to cover unexpected end of year shortcomings FY19.          PO # 60800 0000004114          Pitney Bowes postage meter S/N 0025066          Postage account: 19674498</p> <p>TxDMV Contact: Rich Mayer          Telephone: 512-465-4084          Email: Richard.Mayer@txdmv.gov          or Chris Sturm          Telephone: 512-465-3835          Email: Chris.Sturm@txdmv.gov</p>							
						<b>Item Total for Line # 3</b>	<input type="text" value="\$25,000.00"/>

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Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
4-1	Postage for Pitney Bowes Mail Meter S/N 0025066 Postage Account: 19674498 - Austin, TX Service Term: 9/01/2019 through 08/31/2020.	963/57	175000.0000	UNT	\$1.00000	\$175,000.00	09/01/2019
						Schedule Total	\$175,000.00
<b>Contract ID:</b> 0000004114				<b>ReqID:</b> 0000007894			
						Item Total for Line # 4	\$175,000.00
5-1	FY21 Postage Charges for Austin Headquarters. Service period beginning September 1, 2020 and ending August 31, 2021	963/57	200000.0000	UNT	\$1.00000	\$200,000.00	09/01/2020
						Schedule Total	\$200,000.00
<b>Contract ID:</b> 0000004114				<b>ReqID:</b> 0000009594			
						Item Total for Line # 5	\$200,000.00
6-1	Additional FY21 Postage funding for Austin Headquarters. Service period beginning September 1, 2020 and ending August 31, 2021  Pitney Bowes Meter S/N 0025066	963/57	100000.0000	USD	\$1.00000	\$100,000.00	05/24/2021
						Schedule Total	\$100,000.00
<b>Contract ID:</b> 0000004114				<b>ReqID:</b> 0000010462			
						Item Total for Line # 6	\$100,000.00

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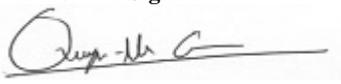


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Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
7-1	FY22 Postage for Pitney Bowes Mail Meter Service Term: 9/01/2021 through 08/31/2022	963/57	175000.0000	UNT	\$1.00000	\$175,000.00	08/20/2021
						Schedule Total	\$175,000.00
<b>Contract ID:</b> 0000004114				<b>ReqID:</b> 0000010808			
						Item Total for Line # 7	\$175,000.00
8-1	Adding funding for Pitney Bowes Mail Meter to cover from 7/26/2022 - 8/31/2022	963/57	1.0000	EA	\$30,000.00000	\$30,000.00	07/26/2022
						Schedule Total	\$30,000.00
<b>Contract ID:</b> 0000004114				<b>ReqID:</b> 0000012191			
						Item Total for Line # 8	\$30,000.00
						Total PO Amount	\$935,000.00

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.

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

Authorized Signature  
  
07/26/2022