



Texas Department of Motor Vehicles  
 Business Unit # 60800  
 Purchase Order # 0000010599  
 Purchase Order Change Notice (# 2)

**Payment Terms:** NET30    **Freight Terms:** FOB Destination    **Ship Via:** US MAIL    **PCC:** 0    **PO Date:** 12/30/2021    **PO End Date:** 12/31/2023    **PO Method:** IA    **Dispatch:** Dispatch Via Print    **Rev Dt:** 01/10/2024  
**PLEASE NOTE: ADDITIONAL TERMS AND CONDITIONS MAY BE LISTED AT THE END OF THE PURCHASE ORDER.**

**Vendor:** TEXAS FACILITIES COMMISSION  
 PO BOX 13047  
 AUSTIN TX 787113047  
 United States

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

**Ship To Attention:** Adale Jean Bishop  
**Bill To:** 4000 Jackson Avenue  
 Austin TX 78731  
 United States

**Vendor ID:** 3303303303 7 000

**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:**

POCN#2 MWindham 01/10/2024  
 Updated Buyer from Samantha Lavoie to Matthew Windham. Updated contract documents to include Amendment 1 to TFC Contract No. 21-070-000. Contract term updated per Amendment 1 from 12/31/2023 to 12/31/2025.  
 POCN#1 SLavoie 01/03/22 Per accounting, I updated the supplier ID # to 3303303303 Texas Facilities Commission, from 7460000742 Texas Facilities Commission. No other changes made.

**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 Invoices@txdmv.gov. 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.

**Quantities**  
 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 purchases 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 quantities.

The link to the TxDMV Terms and Conditions - <http://www.txdmv.gov/contractors-vendors>

TxDMV Contract Specialist:  
 Samantha Lavoie  
 Samantha.lavoie@txdmv.gov  
 512-465-4199

TxDMV Contract Monitor:  
 Adale Bishop

Authorized Signature

01/10/2024



Texas Department of Motor Vehicles  
 Business Unit # 60800  
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adale.bishop@txdmv.gov  
 512) 465-4067

Vendor Contact:  
 Martin Blair  
 martin.blair@tfc.texas.gov

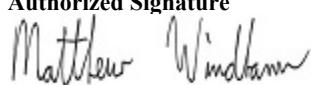
Interagency Agreement Contract Act TX Gov Code, Title 7, Chapter 771  
 Reference TFC Inter-agency Contract: 21-070-000

Contract Term: Date of Signature - December 31, 2025 (per Amendment 1)

Line-Sch:	Line Description:	PCA:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
1-1	TFC Design Phase Services for new CH-5 building	30230	906/10	1.0000	UNT	\$6,187,500.00 00	\$6,187,500.00	12/30/2021
							<b>Schedule Total</b>	<input type="text" value="\$6,187,500.00"/>
<b>Contract ID:</b> 0000010599					<b>ReqID:</b> 0000011463			
TFC Design Phase Services for new CH-5 building							<b>Item Total for Line # 1</b>	<input type="text" value="\$6,187,500.00"/>
							<b>Total PO Amount</b>	<input type="text" value="\$6,187,500.00"/>

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.

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

Authorized Signature  
  
 01/10/2024