



Texas Department of Motor Vehicles
 Business Unit # 60800
 Purchase Order # 0000011515

Payment Terms: NET30 **Freight Terms:** FOB Destination **Ship Via:** US MAIL **PCC:** Q **Date:** 08/15/22 **PO Method:** SV **Dispatch:** Dispatch Via Print **Rev Dt:**

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

Vendor: WORKQUEST
 1011 E 53rd St
 AUSTIN TX 78751
 United States

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

Vendor ID: 1741976051 1

Bill To: 4000 Jackson Avenue
 Austin TX 78731
 United States

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

Bill To Fax:

Email: jason.adams@txdmv.gov

Bill To Email: DMV_FIN-INVOICES@TxDMV.gov

PO Information:

Keeping TxDMV grounds cleaned and maintained is important to public perception of the department and helps mitigate problems with insects and rodents.

- Initial term - 09/01/2019 to 08/31/2020 under PO #0000007291.
- 1st renewal - 09/01/2020 to 08/31/2021 under PO #0000007291.
- 2nd renewal - 09/01/2021 to 08/31/2022 under PO #0000007291.
- 3rd renewal - 09/01/2022 to 08/31/2023 under PO #0000011515.
- 4th renewal - 09/01/2023 to 08/31/2024

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.

TxDmv Contact/Contract Monitor:

Adale Bishop
 adale.bishop@txdmv.gov
 (512) 465-4067

Vendor Contact:

Chris Calvisi
 Director, Grounds Maintenance
 (512) 838-1511
 chris.calvisi@epsimail.com

Authorized Signature

Jason Adams, MS, CTCM, CTCO

08/15/2022



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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>

Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
1-1	HQ Landscaping Renewal for FY 2023	906/56	12.0000	MO	\$2,511.14000	\$30,133.68	09/01/2022

Schedule Total

Contract ID:
000000046

ReqID:
0000012339

Contract Term: 09/01/2022 to 08/31/2023

Item Total for Line # 1

Line-Sch:	Line Description:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
2-1	Additional Landscaping Services	906/56	3000.0000	USD	\$1.00000	\$3,000.00	09/01/2022

Schedule Total

Contract ID:
000000046

ReqID:
0000012339

Contract Term: 09/01/2022 to 08/31/2023

Item Total for Line # 2

Total PO Amount

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

Laura Adams, MS, CTCM, CTCO

08/15/2022