

## Texas Department of Motor Vehicles

### Business Unit # 60800 Purchase Order # 0000012722 Purchase Order Change Notice (# 1)

Purchase Order Change Notice (# 1)

PO Method: Payment Terms: Freight Terms: Ship Via: PCC: PO Date: PO End Date: Dispatch: Rev Dt: 05/22/2023 NET30 **FOB Destination US MAIL** 0 08/31/2023 DG Dispatch Via Print 05/22/2023

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

Vendor: WORKQUEST Ship To: 1P22 - San Antonio Region

15150 Nacogdoches Rd., Ste. 100

Page: 1 of 2

San Antonio TX 78247

**United States** 

Bill To: 4000 Jackson Avenue

Austin TX 78731

United States

Purchaser: Richard Emmanuel Oballo

Vendor ID: 1741976051 1 200

1011 E 53rd St

**United States** 

AUSTIN TX 78751

Phone: Fax:

Bill To Fax:

Email: richard.oballo@txdmv.gov Bill To Email: DMV\_FIN-INVOICES@TxDMV.gov

#### PO Information:

POCN#1 Richard Oballo 5/22/2023 Line item 2 was changed to 3 months instead of original 13 due to the charge is for June 2023 to August 2023 only (FY23). The rate remains the same.

#### 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.

#### Pavment

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, whichever 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).

#### 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. Additionally, this Purchase Order is governed by the Texas Department of Motor Vehicles Standard Terms and Conditions, which can be found at: http://www.txdmv.gov/contractors-vendors.

Human Resources Code, Title 8, Chapter 122, Section 122.001 and Texas Government Code, Title 10, Chapter 2155, Sections 2155.138 and 2155.441

CONTRACT ID: 962-S1

TxDMV Contract Monitor:

Lori Burns

Lori.Burns@txdmv.gov

512-465-4081

Richard Oballo

05/22/2023



### Texas Department of Motor Vehicles

# Business Unit # 60800 Purchase Order # 0000012722

Purchase Order Change Notice (# 1)

Vendor Contact: ATI Rep: Brian OConner Phone: (512) 389-3333 Email: texas@austintask.com WorkQuest, Inc. Rep: Abby Monk Phone: 512-451-8145

E-mail: amonk@workquesttx.com

UOM: Line-Sch: **Line Description:** PCA: Class/Item: Quantity: **Unit Price: Extended Amt:** Due Date:

\$40,00000 San Antonio - 2 96-Gallon 30101 3.0000 FΑ \$120.00 1-1 962/27

> Bins for Document 05/22/2023 Destruction

Schedule Total \$120.00

**Contract ID:** ReqID: 0000012722 0000013373

One-Year Contract for Document Destruction Pickup Services for the San Antonio DMV Regional Service Center: One year of pickups with each pickup every 4 weeks equals 13 pickups.

Contract Term: June 2023 - May 2024

This request covers FY23, June 2023 - August 2023 PO#0000012722

For 2 96-Gallon Bins

Pickup Location: 15150 Nacogdoches Road, Suite 100, San Antonio, Texas 78247

San Antonio Contact: Seberina Palomarez

Line-Sch: Line Description: PCA: Class/Item: Quantity: UOM: **Unit Price: Extended Amt: Due Date:** 

30101 2-1 San Antonio - Document 963/79 3.0000 EΑ \$14.92000 \$44.76

**Destruction Fuel Charge** 

Schedule Total \$44.76

\$120.00

05/22/2023

Item Total for Line #1

Page: 2 of 2

**Contract ID:** RegID:

0000012722 0000013373

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Contract Term: June 2023 - May 2024

This request covers FY23, June 2023 - August 2023 PO#0000012722

For 2 96-Gallon Bins

Pickup Location: 15150 Nacogdoches Road, Suite 100, San Antonio, Texas 78247

\$44.76 Item Total for Line # 2

> **Total PO Amount** \$164.76

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** ichard Oballo

05/22/2023