



Texas Department of Motor Vehicles  
 Business Unit # 60800  
 Purchase Order # 0000013298  
 Purchase Order Change Notice (# 1)

**Payment Terms:** NET30    **Freight Terms:** FOB Destination    **Ship Via:** US MAIL    **PCC:** S    **PO Date:** 09/01/2023    **PO End Date:** 08/31/2024    **PO Method:** OM    **Dispatch:** Dispatch Via Email02/27/2024    **Rev Dt:**

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

**Vendor:** ANCHOR COMPUTER INC  
 1300 WALT WHITMAN RD  
 USA  
 MELVILLE NY 11747-3001  
 United States

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

**Ship To Attention:** Michelle Helen Bryant  
**Bill To:** 4000 Jackson Avenue  
 Austin TX 78731  
 United States

**Vendor ID:** 1112332132 2 000

**Purchaser:** Amanda Leigh Maxwell  
**Phone:** 512/465-1226  
**Fax:** 512/465-5641

**Bill To Fax:**

**Email:** Mandy.Maxwell@txdmv.gov

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

**PO Information:**

POCN# 1 by Mandy Maxwell 03/07/2024  
 Changed buyer from Jimmy Smartt to Amanda Maxwell  
 Added line two for FY24 months of First Renewal Option April 01, 2024 through August 31, 2024 (CANCELLED FOR ADMIN CHANGE)  
 Added line three for FY24 months of First Renewal Option April 01, 2024 through August 31, 2024  
 New PO will be issued for FY25 months of First Renewal Option September 01, 2024 through March 31, 2025

Initial term: February 01, 2023, through March 31, 2024 - PO No. 0000012217; 0000013298  
 First Renewal Option: April 01, 2024, through March 31, 2025 - PO 0000013298;  
 Second Renewal Option: April 01, 2025, through March 31, 2026  
 Third Renewal Option: April 01, 2026, through March 31, 2027  
 Fourth Renewal Option: April 01, 2027, through March 31, 2028

TxDMV, in its sole discretion, may extend any purchase order/Contract, in whole or in part, for up to twelve (12) months or for such time deemed necessary by TxDMV to transition to a new contract.

Price escalation shall be 3 percent per renewal option. As a result, contract pricing will be as follows:  
 Initial term: \$0.59 per 1,000 records processed  
 First renewal: \$0.608 per 1,000 records processed  
 Second renewal: \$0.626 per 1,000 records processed  
 Third renewal: \$0.645 per 1,000 records processed  
 Fourth renewal: \$0.664 per 1,000 records processed

This Contract is governed by the terms and conditions set forth in TxDMV RFO No. 608-23-920 National Change of Address Services.

**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, whichever is later.

Authorized Signature

03/07/2024



Texas Department of Motor Vehicles  
 Business Unit # 60800  
 Purchase Order # 0000013298  
 Purchase Order Change Notice (# 1)

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 current TxDMV Contract Affirmations and TxDMV Contract Terms and Conditions, unless modified by Supplemental Conditions approved and provided by TxDMV. These documents can be found at: <http://www.txdmv.gov/contractors-vendors>. For the avoidance of doubt, unless expressly stated otherwise in this Purchase Order or a TxDMV signature document, in the event of a conflict, ambiguity, or inconsistency between or among any Purchase Order documents, all TxDMV documents take precedence over the Contractors documents, if any.

TxDMV Contract Monitor:  
 Edward O'Mahony  
 edward.omahony@txdmv.gov  
 (512) 465-4020

TxDMV Point of Contact:  
 Jeff Armstrong  
 jeffrey.armstrong@txdmv.gov  
 (512) 465-1295

Vendor Contact:  
 Valerie Manzo  
 vmanzo@anchorcomputer.com  
 (631) 306-931

Line-Sch:	Line Description:	PCA:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
1-1	NCOA Mail Forwarding Data	31010	920/24	14750.000 0	EA	\$1.00000	\$14,750.00	09/01/2023
							<b>Schedule Total</b>	<input type="text" value="\$14,750.00"/>
<b>Contract ID:</b> 0000012217					<b>ReqID:</b> 0000013958			
Term: 09/01/2023 - 03/31/2024								
\$0.59 per 1,000 records processed.								
							<b>Item Total for Line # 1</b>	<input type="text" value="\$14,750.00"/>

Line-Sch:	Line Description:	PCA:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
2-1	NCOA Mail Forwarding Data	31010	920/24	1.0000	YR	\$14,750.00000	\$0.00	CANCEL
							<b>Schedule Total</b>	<input type="text" value="\$0.00"/>
							<b>Item Total for Line # 2</b>	<input type="text" value="\$0.00"/>

Authorized Signature

03/07/2024



Texas Department of Motor Vehicles  
Business Unit # 60800  
Purchase Order # 0000013298  
Purchase Order Change Notice (# 1)

Line-Sch:	Line Description:	PCA:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
3-1	NCOA Mail Forwarding Data	31010	920/24	14750.000 0	UNT	\$1.00000	\$14,750.00	03/07/2024
							<b>Schedule Total</b>	<input type="text" value="\$14,750.00"/>
<b>Contract ID:</b> 0000012217					<b>ReqID:</b> 0000014579			
First Renewal Term Service Term 04/01/2024 to 08/31/2024								
\$0.59 per 1,000 records processed.								
							<b>Item Total for Line # 3</b>	<input type="text" value="\$14,750.00"/>

**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

03/07/2024