



Texas Department of Motor Vehicles  
 Business Unit # 60800  
 Purchase Order # 0000014450

**Payment Terms:** NET30    **Freight Terms:** FOB Destination    **Ship Via:** US MAIL    **PCC:** D    **PO Date:** 06/01/2024    **PO End Date:** 05/31/2025    **PO Method:** DG    **Dispatch:** Dispatch Via Print    **Rev Dt:**

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

**Vendor:** BLACK BOOK NATIONAL AUTO RESEARCH DIVISI  
 HEARST BUSINESS MEDIA CORPORATION  
 PO BOX 404040  
 ATLANTA GA 30384-4040  
 United States

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

**Ship To Attention:** Andrew Ortegon  
**Bill To:** 4000 Jackson Avenue  
 Austin TX 78731  
 United States

**Vendor ID:** 1133047655 4 001

**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:**

Emergency One Year Extension

Counties use it to help them decide the sales tax amount on titles. They will open tickets if they dont have it. This would cause disruption to business operations if we do not extend for a year.

**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.

Note: Warrants will not be issued to a vendor without a current Texas Identification Number.  
 Special Payment Notes (Advance Payment, Payment Type, etc.)

**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. Enter any other special delivery requirements.

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.

Authorized Signature

05/31/2024



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The initial contract term will be for two (2) year from June 01, 2018 through May 31, 2020. TxDMV reserves the option to renew the term of the contract for up to two (2), two (2) year renewal terms provided both a need exist and both parties agree.

First Renewal Period: 6/1/2020 - 5/31/2022 PO 60800 0000005235

Second Renewal Period: 6/1/2022 - 8/31/2022 PO 60800 0000005235

9/1/2022 - 5/31/2023 PO 60800 0000011517

6/1/2023 - 5/31/2024 PO 60800 0000012701

Per RFO number: 608-18-5742

NOTE:  
 Model years and mileage TxDMV accepts these exceptions as noted in the RFP.

NOTE:  
 No exception to these requirement without prior written approval from TxDMV:  
 4.3.8.1 Web service values shall be updated weekly between 12:01 AM CST Sunday and 7:00 AM CST Monday of each calendar week.  
 4.3.8.2 Downloadable backup data values file shall be updated monthly and made available for download on the Wednesday before the first Sunday of each calendar month.

Term: 6/1/2024 - 5/31/2025

Quote Reference Email: Quote for Renewal

Technical Contact:  
 Jeffrey Armstrong  
 Email: Jeffrey.Armstrong@TxDMV.gov

Contract Monitor:  
 Andrew Ortegon  
 Phone: 512-465-1322  
 Email: Andrew.Ortegon@TxDMV.gov

Vendor Contact:  
 Ranier Mathis  
 Phone: 770-533-5241  
 Email: RMathis@blackbook.com

Line-Sch:	Line Description:	PCA:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
1-1	SPV Web Portal Subscription Service	31010	915/51	12.0000	MO	\$9,500.00000	\$114,000.00	05/31/2024

Term: 6/1/2024 - 5/31/2025

Schedule Total

Contract ID:  
0000005235

ReqID:  
0000015099

Item Total for Line # 1

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

05/31/2024



Authorized Signature

A handwritten signature in black ink, appearing to read "Diana H. G.", written over a horizontal line.

05/31/2024