



Texas Department of Motor Vehicles
 Business Unit # 60800
 Purchase Order # 0000015026

Payment Terms: NET30 **Freight Terms:** FOB Destination **Ship Via:** US MAIL **PCC:** 0 **PO Date:** 09/12/2024 **PO End Date:** 08/31/2025 **PO Method:** IA **Dispatch:** Dispatch Via Print **Rev Dt:**

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

Vendor: TEXAS STATE LIBRARY
 ATTN MICROGRAPHICS DEPT
 PO BOX 12927
 AUSTIN TX 787112927
 United States

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

Ship To Attention: Jennifer L Whittaker

Vendor ID: 3306306306 0 013

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:

Interagency Agreement Contract Act TX Gov Code, Title 7, Chapter 771
 SLRM Contract Number: 6-25-608
 TXDMV Contract Number: 608-24-306

TxDMV is responsible to retain certain types of physical and digital records for specific periods of time per statutory requirements. For this purpose, we have contracted with TSLAC to store these records as they are removed from the TxDMV physical location. If any of the stored records are required for some purpose in the future, TSLAC can locate, pull, and submit specific documents back to TxDMV if needed. This reduces storage requirements and document maintenance for records that can be stored with them, and saves TxDMV labor hours to keep track of them all.

Initial Term: 09/01/2024 to 08/31/2025

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.

Authorized Signature

Jason Adams, MS, CTCM, CTCO

09/12/2024



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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.

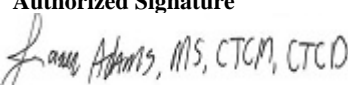
TxDMV Contract Monitor:
 Lena Roberts
 512-465-4074
 Lena.Roberts@txdmv.gov
 gco_general @txdmv.gov

TSLAC Contact:
 Zachary Bruton
 512-475-5151
 zbruton@tsl.texas.gov

Line-Sch:	Line Description:	PCA:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
1-1	Texas State Library & Archives Commission - 2025 TxDMV Document Storage and Management	30901	963/43	5000.0000	EA	\$1.00000	\$5,000.00	09/20/2024
							Schedule Total	<input type="text" value="\$5,000.00"/>
Contract ID: 0000015026					ReqID: 0000015732			
Term: 09/01/2024 to 08/31/2025							Item Total for Line # 1	<input type="text" value="\$5,000.00"/>
							Total PO Amount	<input type="text" value="\$5,000.00"/>

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

 Louis Adams, MS, CTCM, CTCO
 09/12/2024