



Texas Department of Motor Vehicles  
 Business Unit # 60800  
 Purchase Order # 0000015217

**Payment Terms:** NET30    **Freight Terms:** FOB Destination    **Ship Via:** US MAIL    **PCC:** S    **PO Date:** 10/28/2024    **PO End Date:** 08/31/2025    **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:** RR DONNELLEY  
 PO BOX 932721  
 CLEVELAND OH 44193-0015  
 United States

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

**Ship To Attention:** Elizabeth Renee Israel

**Vendor ID:** 1361004130 6 007

**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:**

Contract Documents and Order of Precedence.

The following documents are attached to this TxDMV Purchase Order ("Purchase Order", "Contract", or "Agreement"), incorporated into this Purchase Order by reference, and made a part of this Purchase Order for all purposes. In the event of a conflict, ambiguity, or inconsistency between or among the terms and conditions set forth in the documents that comprise this Purchase Order, the controlling document shall be this Purchase Order, then the remaining documents in the following list, in the order stated:

1. This Purchase Order
2. TxDMV Contract Affirmations (<https://www.txdmv.gov/contractors-vendors>);
3. Attachment I, General Insurance Requirements, to RFP No. 608-25-96636;
4. TxDMV Contract Terms and Conditions (<https://www.txdmv.gov/contractors-vendors>);
5. Contractor's completed and signed Attachment A, TxDMV Respondent's Preferences, Affirmations, and Solicitation Acceptance, to RFP No. 608-25-96636;
6. RFP No. 608-25-96636;
7. Contractor's completed Attachment D, Price Sheet, to RFP No. 608-25-96636;
8. Contractor's completed and signed Attachment F, HUB Subcontracting Plan Form, to RFP No. 608-25-96636;
9. Contractor's completed and signed Attachment H, Disclosure of Potential Conflicts of Interest Form, to RFP No. 608-25-96636; and
10. Contractor's entire Solicitation Response (including any amendments, and other documents appended or attached thereto), to RFP No. 608-25-96636.

Initial Term: November 01, 2024, to August 31, 2025.

- First Optional Renewal: September 01, 2025, to August 31, 2026.
- Second Option Renewal: September 01, 2026, to August 31, 2027.
- Third Option Renewal: September 01, 2027, to August 31, 2028.
- Fourth Option Renewal: September 01, 2028, to August 31, 2029.

**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

10/28/2024



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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.

Special delivery requirements:

Ship Orders to:

Xerox

Attn: Agustin Hernandez

9500 Metric Blvd., Suite 100 (Door E1)

Austin, TX. 78758

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. If this PO contains goods or services purchased from a DIR Cooperative Contract, the purchase is governed by the current TxDMV Supplemental Terms and Conditions with Affirmations for Purchases through the DIR Cooperative Contracts Program. 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:

Renee Israel

Renee.Israel@Txdmv.gov

512-465-1420

Vendor Contact:

Contact Name

Email address

Phone #

Authorized Signature

*James Adams, MS, CTCM, CTCO*

10/28/2024



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Line-Sch:	Line Description:	PCA:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
1-1	Truck Permit Stickers	30501	966/36	1200.0000	PKG	\$16.60000	\$19,920.00	10/28/2024
							<b>Schedule Total</b>	<input type="text" value="\$19,920.00"/>
<b>Contract ID:</b> 0000015217					<b>ReqID:</b> 0000015534			
Term: November 1, 2024 to August 31, 2025.								
							<b>Item Total for Line # 1</b>	<input type="text" value="\$19,920.00"/>
Line-Sch:	Line Description:	PCA:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
2-1	Initial set up fee and Fifty samples	30501	966/36	5000.0000	EA	\$1.00000	\$5,000.00	10/28/2024
							<b>Schedule Total</b>	<input type="text" value="\$5,000.00"/>
<b>Contract ID:</b> 0000015217					<b>ReqID:</b> 0000015534			
Term: November 1, 2024 to August 31, 2025.								
							<b>Item Total for Line # 2</b>	<input type="text" value="\$5,000.00"/>
							<b>Total PO Amount</b>	<input type="text" value="\$24,920.00"/>

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*  
 10/28/2024