



Texas Department of Motor Vehicles
 Business Unit # 60800
 Purchase Order # 0000015975
 Purchase Order Change Notice (# 1)

Payment Terms: NET30 **Freight Terms:** FOB Destination **Ship Via:** US MAIL **PCC:** 0 **PO Date:** 05/08/2025 **PO End Date:** 08/31/2025 **PO Method:** LS **Dispatch:** Dispatch Via Print **Rev Dt:** 05/13/2025
PLEASE NOTE: ADDITIONAL TERMS AND CONDITIONS MAY BE LISTED AT THE END OF THE PURCHASE ORDER.

Vendor: WHEATLAND DUNCANVILLE LLC
 544 E WHEATLAND RD
 DUNCANVILLE TX 75116-4831
 United States

Ship To: 1P50 - Duncanville RSC
 562 East Wheatland Road
 Duncanville TX 75116
 United States

Ship To Attention: Monica C Hernandez

Bill To: 4000 Jackson Avenue
 Austin TX 78731
 United States

Vendor ID: 1881595914 5 000

Purchaser: Matthew Terrell Windham
Phone: 512/465-5808
Fax: 512/465-5641

Bill To Fax:

Email: Matthew.Windham@txdmv.gov

Bill To Email: DMV_FIN-INVOICES@TxDMV.gov

PO Information:

POCN#1 Matthew Windham 05/12/2025
 Updated Line 1 quantity from 5 months to 4 months. Updated header comments to reflect new lease start and end dates. Per Lease Term Amendment for Lease #20764 dated 05/09/2025, the commencement date of this lease is amended to May 1, 2025 and the termination date is amended to April 30, 2035, with the term remaining at 120 months. All else remains unchanged.

This purchase order adds funds for the FY25 portion of State Lease #20764 Duncanville.

State Lease #20764 Duncanville

120 Month Lease Term: May 1, 2025 through April 30, 2035

- Months 1-4: May 1, 2025 through August 31, 2025 - PO #0000015975
- Months 5-16: September 1, 2025 through August 31, 2026
- Months 17-28: September 1, 2026 through August 31, 2027
- Months 29-40: September 1, 2027 through August 31, 2028
- Months 41-52: September 1, 2028 through August 31, 2029
- Months 53-64: September 1, 2029 through August 31, 2030
- Months 65-76: September 1, 2030 through August 31, 2031
- Months 77-88: September 1, 2031 through August 31, 2032
- Months 89-100: September 1, 2032 through August 31, 2033
- Months 101-112: September 1, 2033 through August 31, 2034
- Months 113-120: September 1, 2034 through April 30, 2035

This lease may be renewed one time for a period of up to 60 months.

The first eligible CPI rent adjustment for this lease will be May 1, 2026 based upon the percent change in the CPI from February 2025 and February 2026, using a base factor of 25%.

Lease Payments:
 TX Gov Code, Sec. 2167.002, Lease payments for district office space for certain agencies and programs.

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

Authorized Signature

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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 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:

Lori Burns
Lori.Burns@TxDMV.gov
(512) 465-4081

Alternate TxDMV Contact:

Monica Hernandez
Monica.Hernandez@TxDMV.gov
(512) 465-1261

Texas Facilities Commission Contact:

Amanda Brainard
amanda.brainard@tfc.texas.gov
(512) 463-3328

Lessor Contact:

Wheatland Duncanville, LLC
a Texas limited liability company
Attn: Monte Anderson, President
544 E. Wheatland Rd.
Duncanville, TX 75116
Tel: 972-283-1111
Email: monte@optionsre.com

Authorized Signature

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Line-Sch:	Line Description:	PCA:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
1-1	FY25 Funds for Lease #20764 Duncanville Regional Service Center	30101	971/45	4.0000	MO	\$22,366.85000	\$89,467.40	05/08/2025
							Schedule Total	\$89,467.40
Contract ID: 0000015975					ReqID: 0000016644			
Current Lease Period: Months 1-4: May 1, 2025 through August 31, 2025								
Overall Lease Period: May 1, 2025 through April 30, 2035 (120 months)								
Lease Location: Dallas South Regional Service Center Department of Motor Vehicles 562 East Wheatland Road Duncanville, TX 75116								
							Item Total for Line # 1	\$89,467.40

Total PO Amount \$89,467.40

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

Matthew Windham

05/13/2025