



**Texas Department of Motor Vehicles**  
**Business Unit # 60800**  
**Purchase Order # 0000001257**  
**Purchase Order Change Notice (# 3)**

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Payment Terms: **NET30** Freight Terms: **FOB Destination** Ship Via: **VNDR** PCC: **C** Date: **07/01/15** PO Method: **BC** Dispatch: **Dispatch Via Print** Rev Dt: **06/30/16**

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

**Vendor:** LONE STAR OVERNIGHT  
PO BOX 149225  
AUSTIN TX 787149225  
United States

**Ship To:**  
See Detail Below

**Vendor ID:** 1954601126 3

**Purchaser:** Rhonda Lee Gips  
**Phone:** 512/465-4199  
**Fax:** 512/465-5641  
**Email:** Rhonda.Gips@txdmv.gov

**Bill To:** 4000 Jackson Avenue  
Austin TX 78731  
United States

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

**PO Information:**

In accordance with CPA Term Contract 962-M1.

**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).

Each UNT (unit) is priced at \$1.00. UNT is a TxDMV internal system unit of measure. Vendor shall invoice at the price(s) for work authorized under the purchase order.

This purchase order may be renewed with the same terms and conditions as long as Contract 962-M1 remains in force, a need exists, and both parties agree.

This service will be used on an as-needed basis; TxDMV reserves the right to add line items.

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.

TxDMV Contact: Dawn McNabb - 512-465-1262 or Dawn.McNabb@TxDMV.gov

Vendor Contact: Chris Garbade - 800-800-8984 or cgarbade@lso.com

POCN #1 - 5/12/2016 - David Chambers

In accordance with request from FAS Budget, reduced PO quantity on Line 1

**Authorized Signature**

*Rhonda Gips, CFM*

**06/30/2016**



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From: 32,000  
To: 7,000  
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POCN 2 - 6/1/16

Added Line 2 then cancelled Line 2 to verify the dollar amount. rg

POCN 3 - 6/30/16

Added Line 3 for renewal option for FY 17. rg

Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
1- 1	Courier/delivery services (including air courier services), overnight, second- day and ground delivery services  Service Period: Sept. 1, 2015 - Aug. 31, 2016  Ship To: 1P00  4000 Jackson Avenue Austin TX 78731 United States	962/24	10404.0000	UNT	\$1.00	\$10,404.00	09/01/2015
						<b>Schedule Total</b>	<b>\$10,404.00</b>
<u>Contract ID:</u> 0000001257				<u>ReqID:</u> 0000001204			
						<b>Item Total for Line # 1</b>	<b>\$10,404.00</b>

**Authorized Signature**

*Rhonda Gips, CTM*

**06/30/2016**



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Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
2- 1	Courier/Delivery Services (including air courier services), overnight, second- day and ground delivery services  Service Period: Sept. 1, 2016 - Aug. 31, 2017  Ship To: 1P12  4000 Jackson Avenue Austin TX 78731 United States	962/24	7000.0000	UNT	\$1.00	\$0.00	CANCEL
						Schedule Total	\$0.00
						Item Total for Line # 2	\$0.00
3- 1	Courier/Delivery Services (including air courier services), overnight, second- day and ground delivery services  Service Period: Sept. 1, 2016 - Aug. 31, 2017  Ship To: 1P00  4000 Jackson Avenue Austin TX 78731 United States	962/24	7000.0000	UNT	\$1.00	\$7,000.00	09/01/2016
						Schedule Total	\$7,000.00
						ReqID: 0000002929	
						Item Total for Line # 3	\$7,000.00

Total PO Amount \$17,404.00

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.

Authorized Signature

Rhonda Lips, CFM

06/30/2016



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Texas Department of Motor Vehicles Standard Terms and Conditions can be found at: <http://www.txdmv.gov/contractors-vendors>

**Authorized Signature**

*Rhonda Gips, CTM*

**06/30/2016**