



**Texas Dept of Motor Vehicles**  
**Purchase Order # 60800 0000001701**

Page: 1 of 2

Payment Terms: **NET30** Freight Terms: **FOB Destination** Ship Via: **NA** PCC: **0** Date: **10/06/15** PO Method: **IA** Dispatch: **Dispatch Via Print** Rev Dt:

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

**Vendor:** THE UNIVERSITY OF TEXAS AT AUSTIN  
INSTITUTE FOR ORGANIZATIONAL EXCELLENCE  
1925 SAN JACINTO BLVD STOP D3500  
AUSTIN TX 787121405  
United States

**Ship To:** 1P12  
4000 Jackson Avenue  
Austin TX 78731  
United States

**Vendor ID:** 1746000203

**Purchaser:** Paula Ramsey  
**Phone:** 512/465-4193  
**Fax:** 512/465-5641  
**Email:** Paula.Ramsey@TxDMV.gov

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

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

**PO Information:**

Interagency Agreement Contract Act

TX Gov Code, Title 7, Chapter 771

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.

**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).

**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, which-ever is later.

Note: warrants will not be issued to a vendor without a current Texas Identification Number.

**Authorized Signature**

*Paula Ramsey, CTM, CTM*

**10/08/2015**



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Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
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1- 1	Survey of Employee Engagement (SEE) Interagency 11-30-2015 through 1-18-2016.	963/43	1.0000	LOT	2819.00000	2819.00	11/01/2015
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**Schedule Total** 2819.00

ReqID:  
0000001788

Online Employees Survey - platform is called the "Liaison Concierge".

**Performing Agency:**

University of Texas at Austin

Center for Social Work Research (CSWR)

Employer ID # 74-6000203 or TX VID #17460002037-309

Administration date is set for: 11/30/2015-01/18/2016

**Contact Information:**

Inst. For Organizational Excellence

Attn: Noel Landuyt

1925 San Jacinto Blvd D3500

Austin, TX 78713

(512) 471-9831 fax (512) 233-2859

nlanduyt@austin.utexas.edu

**Service Description:**

The Performing Agency will survey the perceptions of employees regarding the organizations work environment and provide statistical analysis from the Survey of Employee Engagement. Data include: summary of responses for each item (mean, standard deviation, and frequency counts), summary of the entire organization and preset organizational categories, summary of respondent demographic data, display of comparative benchmarks, summarize items into construct areas, and both hardcopy and electronic data reports.

**Item Total for Line # 1** 2819.00

**Total PO Amount** 2819.00

All Shipments, Shipping papers, invoices and correspondence must be identified with our Purchase Order Number. Overshipments will not be accepted unless authorized by Buyer prior to Shipment.

**Terms and Conditions:**

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

**Authorized Signature**

*Paula Ramsey, CTM, CTM*

**10/08/2015**