



**Texas Department of Motor Vehicles**  
**Business Unit # 60800**  
**Purchase Order # 0000002675**

Page: 1 of 2

Payment Terms: **NET30** Freight Terms: **FOB Destination** Ship Via: **VNDR** PCC: **E** Date: **06/07/16** PO Method: **DG** Dispatch: **Dispatch** Rev Dt: **Via Email**

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

**Vendor:** TEXAS CONTRACT CONSTRUCTION INC  
9032 SWEETWATER LN  
HOUSTON TX 77037-2111  
United States

**Ship To:** 1P16 - Houston Region  
2110 E. Governors Circle  
Houston TX 77092  
United States

**Vendor ID:** 1741886482 7

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

**Purchaser:** Jeffrey S Kushaney  
**Phone:** 512/465-4181  
**Fax:** 512/465-5641  
**Email:** Jeff.Kushaney@txdmv.gov

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

**PO Information:**

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, which-ever is later.

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

**Authorized Signature**

*Jeffrey S. Kushaney, CTP*

**06/07/2016**



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Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
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1- 1	Furnish and Install Four (4) Each Thermostat Lock Boxes Term of Service: June 8, 2016 - June 30, 2016	910/52	1.0000	LOT	\$480.00	\$480.00	06/30/2016
						<b>Schedule Total</b>	<input type="text" value="\$480.00"/>
						<b>ReqID:</b> 0000002984	
Install lock boxes at the following locations:							
Unit #1 - Office near break room							
Unit #2 - Near Charlotte Kirk's Office							
Unit #5 - Cubicle							
Unit #6 - Near copy room							
						<b>Item Total for Line # 1</b>	<input type="text" value="\$480.00"/>

**Total PO Amount**

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**

*J. Kushaney, CTP*

**06/07/2016**



TEXAS  
CONTRACT  
CONSTRUCTION  
INC.



*Your Connection For  
Construction & Maintenance*

Date: May 24, 2016

To: Texas Department of Motor Vehicles  
Ms. Charlotte Kirk

From: Texas Contract Construction, Inc.  
Loretta Marian

Reference: Thermostat Lock Boxes

Dear Ms. Kirk;

Texas Contract Construction, Inc. is pleased to present this pricing for your use and consideration.

Furnish and install 4 each lock boxes on thermostats. Boxes to go at Unit #1 – office near break room, Unit #2 – near Charlotte's office, Unit #5 – cubicle and Unit #6 – near copy room.

Subtotal	\$480.00
Tax	\$ 0.00 – Tax Exempt (Provide Certificate)
Total	\$480.00

Accepted by: \_\_\_\_\_

Date: \_\_\_\_\_

Upon acceptance please sign and send back.

Should you have any questions please do not hesitate to call.

Sincerely,

Texas Contract Construction, Inc.

Loretta Marian  
President