



**Texas Department of Motor Vehicles
Business Unit # 60800
Purchase Order # 0000002780**

Payment Terms: **NET30** Freight Terms: **FOB Destination** Ship Via: **NA** PCC: **I** Date: **07/11/16** 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: TIBH INDUSTRIES INC
1011 E 53rd St
AUSTIN TX 78751
United States

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

Vendor ID: 1741976051 1

Bill To: 4000 Jackson Avenue
Austin TX 78731
United States

Purchaser: Douglas A Leach
Phone: 512/465-4180
Fax: 512/465-5641
Email: Douglas.Leach@txdmv.gov

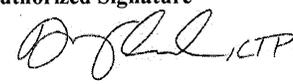
Fax:
Email: DMV_FIN-INVOICES@TxDMV.gov

PO Information:
NON-COMPLIANT PROCUREMENT

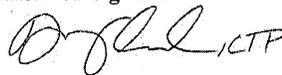
Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
1- 1	Temporary Personnel - Non-compliant hours for work performed 06/06/2016 through 06/09/2016.	962/69	27.5000	HR	\$52.11	\$1,433.03	07/11/2016
						Schedule Total	<input type="text" value="\$1,433.03"/>
				ReqID:			
				0000003103			
						Item Total for Line # 1	<input type="text" value="\$1,433.03"/>
						Total PO Amount	<input type="text" value="\$1,433.03"/>

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

07/12/2016

Authorized Signature

 ICTP

07/12/2016



Texas Department of Motor Vehicles
Requisition

Page: 1 of 1
Run Date: 7/11/2016
Run Time: 01:32:22 PM
Report ID: TXCPO002X

Business Unit 60800 Origin EPM Requestor Bonnie Foster BCM Status Valid
Requisition ID 0000003103 Status Approved Requestor Phone Req Approval Date 07/08/2016
Requisition Date 06/22/2016 Description Anu Rejendran hours

HEADER COMMENTS:

These hours are Non-Compliant, she was brought in before the PO was done.
Paula will attaché the Non Compliant memo.

PO# 00000 2760

Line	Description	UOM	Qty	Price	Amount	Line Status
1	Temporary Personnel	HR	27.5	52.11	1,433.03	Approved

Vendor ID	Vendor Loc	Vendor Name	Class	Item	Buyer
			962		Douglas Leach

Schedule 1 Schedule Amount 1,433.03

Dist Ln	Account	Fund	Dept ID	Program	PCA	Appn. Yr.	Agy CF1	Agy CF2	Amount	Location
1	727500	0006	950003		54116	2016			1,433.03	Enterprise Project Mgmt Off

Line Nbr	Comments
1	

Total Requisition: \$1,433.03

FOR PURCHASING USE ONLY

Are Goods/Services available from:

State Surplus Yes/No
CCG Yes/No
TIBH Yes/No
TCI Yes/No
Term Yes/No
DIR Yes/No

Justification to why Goods/Services were not purchased from available source (if applicable)

Non-compliant



MEMORANDUM

To: Whitney Brewster
Executive Director

DATE: July 5, 2016

From: Eric Obermier 
Chief Information Officer

Through: David Chambers, Director 
Purchasing Section

Subject: **Non-Compliant Procurement Approval Request**

Purpose: To obtain approval to process non-compliant procurement and issue payment.

Item(s) or Service Provided by Vendor: Contract tester for LACE project payment for hours worked June 6 – June 9, 2016

Procurement Cost: \$1,433.03
(Purchase request must be submitted in addition to this memorandum)

User and Division: Texas Department of Motor Vehicles (TxDMV) Information Technology Services Division (ITSD).

Need/Explanation: ITSD mistook an email from the Enterprise Project Management Office as hiring approval. ITSD staff then inadvertently violated the procurement rules and contacted the vendor to set up a start date for the resource. Contractor started work on Monday, June 6, 2016. Thursday, June 9, 2016 ITSD received notice that there was no purchase order completed. The contractor was immediately directed to stop work and leave the site. The purchase order was completed on June 9, 2016. The contractor returned to work under the purchase order start date of June 10th. Vendor needs payment for the June hours worked.

Vendor: Peak Performers

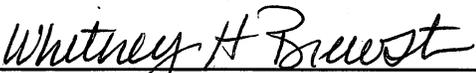
Reason for Non-Compliant Procurement: Active purchase order not in place for period above to cover the hours worked by the contractor.

Corrective Action(s) to Prevent Future Occurrence(s): Follow established procurement procedures and have better communication with all parties involved in the procurement process. Request purchase order confirmation from the EPMO office.

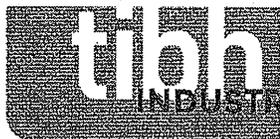
Issuance of non-compliant purchase order and payment is:

APPROVED

DENIED


Whitney Brewster, Executive Director
Texas Department of Motor Vehicles

Date: 07-05-16



1011 East 53 1/2 Street
Austin, TX 78751

Jobs for People with Disabilities

P: 512-451-8145
F: 512-451-0824

TEMPORARY SERVICE INVOICE

TINV0094044	
Invoice Date:	7/5/2016
Customer No:	T060800000
TIBH Vendor ID No:	1-74-197-6051-1
Mail Code No:	202

TEXAS DEPARTMENT OF MOTOR VEHICLES
4000 JACKSON AVE BLDG 1
AUSTIN, TX 78731

TEXAS DEPARTMENT OF MOTOR VEHICLES
4000 JACKSON AVE BLDG 1
AUSTIN, TX 78731

BILL TO

SHIP TO

Page 1/1

Order	Order Date	Customer PO Number	Requisition Number	Terms	
TORD0003664	6/30/2016	60800-0000002681		NET 30	
Item Number	Employee Name	Week Ending	Total Hours	Bill Rate	Ext. Amount
Position Description					

TIBH Internal Ref#: PK17421428A

TDIRM14-9626907LP	ANU AMBIKA RAJENDRAN	6/12/2016	27.50	\$52.11	\$1,433.03
SOFTWARE TEST ANALYST I - LEGACY					
NON-COMPLIANT PO - DATES WORKED 6-6-16 THRU 6-9-16					



Payment should be remitted to TIBH Industries, Inc. within 30 days of this invoice date.

Please call and ask for the Temporary Billing Department for questions on this invoice.

Prepared By:
LI

THANKS FOR YOUR SUPPORT!

Subtotal	\$1,433.03
Misc	-0-
Invoice Total	\$1,433.03

Clock In/Out Report - [6/12/2016] - Texas Department of Motor Vehicles - IT

Ambika Rajendran, Anu		0588T,				Approved by Bonnie Davidson			
	MON 6/6	TUE 6/7	WED 6/8	THU 6/9	FRI 6/10	SAT 6/11	SUN 6/12	Total	
Clock In	9:00 AM	8:30 AM	8:30 AM	8:30 AM	8:30 AM				
Lunch Out	12:30 PM	12:00 PM	12:30 PM		12:00 PM				
Lunch In	1:00 PM	12:30 PM	1:00 PM		12:30 PM				
Clock Out	5:00 PM	5:00 PM	5:00 PM	12:30 PM	5:00 PM				
Total	7.5	8	8	4	8	0	0	26.50	

27.50