



Texas Department of Motor Vehicles
Business Unit # 60800
Purchase Order # 0000003131
Purchase Order Change Notice (# 4)

Page: 1 of 3

Payment Terms: **NET30** Freight Terms: **FOB Destination** Ship Via: **NA** PCC: **0** Date: **09/28/16** PO Method: **DG** Dispatch: **Dispatch Via Print** Rev Dt: **08/29/17**

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

Vendor: PITNEY BOWES
PO BOX 223648
PITTSBURGH PA 15250-0001
United States

Ship To: 1P23 - Veh Titles and Reg
4000 Jackson Avenue
Austin TX 78731
United States

Vendor ID: 1841386389 7

Bill To: 4000 Jackson Avenue
Austin TX 78731
United States

Purchaser: Paula A Ramsey
Phone: 512/465-4193
Fax: 512/465-5641
Email: Paula.Ramsey@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.

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).

TxDMV Contact: Danna Reeves at Danna.Reeves@TxDMV.gov 512-465-4053

To request postage, Divisions will process a receipt in CAPPS against the appropriate purchase order for the amount needed.
The Division will then e-mail the following information to: Zz - Resource - DMV_FIN-INVOICES DMV_FIN-INVOICES@txdmv.gov:
CAPPS PO number and Receipt Number;
Applicable Postage meter and/or permit account balance report;
Payment Deadline
If a warrant is required whom to contact to pick up warrant.

Divisions will then follow standard procedures to replenish postage accounts.

NOTE: Divisions should monitor postage accounts to ensure that excessive funds are not deposited or held in outside postage accounts. Standard funding should provide for no more than 3 months of funding being held in an outside account.

Postage - General Appropriations Act

TX Gov Code, Title 10, Subtitle C, Chapter 2113, Sec. 2113.103

POCN# 1 PAR 10-4-2016
Adding postage for the Regional Service Center meters.

POCN# 2 PAR 5-31-2017
Adding funding for mid-year postage needs for the agency.

POCN# 3 PAR 6-6-2017
Changed the quantity to 2 quarters to make two separate payments.

Authorized Signature

Paula Ramsey, CTM, CTPM

08/29/2017



Texas Department of Motor Vehicles
Business Unit # 60800
Purchase Order # 0000003131
Purchase Order Change Notice (# 4)

Page: 2 of 3

POCN# 4 PAR 8-29-2017
Adding funding for additional postage needs for the agency.

Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
1- 1	Postage services for meter at XEROX/ADC for the period of 10-01-2016 through 08-31-2017. Account# 50927102.	963/57	4.0000	QTR	\$2,103,250.00000	\$8,413,000.00	10/01/2016
						Schedule Total	\$8,413,000.00
						ReqID: 0000003584	
						Item Total for Line # 1	\$8,413,000.00
2- 1	Regional Services postage for the period of award through 08-31-2017 Account #49120264	963/57	4.0000	QTR	\$51,250.00000	\$205,000.00	10/04/2016
						Schedule Total	\$205,000.00
						ReqID: 0000003584	
						Item Total for Line # 2	\$205,000.00

Authorized Signature

Paula Ramsey, CTM, CTPM

08/29/2017



Texas Department of Motor Vehicles
Business Unit # 60800
Purchase Order # 0000003131
Purchase Order Change Notice (# 4)

Page: 3 of 3

Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
3- 1	Postage services for meter at XEROX/ADC for the period of 5-31-2017 through 08-31-2017. Account# 50927102. FY17 Mid-year VTR Postage funding increase.	963/57	2.0000	QTR	\$2,300,000.00000	\$4,600,000.00	05/31/2017
						Schedule Total	\$4,600,000.00
						<u>ReqID:</u> 0000004689	
						Item Total for Line # 3	\$4,600,000.00
4- 1	FY2017 End-of-Year VTR Postage Additional Funding through 8-31-2017. Account# 50927102.	963/57	1.0000	QTR	\$898,000.00000	\$898,000.00	08/29/2017
						Schedule Total	\$898,000.00
						<u>ReqID:</u> 0000005078	
						Item Total for Line # 4	\$898,000.00
						Total PO Amount	\$14,116,000.00

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.

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

Authorized Signature

Paula Ramsey, CTEM, CTPM

08/29/2017