



Texas Department of Motor Vehicles  
 Business Unit # 60800  
 Purchase Order # 0000014660  
 Purchase Order Change Notice (# 1)

**Payment Terms:** NET30    **Freight Terms:** FOB Destination    **Ship Via:** US MAIL    **PCC:** S    **PO Date:** 07/25/2024    **PO End Date:** 08/31/2025    **PO Method:** SU    **Dispatch:** Dispatch Via Email    **Rev Dt:** 09/09/2024  
**PLEASE NOTE: ADDITIONAL TERMS AND CONDITIONS MAY BE LISTED AT THE END OF THE PURCHASE ORDER.**

**Vendor:** THOMSON REUTERS - WEST  
 PAYMENT CENTER  
 PO BOX 6292  
 CAROL STREAM IL 601976292  
 United States

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

**Ship To Attention:** Jennifer L Whittaker

**Vendor ID:** 1411426973 2 001

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

**Purchaser:** Amanda Leigh Maxwell  
**Phone:** 512/465-1226  
**Fax:** 512/465-5641

**Bill To Fax:**

**Email:** Mandy.Maxwell@txdmv.gov

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

**PO Information:**

FY25 renewal of PO 0000013000

POCN# 1 by Mandy Maxwell 09/10/2024  
 Reduced lines 1-3 to 10 months for the 3% increases going into effect November 1, 2024  
 Added lines 6-8 for the balance of 2 months at the original rates.  
 All other information remains the same.

This procurement is governed by the terms and conditions in DIR Contract Number DIR-LGL-CALIR-02.

**Term:**  
 09/01/2022 through 08/31/2023 PO # 0000011605  
 09/01/2023 through 08/31/2024 PO # 0000013000  
 09/01/2024 through 08/31/2025 PO # 0000014660  
 09/01/2025 through 08/31/2026  
 09/01/2026 through 08/31/2027

Each subsequent renewal shall be limited to a 3% increase.

TxDmv Account Number: 1004111787

**Change Orders:**

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.

**Authorized Signature**

09/10/2024



Texas Department of Motor Vehicles  
 Business Unit # 60800  
 Purchase Order # 0000014660  
 Purchase Order Change Notice (# 1)

**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).

**Delivery:**

Delivery of goods shall be in accordance with the delivery requirements of this purchase order, any underlying or associated contract for the goods being purchased and any other requirements set for by TxDMV or state law. Upon delivery, the bill of lading shall include at a minimum the following information: TxDMV Division and Contact Name, TxDMV Purchase Order number, Delivery Address, Vendor contact information and return address. If the vendor has an updated delivery schedule or more accurate delivery date, the vendor shall notify the TxDMV contact immediately.

Additionally, this Purchase Order is governed by the current TxDMV Contract Affirmations and TxDMV Contract Terms and Conditions, unless modified by Supplemental Conditions approved and provided by TxDMV. These documents can be found at: <http://www.txdmv.gov/contractors-vendors>. For the avoidance of doubt, unless expressly stated otherwise in this Purchase Order or a TxDMV signature document, in the event of a conflict, ambiguity, or inconsistency between or among any Purchase Order documents, all TxDMV documents take precedence over the Contractor's documents, if any.

**TxDMV Contracts:**

OGC: Jennifer Whittaker  
 Email: Jennifer.Whittaker@TxDMV  
 Phone: (512) 465-1386

MVD: Angela Gonzales  
 Email: Angela.Gonzales@TxDMV.gov  
 Phone: (512) 465-4229

ENF: Stacey Cullen  
 Email: Stacey.Cullen@TxDMV.gov  
 Phone: (512) 465-4164

Vendor Contact: Jane Pope  
 Email: jane.pope@thomsonreuters.com  
 Phone: (269) 330-9892

Line-Sch:	Line Description:	PCA:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
1-1	FY 2025 - ENF Thomson Reuters Westlaw Edge Legal Research Renewal	30801	956/58	10.0000	MO	\$1,439.77000	\$14,397.70	07/31/2024
							<b>Schedule Total</b>	<b>\$14,397.70</b>
<b>Contract ID:</b> 0000011605					<b>ReqID:</b> 0000015343			

ENF has a total of four (4) attorneys in their division using this service for FY2025. See FY 2024 PO 0000013000 POCN 1, for reference. Contract: DIR-LGL-CALIR-02  
 TxDMV Account Number: 1004111787  
 ENF Contact Stacey Cullen - Email: Stacey.Cullen@txdmv.gov; Phone: 512-465-4164 Westlaw Contacts - Randy Lysdale (Client Executive) - EMAIL: Randy.Lysdale@thomsonreuters.com  
 Jeanette Alford (Legal Technology Consultant) - EMAIL: Jeanette.Alford@thomsonreuters.com

Term: 11/01/2024 - 08/31/2025

**Item Total for Line # 1** **\$14,397.70**

Authorized Signature

09/10/2024



Texas Department of Motor Vehicles  
 Business Unit # 60800  
 Purchase Order # 0000014660  
 Purchase Order Change Notice (# 1)

Line-Sch:	Line Description:	PCA:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
2-1	FY 2025 - MVD Thomson Reuters Westlaw Edge Legal Research Renewal	30202	956/58	10.0000	MO	\$359.95000	\$3,599.50	07/31/2024
							<b>Schedule Total</b>	<input type="text" value="\$3,599.50"/>
<b>Contract ID:</b> 0000011605					<b>ReqID:</b> 0000015343			
<p>MVD has a total of one (1) attorney in their division using this service for FY2025.            See FY 2024 PO 0000013000 POCN 1 for reference. Contract: DIR-LGL-CALIR-02            TxDMV Account Number: 1004111787            MVD Contact Angela Gonzalez -Email: Angela.Gonzalez@txdmv.gov; Phone: 512-465-4229 Westlaw Contacts -            Randy Lysdale (Client Executive) - EMAIL: Randy.Lysdale@thomsonreuters.com            Jeanette Alford (Legal Technology Consultant) - EMAIL: Jeanette.Alford@thomsonreuters.com</p>								
Term: 11/01/2024 - 08/31/2025								
							<b>Item Total for Line # 2</b>	<input type="text" value="\$3,599.50"/>
Line-Sch:	Line Description:	PCA:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
3-1	FY 2025 - OGC Thomson Reuters Westlaw Edge Legal Research Renewal	30901	956/58	10.0000	MO	\$3,959.37000	\$39,593.70	07/31/2024
							<b>Schedule Total</b>	<input type="text" value="\$39,593.70"/>
<b>Contract ID:</b> 0000011605					<b>ReqID:</b> 0000015343			
<p>OGC has eleven (11) attorneys using the Westlaw service for the FY2025 year.            See FY 2024 PO 0000013000 POCN 1 for reference. Contract: DIR-LGL-CALIR-02            TxDMV Account Number: 1004111787            OGC Contact Jennifer Whittaker- Email: Jennifer.Whittaker@txdmv.gov; Phone: 512-465-1386 Westlaw Contacts -            Randy Lysdale (Client Executive) - EMAIL: Randy.Lysdale@thomsonreuters.com            Jeanette Alford (Legal Technology Consultant) - EMAIL: Jeanette.Alford@thomsonreuters.com</p>								
Term: 11/01/2024 - 08/31/2025								
							<b>Item Total for Line # 3</b>	<input type="text" value="\$39,593.70"/>
Line-Sch:	Line Description:	PCA:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
4-1	FY2025 ENF Ancillary Charges	30801	956/58	200.0000	EA	\$1.00000	\$200.00	07/31/2024
							<b>Schedule Total</b>	<input type="text" value="\$200.00"/>
<b>Contract ID:</b> 0000011605					<b>ReqID:</b> 0000015343			
<p>To cover any additional costs incurred by an ENF attorney or staff for any services outside of the normal contract during FY25.</p>								
							<b>Item Total for Line # 4</b>	<input type="text" value="\$200.00"/>

Authorized Signature

*Randy Lysdale, CTED/CTM*

09/10/2024

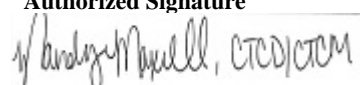


Texas Department of Motor Vehicles  
 Business Unit # 60800  
 Purchase Order # 0000014660  
 Purchase Order Change Notice (# 1)

Line-Sch:	Line Description:	PCA:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:	
5-1	FY2025 OGC Ancillary Charges	30901	956/58	500.0000	EA	\$1.00000	\$500.00	07/31/2024	
							<b>Schedule Total</b>	\$500.00	
<b>Contract ID:</b> 0000011605					<b>ReqID:</b> 0000015343				
To cover any additional costs incurred by an OGC attorney or staff for any services outside of the normal contract during FY25.								<b>Item Total for Line # 5</b>	\$500.00

Line-Sch:	Line Description:	PCA:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:	
6-1	FY 2025 - ENF Thomson Reuters Westlaw Edge Legal Research Renewal	30801	956/58	2.0000	MO	\$1,408.03000	\$2,816.06	09/09/2024	
							<b>Schedule Total</b>	\$2,816.06	
					<b>ReqID:</b> 0000015343				
ENF has a total of four (4) attorneys in their division using this service for FY2025. See FY 2024 PO 0000013000 POCN 1, for reference. Contract: DIR-LGL-CALIR-02 TxDMV Account Number: 1004111787 ENF Contact Stacey Cullen - Email: Stacey.Cullen@txdmv.gov; Phone: 512-465-4164 Westlaw Contacts - Randy Lysdale (Client Executive) - EMAIL: Randy.Lysdale@thomsonreuters.com Jeanette Alford (Legal Technology Consultant) - EMAIL: Jeanette.Alford@thomsonreuters.com								<b>Item Total for Line # 6</b>	\$2,816.06
Term: 09/01/2024 - 10/31/2024									

Line-Sch:	Line Description:	PCA:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:	
7-1	FY 2025 - MVD Thomson Reuters Westlaw Edge Legal Research Renewal	30202	956/58	2.0000	MO	\$331.62000	\$663.24	09/09/2024	
							<b>Schedule Total</b>	\$663.24	
					<b>ReqID:</b> 0000015343				
MVD has a total of one (1) attorney in their division using this service for FY2025. See FY 2024 PO 0000013000 POCN 1 for reference. Contract: DIR-LGL-CALIR-02 TxDMV Account Number: 1004111787 MVD Contact Angela Gonzalez -Email: Angela.Gonzalez@txdmv.gov; Phone: 512-465-4229 Westlaw Contacts - Randy Lysdale (Client Executive) - EMAIL: Randy.Lysdale@thomsonreuters.com Jeanette Alford (Legal Technology Consultant) - EMAIL: Jeanette.Alford@thomsonreuters.com								<b>Item Total for Line # 7</b>	\$663.24
Term: 09/01/2024 - 10/31/2024									

Authorized Signature  
  
 09/10/2024



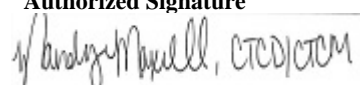
Texas Department of Motor Vehicles  
 Business Unit # 60800  
 Purchase Order # 0000014660  
 Purchase Order Change Notice (# 1)

Line-Sch:	Line Description:	PCA:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
8-1	FY 2025 - OGC Thomson Reuters Westlaw Edge Legal Research Renewal	30901	956/58	2.0000	MO	\$3,851.70000	\$7,703.40	09/09/2024
							<b>Schedule Total</b>	<input type="text" value="\$7,703.40"/>
					<b>ReqID:</b> 0000015343			
<p>OGC has eleven (11) attorneys using the Westlaw service for the FY2025 year.          See FY 2024 PO 0000013000 POCN 1 for reference. Contract: DIR-LGL-CALIR-02          TxDMV Account Number: 1004111787          OGC Contact Jennifer Whittaker- Email: Jennifer.Whittaker@txdmv.gov; Phone: 512-465-1386 Westlaw Contacts -          Randy Lysdale (Client Executive) - EMAIL: Randy.Lysdale@thomsonreuters.com          Jeanette Alford (Legal Technology Consultant) - EMAIL: Jeanette.Alford@thomsonreuters.com</p>								
Term: 09/01/2024 - 10/31/2024								
							<b>Item Total for Line # 8</b>	<input type="text" value="\$7,703.40"/>

**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**  
  
 Randy Lysdale, CTED/CTOM  
 09/10/2024