



Texas Department of Motor Vehicles
 Business Unit # 60800
 Purchase Order # 0000014931
 Purchase Order Change Notice (# 1)

Payment Terms: NET30 **Freight Terms:** FOB Destination **Ship Via:** US MAIL **PCC:** 0 **PO Date:** 08/27/2024 **PO End Date:** 08/31/2025 **PO Method:** DG **Dispatch:** Dispatch Via Print **Rev Dt:** 08/27/2024
PLEASE NOTE: ADDITIONAL TERMS AND CONDITIONS MAY BE LISTED AT THE END OF THE PURCHASE ORDER.

Vendor: WORKQUEST
 1011 E 53rd St
 AUSTIN TX 78751
 United States

Ship To: 1P22 - San Antonio Region
 15150 Nacogdoches Rd., Ste. 100
 San Antonio TX 78247
 United States

Ship To Attention: Lori L Burns

Vendor ID: 1741976051 1 200

Bill To: 4000 Jackson Avenue
 Austin TX 78731
 United States

Purchaser: Jason K Adams
Phone: 512/465-4181
Fax: 512/465-5641

Bill To Fax:

Email: jason.adams@txdmv.gov

Bill To Email: DMV_FIN-INVOICES@TxDMV.gov

PO Information:

Human Resources Code, Title 8, Chapter 122, Section 122.001 and Texas Government Code, Title 10, Chapter 2155, Sections 2155.138 and 2155.441

Contract Details: 962-S1

Term: 09/01/2024 to 08/31/2025

For 2 96-Gallon Bins
 Pickup Location: 15150 Nacogdoches Road, Suite 100, San Antonio, Texas 78247
 One year of pickups with each pickup every 4 weeks equals 13 pickups.

Vendor Estimate: #15555

POCN #1 - 08/27/2024 JKA
 Adding Contract Number to the PO.

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.
 Special Payment Notes (Advance Payment, Payment Type, etc.)

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:

Authorized Signature

08/27/2024



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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. Enter any other special delivery requirements.

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 Contractors documents, if any.

TxDMV San Antonio DMV Regional Contact:
 210-731-2151
 Seberina Palomarez
 seberina.palomarez@txdmv.gov

TxDMV Contract Monitor:
 Lori Burns
 lori.burns@txdmv.gov

WorkQuest Marketing Region:
 Henry Hernandez, Region VI, Regional Marketing Manager
 5503 Grissom Road, Suite 103, San Antonio, TX 78238
 Phone: 210-521-3742, Fax: 210-521-7108
 E-mail: hhernandez@workquest.com

WorkQuest Marketing Region:
 Arjelia Bermea, Administrative Assistant
 5503 Grissom Road, #103, San Antonio, TX 78238
 Phone: 210-521-3742, Fax: 210-521-7108
 E-mail: abermea@workquest.com

WorkQuest Product Region:
 Robert Olivo, Regional Marketing Manager (WorkQuest Central Store Central/South Texas Region)
 1130 Rutherford Lane, Bldg. 1, Suite 190, Austin, TX 78753
 Phone: 512-834-8242, Fax: 512-832-8560
 E-mail: robertolivo@workquest.com

Subcontractor Information:
 WorkQuest - Austin Task, Inc. (ATI) - Austin and Houston
 Contact: Brian O'Conner
 512-389-3333
 Email: texas@austintask.com

Line-Sch:	Line Description:	PCA:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
1-1	San Antonio - two 96-Gallon Bins	30101	962/79	13.0000	EA	\$50.00000	\$650.00	08/27/2024
							Schedule Total	<input type="text" value="\$650.00"/>
Contract ID: 0000013170					ReqID: 0000015552			
Term: 09/01/2024 to 08/31/2025							Item Total for Line # 1	<input type="text" value="\$650.00"/>
							Total PO Amount	<input type="text" value="\$650.00"/>

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.

Authorized Signature

Louis Adams, MS, CTCM, CTCO

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

Authorized Signature

James Adams, MS, CTCM, CTCO

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