



Texas Department of Motor Vehicles
 Business Unit # 60800
 Purchase Order # 0000014996

Payment Terms: NET30 **Freight Terms:** FOB Destination **Ship Via:** US MAIL **PCC:** 0 **PO Date:** 09/06/2024 **PO End Date:** 09/30/2024 **PO Method:** IA **Dispatch:** Dispatch Via Email **Rev Dt:**

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

Vendor: UNIVERSITY OF TEXAS AT AUSTIN
 PO BOX 7246
 AUSTIN TX 78713-7246
 United States

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

Ship To Attention: Claudia J Mojica Leal

Bill To: 4000 Jackson Avenue
 Austin TX 78731
 United States

Vendor ID: 3721721721 7 204

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:

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.

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.

Employee Training Act:

The training or education must be related to the duties or prospective duties of the administrator or employee. Texas Government Code, Title 6, Subtitle C, Chapter 656, Subchapter A, Sec. 656.041.

Authorized Signature

09/06/2024



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Interagency Agreement Contract Act TX Gov Code, Title 7, Chapter 771

Statement of Work (240809)

Vendor Contact: Pamela Foster Brady, Director,
 Governor's Center for Management Development
 LBJ School of Public Affairs
 The University of Texas at Austin
 2315 Red River, MC# E2700, Austin, Texas 78712
 Phone: (512) 475-8100
 Fax: (512) 475-8111
 gcmd@austin.utexas.edu
 https://lbj.utexas.edu/gcmd

TxDMV Contact: Claudia Leal
 Executive Office
 Phone: 512/374-5396
 Email: claudia.leal1@txdmv.gov

Line-Sch:	Line Description:	PCA:	Class/Item:	Quantity:	UOM:	Unit Price:	Extended Amt:	Due Date:
1-1	Executive Support Staff Workshop Facilitator for September 26-27, 2024	30901	924/41	1.0000	EA	\$9,500.00000	\$9,500.00	09/06/2024
							Schedule Total	<input type="text" value="\$9,500.00"/>
Contract ID: 0000014996					ReqID: 0000015620			

Workshop Attendees (17)
 Ana Salinas, Motor Carrier Division
 Angela Gonzalez, Motor Vehicle Division
 Annette Smelser, Vehicle Titles and Registration Division
 Cassandra Flint, Motor Vehicle Crime Prevention Authority
 Claudia Leal, Executive Office
 Denyse Dauphinais, Office of Administrative Hearings
 Gerri Ries, Consumer Relations Division
 Jackie Duckworth, Vehicle Titles and Registration Division
 Jennifer Whittaker, Office of General Counsel
 Mari Henson, Government and Strategic Communications Division
 Monica Hernandez, Finance and Operations Division, and Internal Audit Division
 Regina Ygnacio, Finance and Operations Division
 Sue Russell, Human Resources Division
 Stacey Cullen, Enforcement Division
 Stacy Steenken, Executive Office
 Virginia Pickering, Information Technology Services Division
 Yessenia Benavides, Motor Vehicle Crime Prevention Authority

Item Total for Line # 1

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

09/06/2024