



Texas Department of Motor Vehicles  
 Business Unit # 60800  
 Purchase Order # 0000015196  
 Purchase Order Change Notice (# 1)

**Payment Terms:** NET30    **Freight Terms:** FOB Destination    **Ship Via:** US MAIL    **PCC:** S    **PO Date:** 10/30/2024    **PO End Date:** 08/31/2025    **PO Method:** DG    **Dispatch:** Dispatch Via Print    **Rev Dt:** 12/11/2024  
**PLEASE NOTE: ADDITIONAL TERMS AND CONDITIONS MAY BE LISTED AT THE END OF THE PURCHASE ORDER.**

**Vendor:** TAYLOR COMMUNICATIONS INC  
 PO BOX 840655  
 DALLAS TX 75284-0655  
 United States

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

**Ship To Attention:** Tammy Sue Wooten

**Vendor ID:** 1811701544 8 003

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

**Purchaser:** Quynh-Nhi Ge  
**Phone:** 512/465-4193  
**Fax:** 512/465-5641

**Bill To Fax:**

**Email:** Nhi.Ge@txdmv.gov

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

**PO Information:**

POCN 1, Nhi Ge, 12/11/2024  
 Updated lines 1 and 2 switching PO and QTY for receiving purposes. Added additional notice to proceed language below. All else remains the same.

A written Notice to Proceed is required from TxDMV by 8/31/25 to allow the vendor to perform work under the contract starting 9/1/25; Attached is HB718 Taylor Communications Warehousing Distribution Need Assessment; This is a multi-year contract with an initial term through 8/31/26 and renewals for a total of a 5-year term from the date of contract execution. A written Notice to Proceed is required from TxDMV by 8/31/25 to allow the vendor to perform work under the contract starting 9/1/25; Attached is HB718 Taylor Communications Warehousing Distribution Need Assessment; This is a multi-year contract with an initial term through 8/31/26 and renewals for a total of a 5-year term from the date of contract execution.

**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:**

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

Authorized Signature

12/11/2024



Texas Department of Motor Vehicles  
 Business Unit # 60800  
 Purchase Order # 0000015196  
 Purchase Order Change Notice (# 1)

modified by Supplemental Conditions approved and provided by TxDMV. If this PO contains goods or services purchased from a DIR Cooperative Contract, the purchase is governed by the current TxDMV Supplemental Terms and Conditions with Affirmations for Purchases through the DIR Cooperative Contracts Program. 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.

This procurement is governed by the terms and conditions in Contract Number 60800 0000015196.

Procured under RFP 608-24-96286

Term of PO: 10/30/2024 - 8/31/2025

Term of Contract: 10/30/2024 - 8/31/2026

A new PO will be issued for 9/1/2025 - 8/31/2026.

Renewal Options

Renewals are as follows, unless terminated sooner in accordance with the terms of the purchase order/contract.

In addition, the department, in its sole discretion, may extend any contract for up to 90 days, in whole or in part.

Option to Renew for Three One-Year Terms:

1st Renewal: FY27 09/01/2026 to 08/31/2027

2nd Renewal: FY28 09/01/2027 to 08/31/2028

3rd Renewal: FY29 09/01/2028 to 08/31/2029

All quantities are estimates only and the department reserves the right to increase and/or decrease the quantities to meet the department's need.

At each renewal option, the parties may negotiate agree on a price reduction or escalation.

TxDmv Contract Monitor:

Stefan Krisch

stefan.krisch@txdmv.gov

Phone #(512) 465-4071

Vendor Contact:

Tim Revell,

timothy.revell@taylor.com

Phone #(512) 789-5936

| Line-Sch:                         | Line Description:                        | PCA:  | Class/Item: | Quantity:        | UOM:                        | Unit Price: | Extended Amt:                  | Due Date:             |
|-----------------------------------|--|-------|-------------|------------------|-----------------------------|-------------|--------------------------------|-----------------------|
| 1-1                               | Warehousing and<br>Distribution Services | 28009 | 962/86      | 1360296.0<br>000 | EA                          | \$1.00000   | \$1,360,296.00                 | 10/23/2024            |
|                                   |  |       |             |                  |                             |             | <b>Schedule Total</b>          | <b>\$1,360,296.00</b> |
| <b>Contract ID:</b><br>0000015196 |  |       |             |                  | <b>ReqID:</b><br>0000015930 |             |                                |                       |
|                                   |  |       |             |                  |                             |             | <b>Item Total for Line # 1</b> | <b>\$1,360,296.00</b> |

Authorized Signature

12/11/2024



Texas Department of Motor Vehicles  
Business Unit # 60800  
Purchase Order # 0000015196  
Purchase Order Change Notice (# 1)

| Line-Sch:                         | Line Description:  | PCA:  | Class/Item: | Quantity:        | UOM:                        | Unit Price: | Extended Amt:                  | Due Date:      |
|-----------------------------------|--------------------|-------|-------------|------------------|-----------------------------|-------------|--------------------------------|----------------|
| 2-1                               | Freight / Shipping | 28009 | 962/86      | 5799314.0<br>000 | EA                          | \$1.00000   | \$5,799,314.00                 | 10/23/2024     |
|                                   |                    |       |             |                  |                             |             | <b>Schedule Total</b>          | \$5,799,314.00 |
| <b>Contract ID:</b><br>0000015196 |                    |       |             |                  | <b>ReqID:</b><br>0000015930 |             |                                |                |
|                                   |                    |       |             |                  |                             |             | <b>Item Total for Line # 2</b> | \$5,799,314.00 |

**Total PO Amount** \$7,159,610.00

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

12/11/2024