



Texas Department of Motor Vehicles  
Business Unit # 60800  
Purchase Order # 0000015779

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**Payment Terms:** NET30 **Freight Terms:** FOB Destination **Ship Via:** NA **PCC:** S **PO Date:** 03/21/2025 **PO End Date:** 08/31/2025 **PO Method:** OM **Dispatch:** Dispatch Via Print **Rev Dt:**

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

**Vendor:** ANCHOR COMPUTER INC  
1300 WALT WHITMAN RD  
USA  
MELVILLE NY 11747-3001  
United States

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

**Ship To Attention:** Michelle Helen Bryant

**Vendor ID:** 1112332132 2 000

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

**Purchaser:** Matthew Terrell Windham  
**Phone:** 512/465-5808  
**Fax:** 512/465-5641

**Bill To Fax:**

**Email:** Matthew.Windham@txdmv.gov

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

**PO Information:**

Purchase Order to exercise the second renewal option from 04/01/2025 through 03/31/2026. This PO replaces PO #0000015077 on its expiration after 03/31/2025. This Purchase Order includes funds for the remainder of FY25 from 04/01/2025 through 08/31/2025.

Initial term: February 01, 2023, through March 31, 2024 - PO #0000012217; 0000013298  
First Renewal Option: April 01, 2024, through March 31, 2025 - PO #0000013298; 0000015077  
Second Renewal Option: April 01, 2025, through March 31, 2026 - PO #0000015779  
Third Renewal Option: April 01, 2026, through March 31, 2027  
Fourth Renewal Option: April 01, 2027, through March 31, 2028

TxDmv, in its sole discretion, may extend any purchase order/Contract, in whole or in part, for up to twelve (12) months or for such time deemed necessary by TxDmv to transition to a new contract.

Price escalation shall be 3 percent per renewal option. As a result, contract pricing will be as follows:

Initial term: \$0.59 per 1,000 records processed  
First renewal: \$0.608 per 1,000 records processed  
Second renewal: \$0.626 per 1,000 records processed  
Third renewal: \$0.645 per 1,000 records processed  
Fourth renewal: \$0.664 per 1,000 records processed

This Contract is governed by the terms and conditions set forth in TxDmv RFO No. 608-23-920 National Change of Address Services.

Each SVCU (service unit) is priced at \$1.00. A SVCU is a TxDmv internal system unit of measure. Vendor shall invoice at the price(s) for work authorized under the purchase order.

**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.

Authorized Signature

Matthew Windham

03/21/2025



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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. 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.

TxDMV Contact:

Jeff Armstrong  
[jeffrey.armstrong@txdmv.gov](mailto:jeffrey.armstrong@txdmv.gov)  
(512) 465-1295

TxDMV Contract Monitor:

Andrew Ortegon  
[andrew.ortegon@txdmv.gov](mailto:andrew.ortegon@txdmv.gov)  
(512) 465-4197

Vendor Contact:

Valerie Manzo  
[vmanzo@anchorcomputer.com](mailto:vmanzo@anchorcomputer.com)  
(631) 306-9311

|  |                                       |       |             |                |                             |             |                         |             |
|--|---------------------------------------|-------|-------------|----------------|-----------------------------|-------------|-------------------------|-------------|
| Line-Sch:  | Line Description:                     | PCA:  | Class/Item: | Quantity:      | UOM:                        | Unit Price: | Extended Amt:           | Due Date:   |
| 1-1  | NCOA Mail Forwarding<br>Data Services | 31010 | 920/02      | 14750.000<br>0 | UNT                         | \$1.00000   | \$14,750.00             | 03/31/2025  |
|  |                                       |       |             |                |                             |             | Schedule Total          | \$14,750.00 |
| <u>Contract ID:</u><br>0000012217                    |                                       |       |             |                | <u>ReqID:</u><br>0000016453 |             |                         |             |
| Second Renewal Option: 04/01/2025 through 03/31/2026 |                                       |       |             |                |                             |             |                         |             |
| \$0.626 per 1,000 records processed.                 |                                       |       |             |                |                             |             |                         |             |
|  |                                       |       |             |                |                             |             | Item Total for Line # 1 | \$14,750.00 |

**Total PO Amount** **\$14,750.00**

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

*Matthew Windham*

**03/21/2025**