



**Texas Department of Insurance
Business Unit # 45400
Purchase Order # 17-0020**

Payment Terms: **NET30** Freight Terms: **FOB Destination** Ship Via: **VNDR** PCC: **0** Date: **09/01/16** PO Method: **EX** Dispatch: **Dispatch Via Print** Rev Dt:

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

Vendor: POSTMASTER ATTN FINANCE WINDOW
PO Box 141683
Austin TX 78714-1683
United States

Ship To: 2F0032 - Cameron Rd - Warehouse
7915 Cameron Road
Austin TX 78754
United States

Vendor ID: 1410760000 0

Purchaser: Frank Brown
Phone: 512/676-6148
Fax: 512/463-6159
Email: frank.brown@tdi.texas.gov

Bill To: Attn: Acctng - Mail Code 108-3A
P. O. Box 149104
Austin TX 78714-9104
United States

Fax:
Email: Invoices@tdi.texas.gov

PO Information:

*** FOR INTERNAL PURPOSES ONLY DO NOT SEND PURCHASE ORDER TO VENDOR***

TDI has determined an advance payment is required due to the following circumstances: A state agency may make an advance payment to a vendor who is selling specialized or proprietary goods or services to the agency if the vendor requires the payment to be made in advance. (Refer to: State of Texas Purchase Policies and Procedures Guide, Chapter 2, Section 2.002)

This purchase order is for postage in connection with the Texas Sure Vehicle Insurance Verification Program during Fiscal Year 2017.

PCC DOC TYPE 9: with the following two citations:

a. As to Postage:

Exempt Purchase. Postage: 83rd Texas Legislature, Regular Session, General Appropriations Act, Article IX, Section 6.1.1, (1) If the expenditures for postage by an agency, other than the Legislature or an institution of higher education, exceed \$4,000.00 for a fiscal year, the agency shall purchase postage only in accordance with Section 2113.103(c), Government Code.

Government Code Sec. 2113.103. POSTAGE AND POSTAL SERVICES. (a) A state agency should use the most cost-effective means of postal service available. A state agency may use appropriated money to purchase any form of mailing service available from the United States Postal Service that results in lower cost to the agency and affords service comparable in quality to other available postal services. The comptroller shall assist state agencies in determining the types and comparability of postal services available from the United States Postal Service.

(b) Except as provided by Subsections (c) and (d), a state agency may use appropriated money to purchase postage or rent a post office box only from the United States Postal Service.

(c) An agency other than an institution of higher education as defined by Section 61.003, Education Code, that spends for postage in a fiscal year an amount that exceeds the dollar amount set by the General Appropriations Act as the maximum expenditure for postage shall purchase or rent a postage meter machine and record all purchases of postage on the machine except purchases of postage for employees in field offices and traveling employees. The rental of a postage meter machine by a state agency, including an institution of higher education, the legislature, or an agency in the legislative branch of state government, must be from a company approved by the comptroller. The comptroller by rule shall adopt procedures for the renting entity to pay for postage.

(d) Subsection (b) does not apply to a reimbursement:

- (1) to an authorized petty cash account;
- (2) to a state employee for an emergency purchase of postage or emergency payment of post office box rent;
- (3) that is received by a state agency for authorized services and is appropriated directly to the receiving agency; or
- (4) under a contract for mailing services that may include postage, if the contract has been approved by the comptroller.

b. As to Texas Sure: General Appropriations Act, 83rd Texas Legislature, Regular Session, Article VIII, Strategy A.1.1., and Section 17, Texas Sure. Amounts appropriated [in Strategy A.1.1., Consumer Education and Outreach], includes \$4,995,930 in fiscal year 2014 and \$5,151,575 in fiscal year 2015 from Interagency Contracts established between Department of Insurance and Department of Motor Vehicles for the purpose of on-going maintenance of the Texas Sure Motor Vehicle Responsibility Verification Program."

Authorized Signature

Frank C. Brown

07/07/2016



Texas Department of Insurance
Business Unit # 45400
Purchase Order # 17-0020

FCB 7/7/2016

Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
1- 1	TexasSure USPS Postage Account, Permit Account #2518. Replenishment request to come Melissa Burkhart.	963/57	1.0000	LOT	\$750,000.00	\$750,000.00	08/31/2017
						Schedule Total	<input type="text" value="\$750,000.00"/>
<p align="center"><u>ReqID:</u> 0000015959</p> <p>Postage for customer notices under Contract 454-11-00001, RFO Section 2.6.1.3 Mailing and Postage. Contract term ended August 31, 2015; however, RFO Section 2.17.3 Turnover Delays requires the contractor to continue all services on a month-to-month basis at the current costs to the State.</p> <p>Vendor: USPS Postmaster Payable to: USPS Postmaster Attn: Mailing Requirements Office 401 Tom Landry Hwy., Rm 735 Dallas, TX 75208</p> <p>Program Contract Coordinator: Maria Pullin Program Contract Specialist: Melissa Burkhart</p>							
						Item Total for Line # 1	<input type="text" value="\$750,000.00"/>
						Total PO Amount	<input type="text" value="\$750,000.00"/>

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.

The Purchase Order Terms and Conditions can be found at:

<http://www.tdi.texas.gov/general/aspurch.html>

Authorized Signature _____

Frank C. Brown

07/07/2016