



**Texas Department of Insurance  
Business Unit # 45400  
Purchase Order # 17-0029**

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

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

**Vendor:** Cogniserv LLC dba DataBank  
1421 Patton Place, STE 200  
Carrollton TX 75007  
**United States**

**Ship To:** 2M0003 - No Physical Shipment  
No Physical Shipment

**Vendor ID:** 1274664635 0

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

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

**Fax:**  
**Email:** Invoices@tdi.texas.gov

**PO Information:**

Per Laura Reardon from DIR, exemption is not required. No current Minolta contract available on DIR.

Vendor shall provide Annual Maintenance Service in accordance with this purchase order and Vendor's response to Pricing Request - email dated 07-25-16, which is incorporated by reference.

Period of Performance: September 1, 2016 - August 31, 2017: \$7,411.15

TDI has the sole discretion of option to renew two (2) of one (1) year periods:

September 1, 2016 - August 31, 2017: \$7,411.15 (New partner Kodak Alaris)  
September 1, 2017 - August 31, 2018: \$?

Contact: Patricia Smith  
Office: 904-236-5721  
E-mail: pat.smith@datbankimx.com

DWC Contacts:  
Contract Administrator: David Ekrot, 512-804-4113  
Contract Monitor: Bertha Lopez, 512-804-4206

08/12/2016

Certification. The terms of the contract are considered complete and payment can be made when the terms and conditions of the order have been met and the goods and/or services have been certified.

Invoicing. To ensure prompt payment, the vendor must include the following information on all invoices: (1) the above reference PO Number, (2) the above referenced Vendor ID No., and (3) any other relevant information that will confirm purchase. Failure to comply may delay payment process or cause invoice to be returned.

Attachment "A-1" Terms and Conditions become part of this Purchase Order.

Authorized Signature \_\_\_\_\_

*Frank C. Brown*

08/12/2016



**Texas Department of Insurance**  
**Business Unit # 45400**  
**Purchase Order # 17-0029**

Line-Sch	Line Description	Class/Item	Quantity	UOM	Unit Price	Extended Amt	Due Date
2- 1	FY17 (9/1/2016 - 8/31/2017) Maintenance of MINOLTA MS3000 Printers located at the DWC Records Center (\$662.00 less 15% discount = \$562.70)	939/54	2.0000	EA	\$562.70	\$1,125.40	08/31/2017
	Ship To:	2M0003					
		No Physical Shipment					
						<b>Schedule Total</b>	\$1,125.40
					ReqID: 0000015978		
FY17 (9/1/2016 - 8/31/2017) Maintenance of 2 MINOLTA MS3000 Printers located at the DWC Records Center.							
Serial #31185749 Serial #31189333							
JUSTIFICATION: Equipment maintenance of 2 MINOLTA MS6000 Printers located at the DWC Records Center							
VENDOR: DataBank IMX LLC, Dallas Contact: Michelle Vinson Office: 469-521-0570 Direct: 214-390-3331 mvinson@datbankimx.com							
Program Contract Coordinator: David Ekrut, 512-804-4113							
Program Contract Specialist: Bertha Lopez, 512-804-4206							
Records Center Contact:							
						<b>Item Total for Line # 2</b>	\$1,125.40

**Total PO Amount** \$7,411.15

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*

08/12/2016



## Annual Maintenance Agreement

<b>Effective Dates:</b> 9/1/16 – 8/31/17	<b>Agreement Type:</b> Maintenance Agreement
<b>Contact person:</b> Thomasina Tijerina	<b>Contact Number w/ext:</b>
<b>Equipment Location:</b> Texas Department of Insurance 3636A Dime Circle Austin, TX 78714	<b>Billing Address:</b> Texas Department of Insurance Attn: Accounting, Mail Code 108-3A P.O. Box 149104 Austin, TX 78714-9104

Line Item	Machine Make/Model	Serial Number	Contract Price
1	Minolta MS6000 Scanner	33010106	\$1,479.00
2	Minolta MS6000 Scanner	33010095	\$1,479.00
3	Minolta MS6000 Scanner	34013374	\$1,479.00
4	Minolta MS6000 Scanner	34013390	\$1,479.00
5	Minolta MS6000 Scanner	34013391	\$1,479.00
6	Minolta MS3000 Printer	31189333	\$662.00
7	Minolta MS3000 Printer	31183749	\$662.00
		<b>SUB-TOTAL:</b>	\$8,719.00
		<b>15% Discount</b>	\$-1,307.85
		Sub Total	\$7,411.15
		Tax	
		Total	

P.O.#

Invoice#

Service Representative:  
Lance Gonzales

Customer Signature w/Title: \_\_\_\_\_ Date: \_\_\_\_\_

Special Notes: Includes (1) PM per year. All service calls as needed for 12 months, plus all parts and labor, all travel time and mileage. Does not include consumables; toner, starter, paper, etc.

2720 Reed Rd., Suite 240  
Houston, TX 77051  
Main Number: 713-465-0308  
Fax Number: 214-483-6415

# PRICING REQUEST

## THE TEXAS DEPARTMENT OF INSURANCE

PRICING REQUEST NUMBER: 16-13363

This Pricing Request **must be received on or before:**  
**08/31/2015 at 2:00 P.M. Central Time**  
*(late bids will not be accepted)*

**Email your bid to: [tu-anh.perez@tdi.texas.gov](mailto:tu-anh.perez@tdi.texas.gov)**  
 Subject Line: Pricing Request Number TLP-13363

OR

Fax your bid to:  
 (512) 463-6159

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**Instructions:**  
 The Texas Department of Insurance is requesting pricing on the products or services listed below. If you are bidding a substituting brand or model, you must state that it meets, at a minimum, all of the specifications of the item and define the manufacturer and model/PN of the substituted item.

**If you have questions about this Pricing Request, please contact the following TDI Purchaser:**

**Tu-Anh Perez**  
**Telephone: 512-490-1072**

Vendor I.D. Number:

Vendor Name: Databank Imx

Vendor Contact Person: Michelle Vinson

Address: 1421 Patton Place, #200

City: Carrollton State: Texas 75007

Telephone: 214-390-3331

E-mail address: MVinson@databankimx.com

Is your company a Certified Texas Historically Underutilized Business (HUB)?  
 YES  NO

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**VENDOR MUST SIGN BELOW.**  
**Failure to sign will disqualify this pricing request.**

Signature: 

Title: Office manager

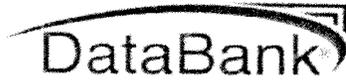
Date: 8/28/15

*By signing this bid, I represent that I am an authorized agent of the company listed above with authority to place this bid and obligate my company. By signing this Pricing Request, I agree that my bid is valid for thirty (30) days from the date of my signature above or until September 2, 2012, which ever comes later.*

Term	Initial Term: 9/1/2015 - 8/31/2016	1 <sup>st</sup> Option Term: 9/1/2016 - 8/31/2017	2 <sup>nd</sup> Option Term: 9/1/2017 - 8/31/2018
Item 1: Equipment Maintenance for FY16 Class and Item: 939/54 Quantity: 5 Unit of Measure: LOT Description: Five (5) Minolta MS6000 Microfilm Scanner and Components at DWC Records Center	\$ 5125.00	\$ 5125.00	5125.00
Item 2: Equipment Maintenance for FY16 Class and Item: 939/77 Quantity: 2 Unit of Measure: LOT Description: Two (2) Minolta MS3000 Printers for Records Center	\$ 1130.00	\$ 1130.00	1130.00
Item 3: Class and Item: Quantity: Unit of Measure: Description:	\$ -	\$ -	
<b>TOTAL</b>	<b>\$ 6255.00</b>	<b>\$ 6255.00</b>	<b>6255.00</b>

All Costs. The Respondent must include all costs of providing all products/services described in this Pricing Request. TDI may order all, part, or any combination of the products/services listed. TDI will also have the option to purchase additional quantities on an as needed basis on any awarded items.

Terms and Conditions. By responding to this Pricing Request, Respondent agrees to comply with all provisions, terms and conditions contained in TDI's Standard Purchasing Terms and Conditions, which shall apply to any purchase order or contract awarded as a result of this Pricing Request. TDI's Standard Purchasing Terms and Conditions will be provided upon request by the TDI Purchaser listed on this Pricing Request or may be accessed at <http://www.tdi.texas.gov/general/aspurch.html>.



PREVENTATIVE MAINTENANCE AGREEMENT PLAN (PMA)
TERMS and CONDITIONS (T&C)

- 1. DataBank IMX in consideration of the annual maintenance charge provided for herein agrees to perform maintenance service with respect to the equipment specified on page 1 of this Preventative Maintenance Agreement/Plan.
2. This agreement does not cover service, parts, or repairs due to misuse, vandalism, mishandling, accident, fire, water, or other casualty.
3. The equipment must be in good working condition on the Effective Date of this agreement.
4. This service agreement will renew after both parties agree to renewal terms and pricing schedule set forth.
5. The amount of the maintenance charge under this agreement is subject to any applicable tax, or user fee assessed by any federal, state, or local authority.
6. Payment for this agreement shall be made in accordance with the accompanying invoice.
7. This agreement may be cancelled by DataBank IMX without written consent for the following reasons:
8. DataBank IMX will not be responsible for delays or inability to service the equipment caused by strikes, accidents, climactic conditions, or any other reason of a similar nature beyond its control.
9. Under the Standard PMA Plan, (8am-5pm) DataBank IMX will provide maintenance according to these Terms and Conditions providing all labor, parts, and non-consumable items necessary to repair the equipment.
10. This agreement constitutes the entire agreement between the customer and DataBank IMX.

Kap
TDI
DB

Kap
TDI
DB

Kap
TDI
DB
agreed upon

in TDI's Pricing Request

pursuant to Chapter 2251 of the Texas Gov't Code

upon preapproval by client,

Purchasing Terms and Conditions

Client Signature: Karen A. Shelly Title: 9/1/15
Company Name: DataBank IMX Date: 9/1/15



## Annual Maintenance Agreement

<b>Effective Dates:</b> 09/01/2015 – 08/31/2016	<b>Agreement Type:</b> Preventative Maintenance Agreement
<b>Contact person:</b> Bertha Lopez	<b>Contact Number w/ext:</b> 512-804-4206
<b>Equipment Location:</b> Texas Department of Insurance 3636 Dime Circle, Suite A Austin, Texas 78744	<b>Billing Address:</b> Texas Department of Insurance Accounting – Mail Code 108-3A PO Box 149104 Austin, TX 78714-9104

Line Item	Machine Make/Model	Serial Number	Contract Price
1	Minolta MS6000 Scanner	33010106	\$1025.00
2	Minolta MS6000 Scanner	33010095	\$1025.00
3	Minolta MS6000 Scanner	34013374	\$1025.00
4	Minolta MS6000 Scanner	34013390	\$1025.00
5	Minolta MS6000 Scanner	34013391	\$1025.00
6	Minolta MS3000 Printer	31189333	\$565.00
7	Minolta MS3000 Printer	31183749	\$565.00
			Sub Total
			\$6255.00
			Tax
			Total
			\$6255.00

P.O.#

Invoice#

Service Representative:  
Lance Gonzales

Customer Signature w/Title:

Date: 9-1-15

Special Notes: Includes (2) PM's per year. All service calls as needed for 12 months, plus all parts and labor, all travel time and mileage. Does not include consumables; toner, starter, paper, etc.

1421 Patton Place, Suite 200  
Carrollton, TX 75007  
Main Number 469-521-0570  
Fax Number 214-483-6415