

Revised Purchase Order



Sales Tax Exemption

East Texas A&M University is exempt from state and municipal sales taxes under Chapter 20 Title 122A, revised Civil Statutes of Texas, for all purchases made for the exclusive use of East Texas A&M University.

The laws of the State of Texas shall govern this Purchase Order.

Member of the Texas A&M University System.

Purchase Order			
Purchase Order Date	PO/Reference No.	Revision No.	Revision Date
Jun 3, 2025	AB1032647	1	Jun 3, 2025
Contact instructions for questions regarding this Purchase Order: If Buyer Contact information is listed below, please contact the Buyer. If not, please contact the Customer.			
Buyer Contact:			
Buyer	Buyer Email	Buyer Phone Number	
jng - Gossett, Jessica	JESSICA.GOSSETT@TAMUC.EDU	903.886.5220	
Customer Contact:			
Name:		Mallory Dennie	
Email:		MALLORY.DENNIE@TAMUC.EDU	
Phone:		+1 903-886-5421	

Order acceptance instructions:

Vendor guarantees that the products delivered or the services performed as a result of this Purchase Order will meet or exceed all specifications herein. Any exceptions to the pricing or the description contained herein must be approved by East Texas A&M University's Purchasing Department prior to shipping.

Supplier Information		Delivery Information	
Supplier Name	DOCUNAV SOLUTIONS VP IMAGINGINC DBA	Delivery Address	
Address	8501 WADE BLVD STE 760 FRISCO, Texas 75034 United States	TAMUS Member:	21-East Texas A&M University (21)
Phone	+1 800-353-2320	Attn:	Mallory Dennie
FOB / FREIGHT	Destination	VPIO	
Pre-Pay & Add	Yes	Room	BA 132
Payment Terms	0, Net 30	2600 S Neal St	
Contract Number - Header	DIR-CPO-5678	Commerce, TX 75428	
Contract Number - Line	<i>no value</i>	United States	
Quote number	Q-00290-4	Delivery Information	
		Required Delivery Date	
		Ship Via	Best Carrier-Best Way

Notes to Supplier

Shipping Instructions

Attachments for supplier

Docunav - Q-00290...

PO Clauses

Header	001	No Collect Freight Charges Accepted	Neither COD nor "Collect" freight or handling charges will be accepted.
	245	Prepay & Add	Shipping and Handling is not to exceed \$100. If greater than \$100 obtain approval from customer contact listed on the purchase order."
	508	Changes must be Approved Prior	Any changes to this Contract without the undersigned Purchasing Agent's prior written approval is not authorized and at the expense of the Supplier.
	509	Cancellation due to Funding	This contract is subject to cancellation without penalty, either in whole or in part, if funds are not appropriated by the Texas Legislature, or otherwise not made available to the using Agency.
	522	Governance	Any agreement entered into by East Texas A&M University shall be governed by the laws of the State of Texas.
	525	Best Value Clause	Agency invokes "Best Value" purchase exemption under House Bill 1545.
	536	Terms & Conditions - ETAMU	This purchase shall be in accordance with the East Texas A&M University terms and conditions. To obtain, please go to the following address: https://www.tamuc.edu/vendor-information/?redirect=none

Line No.	Product Description	Catalog No.	Size / Packaging	Unit Price	Quantity	Ext. Price
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1 of 6	Software - Self-HostedSubscription BusinessUser (100-199 Users)	JSENF3-03	EA	660.00 USD	159 EA	104,940.00 USD
2 of 6	Software - Self-HostedSubscription EducationUsers (Block of 2k)	JSEDCOM1-N	EA	10,675.00 USD	1 EA	10,675.00 USD
3 of 6	Support - Self-HostedSubscription BusinessUser (100-199 Users) INCLUDES DISCOUNT OF \$7139.88	JSENF3-03	EA	8,601.12 USD	1 EA	8,601.12 USD
4 of 6	Support - Self-HostedSubscription EducationUsers (Block of 2k)	JSEDCOM1-N	EA	1,601.25 USD	1 EA	1,601.25 USD
5 of 6	Laserfiche Annual 3%Increase	LF-INCR3A	EA	5,198.94 USD	1 EA	5,198.94 USD
6 of 6	DocuNav SolutionsPriority SupportAdjustment (June 11, 2026 - October 1, 2026)	DSA PR ADJ	EA	40,340.91 USD	1 EA	40,340.91 USD
Total					171,357.22 USD	

Billing Information	Billing Address
<p>To assure timely payment please e-mail invoices to the email provided in the bill to address. If the invoice is sent via email, please do not send a duplicate copy through the mail. Only if email is not an option then submit invoices to the billing address indicated in the “Billing Address” section. To inquire about electronic invoicing via cXML, CSV or PO flip through the supplier portal, e-mail vendorhelp@tamu.edu.</p> <p>Invoice must include the PO/Reference number shown above.</p>	<p>East Texas A&M University</p> <p>***Do Not Mail Invoices***</p> <p>Email invoices to invoices@tamuc.edu</p> <p>PO Box 3011</p> <p>Commerce, TX 75429</p> <p>United States</p>



Quotation

Quote #: Q-00290-4
Date: 6/3/2024, 7:11 AM
Expires On: 6/11/2025

VP Imaging Inc, dba DocuNav Solutions

8501 Wade Blvd #1440 Phone: 800-353-2320
Frisco, TX 75034 Email: sales@docunav.com

Customer

East Texas A&M University

SALESPERSON	EXT	EMAIL	PAYMENT METHOD
Richard Ortiz		rortiz@docunav.com	Net 30

Subscription

Qty	Product Code	Product Name	Product Description	Unit Price	Total Price
1.00	DN-RENEW	Renewal Dates	Renewal dates: June 11, 2025 to October 1, 2026 This is the 2nd year of a 3-year agreement.	\$0.00	\$0.00
Subscription SUBTOTAL:					\$0.00
Subscription Total:					\$0.00

Software

Qty	Product Code	Product Name	Product Description	Unit Price	Total Price
159.00	JSENF3-03	Self-Hosted Subscription Business User (100-199 Users)	Per User; 100-199, User pricing includes: Document Management, Advanced Audit Trail, Full SQL support, Import Agent, Email, Microsoft Office 365 integration, Workflow, Connector, Records Mgmt, Quick Fields w/ 10 agents, SDK, Unlimited Public Portal, 3 Forms Portals, 3 Sandboxes, DocuSign Integration	\$660.00	\$104,940.00
1.00	JSEDCOM1-N	Self-Hosted Subscription Education Users (Block of 2k)	Education Users (Block of 2,000 Licenses) *User Capabilities: provides read-only repository access and the ability to participate in forms processes for accredited educational institutions	\$10,675.00	\$10,675.00
Software SUBTOTAL:					\$115,615.00
Software Total:					\$115,615.00

Support

Qty	Product Code	Product Name	Product Description	Unit Price	Total Price
159.00	JSENF3-03	Self-Hosted Subscription Business User (100-199 Users)	Per User; 100-199, User pricing includes: Document Management, Advanced Audit Trail, Full SQL support, Import Agent, Email, Microsoft Office 365 integration, Workflow, Connector, Records Mgmt, Quick Fields w/ 10 agents, SDK, Unlimited Public Portal, 3 Forms Portals, 3 Sandboxes, DocuSign Integration	\$99.00	\$15,741.00
1.00	JSEDCOM1-N	Self-Hosted Subscription Education Users (Block of 2k)	Education Users (Block of 2,000 Licenses) *User Capabilities: provides read-only repository access and the ability to participate in forms processes for accredited educational institutions	\$1,601.25	\$1,601.25
1.00	LF-INCR3A	Laserfiche Annual 3% Increase	Laserfiche annual 3% increase based on current agreement.	\$5,198.94	\$5,198.94
1.00	DSA PR ADJ	DocuNav Solutions Priority Support Adjustment	Extending Laserfiche licensing and support From June 11, 2026 to October 1, 2026	\$40,340.91	\$40,340.91
Support SUBTOTAL:					\$62,882.10
Support Total:					\$62,882.10

Discount

Qty	Product Code	Product Name	Product Description	Unit Price	Total Price
1.00	DSC DIR SUB 3YR 3P	Texas DIR Subscription 3%	DocuNav DIR DSA Maintenance Support 3-Year discount with limited 3% increase year over year. 4% off subscription licensing, DIR Contract # DIR-CPO-5678	\$-7,139.88	\$-7,139.88
Discount SUBTOTAL:					\$-7,139.88
Discount Total:					\$-7,139.88

Subtotal	\$171,357.22
Tax	\$0.00
Total	\$171,357.22

Sign Here: _____

Date: ____/____/____

Terms & Conditions

Payment Terms: All payments are Net 30 from date of invoice issued. Preferred payment method: check or ACH payment. Subscription terms will renew on the anniversary of the date of your DocuNav Annual Support Agreement unless you provide cancellation notice 45 days before the end of the agreement. On-site Professional Services Time: billing rate quoted does not include travel expenses for out of market professional services time. Pre-purchased hours or daily units expire after 3 years from invoice date. Renewal invoices paid after the renewal date will be subject to a 2% late fee.

