

Health and Human Services Commission

Purchase Order

Dispatch via Print

Payment Terms Net 30	Freight Terms Prepaid & Allow	Ship Via BEST WAY	Purchase Order HHSTX-3-0000294364
If advertised by informal bid, Invitation for Offer, or Request for Proposal; all specifications, terms, and conditions set forth in the advertisement and vendor's conforming responses become a part of this numbered purchase order. Contractor guarantees goods or services delivered meet or exceed numbered purchase order requirements.			Date 09/01/22
All shipments, shipping papers, invoices, and correspondence must be identified with our Purchase Order Number.			Revision Page 1
			Ship To: 4551 - Austin:4301 N Lamar Blvd HEALTH & HUMAN SERVICES COMMISSION 4301 N Lamar Blvd Austin TX 78751 United States

Vendor: 1741976051 1
WORKQUEST
1011 E 53RD 1/2 ST
AUSTIN TX 787511703
United States

Bill To: Invoice - HHSC
HEALTH & HUMAN SERVICES COMMISSION
4601 W Guadalupe St
PO Box 149030
Austin TX 78751
United States

Fax: 512/438-2086
Email: HHSC_AP@hhsc.state.tx.us

Purchaser: Gomez, Hadassah-Natalia

Line-Sch	Inventory Item ID - Line Description	Class/Item	Quantity	UOM	PO Price	Extended Amt	Due Date
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FY23 funding
EX/0-TGC 2155.441, Managed Term Contract 962-S3
Requisition 0000191198
PO Service Dates 09-01-2022 to 08-31-2023

Terms and Conditions per Managed Term Contract 962-S3 apply to this Purchase Order.

This purchase order is contingent upon the continued availability of lawful appropriations by the Texas Legislature and may be canceled at any time in whole or part without penalty. HHS or the agency does not commit to ordering specific quantities of goods/services or dollar amounts with respect to this purchase order. The agency shall be obligated to pay for only those goods and/or services ordered and received by the agency. Any funds not utilized by 08-31-2023 are automatically canceled.

Texas District: 14

Job classification: 1624
Job class title: Director V
Job skill level: Expert
Temp: Carl Schock
Hours per week: 35-40 pending workload
Estimated hours: 480

JOB DESCRIPTION: External reviewer for state hospital system. Review Nursing Documentation, Administrative, and Restraint Seclusion instruments. Travel statewide to all state hospitals.

KNOWLEDGE, SKILLS, AND ABILITIES: Experience with state hospital system, electronic medical record, and restraint seclusion Texas administrative code, Joint Commission and Medicare requirements.

TRAVEL NIGP 993-10

Travel expenses reimbursement is allowed for the completion of job duties. Such expenses shall not exceed the published State of Texas rates based on Texas Government Code Chapter 660, General Appropriations Act, Article IX, Part 5. Current rates can be found at the Texas Comptroller of Public Accounts State Travel Management Program (STMP) website.

When submitting an invoice for travel expenses, the Vendor must include all necessary documentation to support the invoiced amount.

Service Period
Start date: 09/01/2022
End date: 08/31/2023

Hours: 8 AM to 5:PM
Days per week: Monday- Friday (with travel possibly on Sunday)

Department: State Hospital Central Administration

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All shipments, shipping papers, invoices, and correspondence must be identified with our Purchase Order Number.			Revision Page 2
			Ship To: 4551 - Austin:4301 N Lamar Blvd HEALTH & HUMAN SERVICES COMMISSION 4301 N Lamar Blvd Austin TX 78751 United States

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Street Address of Work Location: 1400 Guadalupe Street
City/State/Zip: Austin, TX 78701
Bldg/Room#:

Supervisor Contact (Time card approval/resume reviewer/interviewer): Andrea Freeman
Phone: 512 657-5149
Email: Andrea.Freeman@hhs.texas.gov
Additional Contact: Jo Ann Elliott
Phone: 512 206-55035
Email: joann.elliott@hhs.texas.gov
Accounts Payable Contact: HHSC Accounts Payable
Email: HHSC_AP@hhsc.state.tx.us

Vendor: WorkQuest
Address: 1011 E 53 1/2 St
Austin, TX 78751
Supplier/Payee ID: 1741976051
CPA ID#: 84202
Contact: Derek Rayborn, Director of Government Relations
Phone: 512-453-8833 Ext 101
Email: derek.rayborn@peakperformers.org
Contact: Paige O'Boyle, Talent Placement Specialist
Phone: 512-730-3162
Email: paige.oboyle@peakperformers.org
CC: tempservicepo@workquesttx.com

HHSC PCS Purchasing Contact: Hadassah Gomez
Phone: 512-406-2466
Email: Hadassah.Gomez@hhs.texas.gov

Reference FY22 PO 0000267443

1-1	Temp services, Carl Schock, Dir V, Expert, District 14	962-69	480.00	HR	144.25000	\$69,240.00	09/01/2022
Schedule Total						\$69,240.00	
Item Total for Line 1						\$69,240.00	
2-1	FY23 Travel - As Needed Payable at	962-69	1.00	LOT	12000.00000	\$12,000.00	09/01/2022

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All shipments, shipping papers, invoices, and correspondence must be identified with our Purchase Order Number.			Revision 3
		Ship To:	4551 - Austin:4301 N Lamar Blvd HEALTH & HUMAN SERVICES COMMISSION 4301 N Lamar Blvd Austin TX 78751 United States

Vendor: 1741976051 1
WORKQUEST
1011 E 53RD 1/2 ST
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published State of Texas Rate
58.5 cents per mile (Jan. 1 & Dec. 31,
2022)

Schedule Total	\$12,000.00
Item Total for Line 2	\$12,000.00
Total PO Amount	\$81,240.00

No substitutions or cancellations are permitted without prior approval by Health & Human Services Commission. If contractor fails to deliver by promised delivery date (or reasonable time thereafter) or fails to meet requirements, Health & Human Services Commission reserves the right to purchase elsewhere and charge an increased cost and handling to contractor.

Over shipments will not be accepted unless authorized by Buyer prior to shipment. The dispute resolution process provided for in Chapter 2260 of the Texas Government Code must be used by the Health & Human Services Commission and Contractor to attempt to resolve all disputes arising under the contract.

Performance under this purchase order is acceptance of the attached affirmations and terms and conditions.

Authorized By

Hadassah Gomez, CTLD, CTM

07/25/2022