

# Health and Human Services Commission

## Purchase Order

Dispatch via Print

<b>Payment Terms</b> Net 30	<b>Freight Terms</b> Prepaid & Allow	<b>Ship Via</b> BEST WAY	<b>Purchase Order</b> <b>HHSTX-3-0000294611</b>
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.			<b>Date</b> 09/01/22
<b>All shipments, shipping papers, invoices, and correspondence must be identified with our Purchase Order Number.</b>			<b>Revision</b> Page 1
			<b>Ship To:</b> 5059 - Kerrville:721 Thompson Dr HEALTH & HUMAN SERVICES COMMISSION 721 Thompson Dr Kerrville TX 78028 United States

**Vendor:** 1742886580 6  
HILL COUNTRY ELECTRIC SUPPLY LP  
PO BOX 577  
SAN ANTONIO TX 782920577  
United States

**Bill To:** Invoice-DSHS Accounts Payable  
HEALTH & HUMAN SERVICES COMMISSION  
6711 S New Braunfels  
Ste 100  
San Antonio TX 78223  
United States

**Fax:** 210/531-7883  
**Email:** SAHAccounting@dshs.texas.gov

**Purchaser:** Alexander, Leslie L 512/406-2424

Line-Sch	Inventory Item ID - Line Description	Class/Item	Quantity	UOM	PO Price	Extended Amt	Due Date
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FY23

BLANKET PURCHASE ORDER

TERM:  
September 1, 2022 through August 31, 2023

SHIPPING INSTRUCTIONS: DO NOT SHIP until notified by Agency Contact.

FREIGHT: F.O.B Destination Freight Prepaid Allowed

DELIVERY: 5-7days After Receipt of PO

Goods and/or services are to be delivered and invoiced after September 1, 2022.

Agency Contact:  
Lead Contact (Program SME) Name: Warren Setnan  
Lead Contact Phone: 830-285-5284  
Lead Contact Email: warren.setnan@hhs.texas.gov

Warehouse: Please deliver to Building 605, Room 109, Attn: Lyn Allen

HHSC BUYER:  
Leslie Alexander, CTCD  
(512) 406-2424  
Email: Leslie.Alexander@hhs.texas.gov

Vendor Information:  
Vendor Name: Hill Country Electric  
Vendor Contact: Lisa Tybo  
Vendor Phone: 830-896-1212  
Vendor Email: ltybo@hces.net

PURCHASING METHOD: SP/E  
Purchase not to exceed \$10,000.00. Rule 34 Texas Administrative Code § 20.41 - Delegated Purchases

VENDORS SEND INVOICES VIA EMAIL TO: \*\* SAHACCOUNTING@dshs.texas.gov

REQUIREMENTS/LIMITATIONS:  
Quantities may be increased or decreased upon need during the term of the PO.  
The quantities shown are estimates only and do not constitute a guarantee of purchase. Any quantities not ordered and received by August 31, 2023 will be considered cancelled.

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<b>All shipments, shipping papers, invoices, and correspondence must be identified with our Purchase Order Number.</b>			<b>Revision</b> Page 2
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This purchase order is contingent upon the continued availability of lawful appropriations by the Texas Legislature CPA Procurement Manual and may be cancelled at any time in whole or part without penalty.

\*\*\* Not to Exceed \$10,000.00\*\*\* without prior authorization from Health and Human Services Commission.  
Requisition #: 0000196587

1-1	Misc Electrical Supplies for Maint/Repair, Blanket for CF8, F3D- KSH	285-69	1.00	LOT	10000.00000	\$10,000.00	09/01/2022
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<b>Schedule Total</b>	\$10,000.00
<b>Item Total for Line 1</b>	\$10,000.00
<b>Total PO Amount</b>	\$10,000.00

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**



**07/15/2022**