

# 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-3-0000295184</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> 6688 - Brenham:4001 Highway 36 Sou HEALTH & HUMAN SERVICES COMMISSION 4001 Highway 36 South Brenham TX 77833 United States

**Vendor:** 1222608205 0  
ORTHOFEET INC  
335 CHESTNUT ST  
NORWOOD NJ 076482001  
United States

**Bill To:** Brenham State Supported Living  
HEALTH & HUMAN SERVICES COMMISSION  
4001 S Hwy 36  
Brenham TX 77833  
United States

**Purchaser:** Mills,George M

Line-Sch	Inventory Item ID - Line Description	Class/Item	Quantity	UOM	PO Price	Extended Amt	Due Date
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PCS PLEASE CONTACT JESSICA STANFIELD FOR QUESTIONS.

\*\* VENDORS PLEASE SEND INVOICES\*\*  
VIA EMAIL TO: 712accounting@hhs.texas.gov

Supplier Name: Orthofoot, Inc  
Supplier Number: 1222608205  
Supplier Contact: Scott Buser  
Supplier Phone: 800-524-2845  
Supplier Email: scott.buser@orthofoot.com

Lead Contact Name: Jessica Stanfield  
Lead Contact Email: jessica.stanfield@hhs.texas.gov

Lead Contact Phone: 979.277.1338

Contract Manager Name: Leslie Wright, CTCM  
Contract Manager Email: leslie.wright@hhs.texas.gov

Contract Manager Phone: 979.277.1314

SCOR Division: 19 - State Operated Facilities

PCS Email PO to:  
leslie.wright@hhs.texas.gov  
jessica.stanfield@hhs.texas.gov

FY23 Goods: Ortho Feet Shoes  
Requested NTE \$9,999.00  
Requested Term 09/01/22-08/31/23 No renewals  
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

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DELIVERY: # Days After Receipt of PO

Delivery hours are from 8:00-11:30 AM and 1:00-4:30 PM Monday Friday except designated State Holidays.

Please call Agency Delivery Contact to schedule delivery 24 hours prior to arrival.

**AGENCY CONTACT:**  
Jessica Stanfield  
jessica.stanfield@hhs.texas.gov  
Phone: 979.277.1338  
Ship to Attn Jessica Stanfield  
Building and Room number  
HEALTH HUMAN SERVICES COMMISSION  
4001 Highway 36 South  
Brenham TX 77833  
United States

**HHSC BUYER:**  
HHSC Purchaser: George Mills, CTCD, Purchaser III, Ph 512-406-2651, Fax 512-406-2695, email George.Mills@hhs.texas.gov

**VENDOR:**  
Supplier Name: Orthofoet, Inc  
Supplier Number: 1222608205  
Supplier Contact: Scott Buser  
Supplier Phone: 800-524-2845  
Supplier Email: scott.buser@orthofoet.com

Quote #

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

**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.

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

This PO is contingent upon the continued availability of lawful appropriations by the Texas Legislature. FY23 funding.

Invoice per 34 TAC §20.487, amended effective May 1, 2022

Requisition # 0000200049

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Line-Sch	Inventory Item ID - Line Description	Class/Item	Quantity	UOM	PO Price	Extended Amt	Due Date
1-1	FY23 Goods: Shoes	800-05	1.00	LOT	9999.00000	\$9,999.00	09/01/2022
<b>Schedule Total</b>						\$9,999.00	
<b>Item Total for Line 1</b>						\$9,999.00	
<b>Total PO Amount</b>						\$9,999.00	

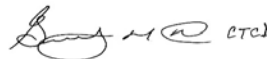
See attached pricing sheet

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**



**07/21/2022**