

# Health and Human Services Commission

## Purchase Order

Dispatch via Print

<b>Payment Terms</b> Net 30	<b>Freight Terms</b> Pick Up or Will Call	<b>Ship Via</b> BEST WAY	<b>Purchase Order</b> <b>HHSTX-3-0000295319</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> 1
			<b>Ship To:</b> 4547 - Wichita Falls:6515 Kemp Blv HEALTH & HUMAN SERVICES COMMISSION 6515 Kemp Blvd PO Box 300 Wichita Falls TX 76308 United States

**Vendor:** 1473322066 0  
IEH AUTO PARTS LLC  
DBA AUTO PLUS AUTO PARTS  
110 HENRIETTA ST  
WICHITA FALLS TX 763017023  
United States

**Bill To:** Maintenance  
HEALTH & HUMAN SERVICES COMMISSION  
6515 Kemp Blvd  
PO Box 300  
Wichita Falls TX 76308  
United States

**Email:** Allyson.Cruz@hhs.texas.gov

**Purchaser:** Burns,Debra A

Line-Sch	Inventory Item ID - Line Description	Class/Item	Quantity	UOM	PO Price	Extended Amt	Due Date
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FY23 CLASS ITEM 060-66  
ITEMS TO BE ORDERED ON AS NEEDED BASIS FOR THE FACILITY  
North Texas State Hospital-Wichita Falls Maintenance Motor Pool - Auto Parts and Supplies  
SCOR Division: 19 State operated facilities

NO AUTOMOTIVE REPAIRS OR ENGINE REPLACEMENTS ARE AUTHORIZED ON THIS PO. The PO is issued for PARTS ONLY that are required for the Maintenance Department to repair the vehicles on campus

\*\*\*DO NOT PROCESS ORDERS PRIOR TO 09/01/2022\*\*\*

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/Add

DELIVERY: DELIVERY PER FACILITY REQUEST - FACILITY PERSONNEL WILL PICK UP FROM LOCAL STORE

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

AGENCY CONTACT:  
Contract Manager Drew Hardy 940-414-0975 drew.hardy2@hhs.texas.gov  
SME Allyson Cruz (940) 689-5351 allyson.cruz@hhs.texas.gov

CODE # 5616  
VENDORS SEND INVOICES VIA EMAIL TO: DSHS.TSHBusinessOffice@dshs.texas.gov  
PO BILL TO INFORMATION  
NORTH TEXAS STATE HOSPITAL - ATTN: ALLYSON CRUZ, MAINTENANCE DEPARTMENT  
P.O. BOX 2231 6515 KEMP BLVD.  
WICHITA FALLS, TEXAS 76301

Email# Allyson.cruz@hhs.texas.gov

HHSC BUYER:  
Debra Burns, CTPM  
Direct: 512) 406-2564 CELL [REDACTED]  
Debra.Burns@hhs.texas.gov

VENDOR INFORMATION:

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VID 14733220660  
Vendor IEH AUTO PARTS LLC DBA DBA AUTO PLUS AUTO PARTS  
Address 110 Henrietta St. Wichita Falls, TX 76301-7023  
Contact Derek Davis  
Phone: (940) 767-9251  
Email: s041manager@autoplus.com

\*\*\*AMOUNT NOT TO EXCEED \$7,900.00 PER FY23 WITHOUT PRIOR APPROVAL\*\*\*

TERMS NET 30

QUOTE SAMPLE PO PRICING ATTACHED

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 0000190327

Note: Agency will not order products on this PO that are available from Workquest, Texas Correctional Industries or DIR. Agency will not order capital or controlled assets on this PO

This contract is for goods to be ordered as needed by Health and Human Services Commission (HHSC), North Texas State Hospital-Wichita Falls . HHSC does not commit to ordering specific quantities of goods or dollar amounts with respect to this contract.

The quantities are based on estimates of prior purchases and are estimates for evaluation purposes only and should not be construed as a minimum or maximum that the agency must order. HHSC shall be obligated to pay for only those goods actually ordered and received by the agency. Any funds not utilized by August 31 (the end of the fiscal year) will be automatically cancelled.

Adding New Products to the Contract:  
Following the contract award, additional products of the same general category that could have been encompassed in the award of this contract, and that are not already on the contract, may be added.

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1-1	FY23 Blanket -NTSH-WF Automobile Parts TERM 09/01/2022 - 08/31/2023	060-66	1.00	LOT	7900.00000	\$7,900.00	09/01/2022
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**Schedule Total**                     \$7,900.00

**SAMPLE ITEMS TO INCLUDE,BUT NOT LIMITED TO:**

- 124071 WIX Coolant Spin-on
- 47140 MTM Washer Nozzle
- 330 PRE U-joint
- C660 DOR AP-Dallas Brake Cable
- 801 CMM5W3055Gal 5W30
- 2003 APD Radiator
- 78-800CAP CBL Battery
- 731-2176 BBB Reman Steering
- 52-7353 A-1 Hydro Boost
- 28234 KTI 1 1/2 Dr. 34MM/SPIThis requisition is for purchasing auto parts for campus wide vehicles.

**Item Total for Line 1**                     \$7,900.00

**Total PO Amount**                     \$7,900.00

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.

<b>Authorized By</b>
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DeFuria, CPM

07/20/2022