

Health and Human Services Commission

Purchase Order

Dispatch via Print

Payment Terms Net 30	Freight Terms Pick Up or Will Call	Ship Via BEST WAY	Purchase Order HHSTX-3-0000295457
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 4547 - Wichita Falls:6515 Kemp Blv HEALTH & HUMAN SERVICES COMMISSION 6515 Kemp Blvd PO Box 300 Wichita Falls TX 76308 United States
			Page 1

Vendor: 1843914365 4
HAWKINS AUTO GLASS LLC
1219 31ST ST
WICHITA FALLS TX 76302-1731
United States

Bill To: Information Services
DEPARTMENT OF STATE HEALTH SERVICES
6515 Kemp Blvd
PO Box 300
Wichita Falls TX 76308
United States

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 60-57 928-46
ITEMS TO BE ORDERED-DELIVERED ON AS NEEDED BASIS FOR THE FACILITY
North Texas State Hospital-WF Maintenance Motor Pool - Goods Glass Service Auto Glass
SCOR Division: 19 State operated facilities

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: 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 Agency Contact/Bill To: Allyson Cruz 940-689-5351 allyson.cruz@hhs.texas.gov

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
CODE # 5616
Email#: Allyson.cruz@hhs.texas.gov

HHSC BUYER:

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

VENDOR :
vid 1843914365

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All shipments, shipping papers, invoices, and correspondence must be identified with our Purchase Order Number.			Revision 2
		Ship To:	4547 - Wichita Falls:6515 Kemp Blv HEALTH & HUMAN SERVICES COMMISSION 6515 Kemp Blvd PO Box 300 Wichita Falls TX 76308 United States

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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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Vendor :Hawkins Auto Glass LLC
Address: 1219 31st St.Wichita Falls, Texas 76302-1731
Contact: Linda Whitmore
Phone: (940) 613-0031
Email: whitmorelinda@outlook.com

AMOUNT NOT TO EXCEED \$9,000.00 PER FY23 WITHOUT PRIOR APPROVAL
TERMS NET 30

QUOTE SAMPLE PO PRICING - PER SOW 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 0000193380

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),NTSH-WF. 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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Purchaser: Burns, Debra A

Line-Sch	Inventory Item ID - Line Description	Class/Item	Quantity	UOM	PO Price	Extended Amt	Due Date
1-1	FY23-BLANKET NTSH-WF MAINT GOODS GLASS TERM 09/01/2022 - 08/31/2023	060-57	1.00	LOT	8000.00000	\$8,000.00	09/01/2022
Schedule Total						\$8,000.00	
Item Total for Line 1						\$8,000.00	
2-1	FY23BLANKET NTSH-WF MAINT SERVICE AUTO GLASS PER SOW TERM 09/01/2022 - 08/31/2023	928-46	1.00	LOT	1000.00000	\$1,000.00	09/01/2022
Schedule Total						\$1,000.00	
Item Total for Line 2						\$1,000.00	
Total PO Amount						\$9,000.00	

PER SOW Service Location Campus location is:6515 Kemp Blvd.Wichita Falls, TX 76301

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

Debra Burns, CTPM

07/21/2022