

# 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-3-0000295836</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> 5009 - Vernon:4730 College Dr HEALTH & HUMAN SERVICES COMMISSION 4730 College Dr PO Box 2231 Vernon TX 76385 United States

**Vendor:** 1751766329 4  
PHILLIP WHITE COTTON CO INC  
DBA PHIL'S AUTO PARTS  
3407 WILBARGER ST  
VERNON TX 763847932  
United States

**Bill To:** Terrell SH Whse  
HEALTH & HUMAN SERVICES COMMISSION  
1200 E Brin  
PO Box 70  
Terrell TX 75160  
United States

**Email:** DSHS.TSHBusinessOffice@dshs.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-VERNON Maintenance Motor Pool - Auto Parts and Supplies  
SCOR Division: 19 State operated facilities

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

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

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

AGENCY CONTACT:

\*\*\*PACKING LIST REQUIRED TO SHOW PO NUMBER AND ATTN CONTACT INFO \*\*\*

Contract Manager: Drew Hardy 940-552-4055 drew.hardy@hhs.texas.gov  
SME Agency Contact: Carri Baker 940-552-4102 carri.baker@hhs.texas.gov  
Facility Maintenance Technical Contact: Katherine Simonson 940-552-4068 Katherine.simonson@hhs.texas.gov

SHIP TO INFORMATION: North Texas State Hospital-Vernon Campus SHIP TO CODE:5009

BUILDING:Warehouse

CONTACT:Carri Baker PHONE #:940-552-4102 Email: carri.baker@hhs.texas.gov

VENDORS SEND INVOICES VIA EMAIL TO: carri.baker@hhsc.state.tx.us  
PO BILL TO INFORMATION CODE#: 5030  
NORTH TEXAS STATE HOSPITAL ATTN: MAINTENANCE DEPARTMENT  
P.O. BOX 2231 / 4730 COLLEGE DRIVE / VERNON, TEXAS 76384  
Email: carri.baker@hhsc.state.tx.us

HHSC BUYER:

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

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**Purchaser:** Burns,Debra A

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VID 1751766329 4  
Vendor :Phillip White Cotton Co. Inc. DBA Phils Auto Parts - NAPA  
Address: 3407 Wilbarger Street Vernon, TX 76384  
Contact: Phil White  
Phone: 940-553-4321  
Email: napa\_surplusguys@outlook.com

\*\*\*AMOUNT NOT TO EXCEED \$24,999.00 PER FY23\*\*\*  
TERMS NET 30  
AWARD PER SOLICITATION RESPONSE

Informal IFB #HHS0000187694

PURCHASING METHOD: OM/F  
Purchase Not to Exceed \$25,000

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 # 0000187694

Note: Agency will not order products on this PO that are available from Workquest or Texas Correctional Industries. 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-VERNON . 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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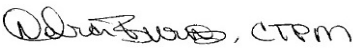
**Purchaser:** Burns, Debra A

Line-Sch	Inventory Item ID - Line Description	Class/Item	Quantity	UOM	PO Price	Extended Amt	Due Date
1-1	FY23 Blanket NTSH-VERNON Auto parts and supplies TERM 09/01/2022 - 08/31/2023.	060-66	1.00	LOT	24999.00000	\$24,999.00	09/01/2022
<b>Schedule Total</b>						\$24,999.00	
F3E010 NTSH FY23 Blanket Purchase Order for Auto parts and supplies as needed throughout the fiscal year FY23,							
<b>Item Total for Line 1</b>						\$24,999.00	
<b>Total PO Amount</b>						\$24,999.00	

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>  , CTPM	<b>07/25/2022</b>
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