

Health and Human Services Commission

Purchase Order

Dispatch via Print

Payment Terms Net 30	Freight Terms Prepaid & Allow	Ship Via BEST WAY	Purchase Order HHSTX-3-0000296827
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 Page 1
		Ship To:	5009 - Vernon:4730 College Dr HEALTH & HUMAN SERVICES COMMISSION 4730 College Dr PO Box 2231 Vernon TX 76385 United States

Vendor: 1741325946 0
INSCO DISTRIBUTION INC
12501 NETWORK BLVD
SAN ANTONIO TX 782493306
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: Breest, Maria Ana

Line-Sch	Inventory Item ID - Line Description	Class/Item	Quantity	UOM	PO Price	Extended Amt	Due Date
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FY23 CLASS ITEM 031/67
ITEMS TO BE ORDERED ON AS NEEDED BASIS FOR THE FACILITY
North Texas State Hospital
ATTN: Maintenance Dept
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 #5-10 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

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

VENDORS SEND INVOICES VIA EMAIL TO carri.baker@hpsc.state.tx.us

Contract Manager: Drew Hardy
Contract manager phone: 940-552-4055
Contract manager email: drew.hardy2@hhs.texas.gov

SME Agency Contact: Carri Baker
SME Agency Contact phone: 940-552-4102
SME Agency Contact email: cari.baker@hhs.texas.gov

Facility Maintenance Technical Contact: Russell Ballard
Facility Technical Maintenance Contact phone: 940-552-4096
Facility Technical Maintenance Contact email: russell.ballard@hhs.texas.gov

HHSC BUYER:
Ana Breest, CTCD, CTCM
Direct: (512) 406-2679
ana.breest@hhs.texas.gov

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Line-Sch	Inventory Item ID - Line Description	Class/Item	Quantity	UOM	PO Price	Extended Amt	Due Date
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Vendor Name: InSCO Distribution Inc.
 Vendor Address: PO BOX 690610
 Vendor City Zip: San Antonio, TX 78269-0610
 Vendor Contact: Wes Idel
 Vendor Contact Phone: 940-766-0225
 Vendor Contact Email: wes@insco.com
 Vendor TIN#: 1741325946 0
 AMOUNT NOT TO EXCEED \$7,500.00 PER FY23 WITHOUT PRIOR APPROVAL

TERMS NET 30

Quote # SAMPLE PRICING ATTACHED

PURCHASING METHOD: SP/E
 Purchase not to exceed \$7,500.00. 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 0000187654

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), Kerrville State Hospital. 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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All shipments, shipping papers, invoices, and correspondence must be identified with our Purchase Order Number.			Revision 3
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Purchaser: Breest, Maria Ana

Line-Sch	Inventory Item ID - Line Description	Class/Item	Quantity	UOM	PO Price	Extended Amt	Due Date
1-1	F3E010 NTSH FY23 Blanket Purchase Order for HVAC parts and supplies as needed for FY 09/01/2022-08/31/2023.	031-67	1.00	LOT	7500.00000	\$7,500.00	09/01/2022
Schedule Total						<u>\$7,500.00</u>	

F3E010 NTSH FY23 Blanket Purchase Order for HVAC parts and supplies as needed for FY 09/01/2022-08/31/2023.

F2230 / GOODS / FY23 INSCO DISTRIBUTION INC / TPO REQUEST / \$7,500.00

SCOR Division: 19 HHSC - State Operated Facilities

SCOR Other Subject: F3E010 NTSH Vernon Maintenance Service

NPI Class: 031-30

UOM: LOT

This PO will be a TWO-WAY

FY22 Purchase Order #: HHSTX-2-0000270351

FY22 PCS Purchaser: Julia Chapa

FY22 PCS Purchaser phone: 512-406-2527

FY22 PCA Purchaser email: julia.chapa@hhs.texas.gov

Term: 09/01/2022 thru 08/31/2023

Vendor Name: InSCO Distribution Inc.

Vendor Address: PO BOX 690610

Vendor City Zip: San Antonio, TX 78269-0610

Vendor Contact: Wes Idel

Vendor Contact Phone: 940-766-0225

Vendor Contact Email: wes@insco.com

Vendor TIN#: 1741325946 0

Contract Manager: Drew Hardy

Contract manager phone: 940-552-4055

Contract manager email: drew.hardy@hhs.texas.gov

SME Agency Contact: Carri Baker

SME Agency Contact phone: 940-552-4102

SME Agency Contact email: carri.baker@hhs.texas.gov

Facility Maintenance Technical Contact: Russell Ballard

Facility Technical Maintenance Contact phone: 940-552-4096

Facility Technical Maintenance Contact email: russell.ballard@hhs.texas.gov

PCS Email PO to: carri.baker@hhs.texas.gov /Lead Contact

drew.hardy2@hhs.texas.gov /Contract Specialist

wes@insco.com /Vendor Contact

tony.velez@hhs.texas.gov /Facility Warehouse

jan.swisher@hhs.texas.gov /Facility Warehouse

VENDORS SEND INVOICES VIA EMAIL TO: carri.baker@hhsc.state.tx.us

PO BILL TO INFORMATION

NORTH TEXAS STATE HOSPITAL

Health and Human Services Commission

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ATTN: MAINTENANCE DEPARTMENT
P.O. BOX 2231 / 4730 COLLEGE DRIVE / VERNON, TEXAS 76384
CODE#: 5030
Email: carri.baker@hpsc.state.tx.us
SHIP TO INFORMATION: North Texas State Hospital-Vernon Campus
BUILDING: Warehouse
CONTACT: Carri Baker
PHONE #: 940-552-4102
SHIP TO CODE: 5009
Email: carri.baker@hhs.texas.gov

Justification
Necessary for Maintenance Department operations, code compliance and Joint Commission Standards compliance.
Failure to procure compromises safety to staff and clients. Failure to maintain environments could also jeopardize accreditation and certification, risking associated funding and beds and increases the risk to clients and staff.

Item Total for Line 1 \$7,500.00

Total PO Amount \$7,500.00

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

MBreest CTCD,CTCM

08/03/2022