

Health and Human Services Commission

Purchase Order

Dispatch via Print

Payment Terms	Freight Terms	Ship Via	Purchase Order	HHSTX-3-0000298711
Net 30	Prepaid & Allow	BEST WAY	Date	Revision
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.			09/01/22	Page 1
All shipments, shipping papers, invoices, and correspondence must be identified with our Purchase Order Number.			Ship To:	5070 - Harlingen; 1401 S Rangerville DEPARTMENT OF STATE HEALTH SERVICES 1401 S Rangerville Rd PO Box 2668 Harlingen TX 78552 United States

Vendor: 1741976051 1
WORKQUEST
1011 E 53RD 1/2 ST
AUSTIN TX 787511703
United States

Bill To: Invoice-DSHS Accounts Payable
HEALTH & HUMAN SERVICES COMMISSION
6711 S New Braunfels
Ste 100
San Antonio TX 78223
United States

Fax: 210/531-7883
Email: SAHAccounting@dshs.texas.gov

Purchaser: Wells, Alicia N

Line-Sch	Inventory Item ID - Line Description	Class/Item	Quantity	UOM	PO Price	Extended Amt	Due Date
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FY23 funding
EX/0 - TGC 2155.441, Managed Term Contract 962-M3
Requisition 0000192226
PO Service Dates 09-01-2022 to 08-31-2023

This purchase order is contingent upon the continued availability of lawful appropriations by the Texas Legislature and may be canceled at any time in whole or part without penalty. HHS or the agency does not commit to ordering specific quantities of goods/services or dollar amounts with respect to this purchase order. The agency shall be obligated to pay for only those goods and/or services ordered and received by the agency. Any funds not utilized by 08-31-2023 are automatically canceled.

Texas District: 16

Job classification: 9042
Job class title: Maintenance Specialist II
Job skill level: Experienced
Temp: Vacant
Hours per week: 40
Estimated hours: 10,320

JOB DESCRIPTION:

Performs routine work in two (2) or more maintenance building construction trades.
Work involves maintaining and repairing - buildings, stationary and motorized equipment
Work from Simple drawings, blue prints or schematics
Work involves carpentry, plumbing, sanitation systems. Two (2) years experience in one trade preferred.
Work requires heavy physical activity.
Work is performed independently and under the general supervision of the Maintenance Manager and Maintenance Supervisor I
Must have the ability to follow oral or written instructions.
Work requires driving to other areas as needed.
Other duties may be assigned as necessary.
Must have valid Texas Driver's License with less than 10 points against record as per HHSC guidelines.
Compliance with HHSC Immunization Policy required; serologic evidence of immunity to or documented evidence of vaccination against measles, mumps, rubella, varicella (chickenpox), Tdap, annual vaccination against influenza (and Hepatitis B if applicable)
Ability to perform maintenance building duties
Willingness and ability to learn how to properly maintain facility equipment as per policy and procedures
Ability to stand and work for long periods of time
Ability to work varied work hours
Ability to clearly understand oral and written instructions, and to follow those instructions.
Experience in maintenance building construction field.
Work requires heavy physical activity
Work requires driving to other areas, as needed.

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Knowledge, Skills, and Abilities:
Experience and Education
Experience in building maintenance and repair work
Graduation from a standard senior high school or equivalent is generally preferred. Experience and Education may be substituted for one another.
Two (2) year general building maintenance experience.

Service Period
Start date: 09-01-2022
End date: 08-31-2023

Hours: 8:00AM to 5:00 PM
Days per week: Monday through Friday

Department: Maintenance Department
Street Address of Work Location: 1401 Rangerville Road
City/State/Zip: Harlingen, TX 78551
Bldg/Room#:

Supervisor Contact (Time card approval/resume reviewer/interviewer): Juan Oliva, Asst. Dir. of Administration
Phone: 956-364-8007
Email: juan.oliva@hhs.texas.gov
Agency Contact (if not the Supervisor for Time card approval): Martin Martinez, Maintenance Dept.
Phone: 956-364-8426
Email: martin.martinez2@hhs.texas.gov
Additional Agency Contact: Ana Longoria, SSLC Director
Phone: 956-364-8458
Email: ana.longoria@hhs.texas.gov
Additional Agency Contact: Lisa Neal
Phone: 512-438-3333
Email: lisa.neal@hhs.texas.gov
Additional Agency Contact: Veronica Euresti
Email: veronica.euresti01@hhs.texas.gov
Accounts Payable Contact Name: Guadalupe Gonzalez
Phone: 956-364-8291
Email: SAHAccounting@dshs.texas.gov
Contract Manager Contact: Maria G. Rodriguez
Phone: 956-364-8427
Email: mariag.rodriguez2@hhs.texas.gov

Vendor: WorkQuest
Address: 1011 E 53 1/2 St
Austin, TX 78751
Supplier/Payee ID: 1741976051

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CPA ID#: 84202
Contact: Rose Mireles
Phone: 361-884-4068 x118 Fax: 956-781-6188
Email: rmireles@GoodwillSouthTexas.com
CC:tempervicepo@workquesttx.com

PCS Purchasing contact
Alicia Wells
512-406-2582
Alicia.Wells@hhs.texas.gov

1-1	FY23-Services, DN9-RGSC, Four (4) Temporary Maintenance Specialist II staff for Rio Grande State Center State Supported Living Center Maintenance Department.	962-69	8320.00	HR	26.79000	\$222,892.80	09/01/2022
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Schedule Total \$222,892.80

Item Total for Line 1 \$222,892.80

2-1	FY23-Services, DN9-RGSC, Overtime Hours allowed for Temporary Maintenance Specialist II staff for Rio Grande State Center State Supported Living Center Maintenance Department.	962-69	2000.00	HR	38.31000	\$76,620.00	09/01/2022
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Schedule Total \$76,620.00

Item Total for Line 2 \$76,620.00

Total PO Amount \$299,512.80

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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

Alicia Wells, CTCO, CTCM

08/29/2022