

# Health and Human Services Commission

## Purchase Order

Dispatch via Print

<b>Payment Terms</b> Net 30	<b>Freight Terms</b> Prepaid & Allow	<b>Ship Via</b> BEST WAY	<b>Purchase Order</b> <b>HHSTX-3-0000299455</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>	1121 - El Paso:501 Hawkins Blvd DEPT FAMILY AND PROTECTIVE SERVICES 501 Hawkins Blvd El Paso TX 79915 United States

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

**Bill To:** Invoice-HHSC Region 10, DADS:  
HEALTH & HUMAN SERVICES COMMISSION  
401 Franklin Ave  
Ste 450  
El Paso TX 79901  
United States

**Fax:** 915/834-7587

**Purchaser:** Graham, Mary Ann 512/406-2487

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 2155.138  
Requisition 198953  
Pricing per Quote dated 4/18/22.

This Purchase Order is for Janitorial Services at 501 Hawkins Blvd, El Paso TX 79915.

Attached Terms and Conditions apply to this Purchase Order.

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.

Vendor contact  
Henry Hernandez  
Phone: (210) 521-3742  
Email: hhernandez@workquesttx.com

Agency contact  
Sheila Tillman  
Phone: (915) 834-7611  
Email: Sheila.tillman@hhs.texas.gov

PCS contact  
Name: Mary Ann Graham  
Phone: (512) 406-2487  
Email: maryann.graham@hhs.texas.gov

1-1	FY23 EVENING JANITORIAL SERVICES FOR 501 HAWKINS EL PASO, TX 79915 MAIL CODE 1121	910-39	1.00	MOS	2754.42000	\$2,754.42	09/01/2022
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<b>Schedule Total</b>	\$2,754.42
<b>Item Total for Line 1</b>	\$2,754.42
<b>Total PO Amount</b>	\$2,754.42

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			<b>Page</b> 2

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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**

*Mary Ann Graham, CPM*

**08/31/2022**