

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-3-0000301830
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 10/04/22
All shipments, shipping papers, invoices, and correspondence must be identified with our Purchase Order Number.			Revision Page 1
			Ship To: 6656 - Lubbock:3401 N University A HEALTH & HUMAN SERVICES COMMISSION 3401 N University Ave 3401 N University Ave Lubbock TX 79415 United States

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

Bill To: Invoice - DADS
HEALTH & HUMAN SERVICES COMMISSION
2501 Maple St
PO Box 451
Abilene TX 79602
United States

Fax: 325/795-3807
Email: 710Accounting@hhsc.state.tx.us

Purchaser: Gomez,Hadassah-Natalia

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-S3
Requisition 0000205927
PO Service Dates 10/04/2022 to 08/31/2023

Terms and Conditions per Managed Term Contract 962-S3 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 or dollar amounts with respect to this purchase order. The agency shall be obligated to pay for only those goods actually ordered and received by the agency. Any funds not utilized by 08/31/2022 are automatically canceled.

Texas District: 5

Job classification: 4017
Job class title: Dietetic and Nutrition Specialist II
Job skill level: Experienced
Temp: 1 Temp Staff Requested
Hours per week: 20
Estimated hours: 418

JOB DESCRIPTION: Contractor must provide medical nutrition therapy to clients as directed by the Habilitation Therapies Director and Chief Dietitian. Services to include providing competent Medical Nutrition Therapy to clients including nutrition screening, assessments, education, and other duties as needed by the Chief Dietitian. Services can be added and/or removed during the duration of the Contract. Job duties include but are not limited to working on diets, review labs, recommendations to Physicians, recommendations for appropriate snacks, write progress notes as well as reports and consultations. Requires a working knowledge of food and nutrition, of food systems management, of food science and technology principles and of federal program evaluation requirements. Skilled in interviewing staff, family and clients for assessments. Ability to counsel on food and nutrition, also to interpret laws and regulations, to plan nutrition and dietary services and programs, to plan and conduct food technology and nutrition research, and to communicate effectively, and to provide guidance for nutritional recommendations to staff, family, clients and other medical professionals. Contractor must have experience with individuals with disabilities.

Service Period
Start date: 10/04/2022
End date: 08/31/2023

Hours: 5:30 a.m. and 9:00 p.m. (Central Time) not to exceed 20 hours a week
Days per week: Monday through Friday

Department: Lubbock State Supported Living Center
Street Address of Work Location: 3401 N. University Ave.

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City/State/Zip: Lubbock, TX 79415

Contract Manager: Betty Moore
Phone: 806-741-3614
Email: betty.moore@hhs.texas.gov
SME Agency Contact: Linda Thomas
Phone: 806-741-3692
Email: linda.thomas4@hhs.texas.gov
Accounts Payable:
Email Invoices to: 710Accounting@hhsc.state.tx.us

Vendor: WorkQuest
Address: 1011 E 53 1/2 St
Austin, TX 78751
Supplier/Payee ID: 1741976051
CPA ID#: 84202
Regional Contact: Taylor Jordan North Texas
Major cities: Fort Worth, Lubbock, San Angelo, Tyler, Waco
Phone: 817-232-8836
E-mail: tjordan@workquest.com
Jennifer Moore, Goodwill North Central TX
Phone: 817-332-7866x2066
Email: Jmoore@goodwillnct.org
CC:tempervicepo@workquesttx.com

HHSC PCS Purchasing Contact: Hadassah Gomez
Phone: 512-406-2466
Email: Hadassah.Gomez@hhs.texas.gov

1-1	FY23 request for Dietician services for LbSSLC District 5 - Dietetic and Nutrition Specialist II - Experienced	962-69	418.00	HR	47.84000	\$19,997.12	10/04/2022
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Schedule Total	\$19,997.12
Item Total for Line 1	\$19,997.12
Total PO Amount	\$19,997.12

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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 <i>Hadassah Gomez, CTED, CTEM</i>	<u>10/04/2022</u>
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