

# Health and Human Services Commission

## Purchase Order

Dispatch via Print

|  |   |                             |  |
|--|---|-----------------------------|--|
| <b>Payment Terms</b><br>Net 30   | <b>Freight Terms</b><br>Prepaid & Allow | <b>Ship Via</b><br>BEST WAY | <b>Purchase Order</b><br><b>HHSTX-3-0000305110</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><br>11/16/22  |
| <b>All shipments, shipping papers, invoices, and correspondence must be identified with our Purchase Order Number.</b>   |   |                             | <b>Revision</b><br>1   |
|  |   |                             | <b>Ship To:</b><br>5030 - Terrell:1200 E Brin<br>HEALTH & HUMAN SERVICES COMMISSION<br>1200 E Brin<br>PO Box 70<br>Terrell TX 75160<br>United States |

**Vendor:** 1060495050 0  
PITNEY BOWES INC  
WORLD HEADQUARTERS CORP TAX DEPT  
STAMFORD CT 069260001  
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:** Arroyo,Alejandro

| Line-Sch | Inventory Item ID - Line Description | Class/Item | Quantity | UOM | PO Price | Extended Amt | Due Date |
|----------|--------------------------------------|------------|----------|-----|----------|--------------|----------|
|----------|--------------------------------------|------------|----------|-----|----------|--------------|----------|

FY23 funding  
CP/A - Term Contract 985-L1  
Requisition 211622  
SmartBuy PO 23051719  
Confirmation Order Do Not Duplicate  
PO Service Dates 12/30/2022 to 08-31-2023

Install Address:  
HEALTH HUMAN SERVICES COMMISSION  
1200 E Brin  
PO Box 70  
Terrell, TX 75160

State agency mail operations are governed by state statute and administrative rules. TGC Ann., Ch. 2176, Vernon 2000 Supp. (2006); 1 TAC Sec. 117.31 (2006); See also TGC Ann. Sec. 2113.103; General Appropriations Act, S.B. 1, 79th Leg., Art. IX, Sec. 6.15 (2005).

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  
VID 1060495050  
Pitney Bowes Inc  
Boyd Hering  
254-733-6450  
boyd.hering@pb.com

LONNIE KENNEDY  
512-997-5511  
LONNIE.KENNEDY@PB.COM

Agency contact  
Stephany VanBolden  
972-551-8563  
stephany.vanbolden@hhs.texas.gov

SME Agency Contact  
TAMBRIN RIVERS  
972-551-8262  
TAMBRIN.RIVERS@HHS.TEXAS.GOV

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PCS contact  
Alejandro Arroyo  
512-406-2594  
alejandro.arroyo@hhs.texas.gov

F1130/FY23 PITNEY BOWES / NEW POSTAL METER 60-MONTH LEASE /TPO REQUEST-\$2868.88 (8-MONTHS REMAINING)

SCOR DIVISION: 19-STATE OPERATED FACILITY  
SCOR OTHER: CG5-TSH: POSTAL METER LEASE  
NGIP/ITEM: 600/71 ACCT:740600 UOM: LOT

ITEMS ARE FROM TX SMART BUY CONTRACT 985-L1 / ORDERED THROUGH TEXAS SMART BUY FOR FULL 60-MONTH LEASE COMMITMENT PROJECTED TO BE: 12/30/22 THROUGH 12/29/27

SERVICE TERM: 12/30/22 thru 08/31/2023  
8-mos FY23 TPO AMOUNT: \$2868.88

Contract Manager: Stephany VanBolden  
Contract Manager Phone: 972-551-8563  
Contract Manager Email: stephany.vanbolden@hhs.texas.gov

SME Agency Contact: TAMBRIN RIVERS  
SME Agency Phone: 972-551-8262  
SME Agency Email: TAMBRIN.RIVERS@HHS.TEXAS.GOV  
VENDORS EMAIL INVOICES TO: DSHS.TSHBUSINESSOFFICE@DSHS.TEXAS.GOV  
PO BILL TO INFORMATION  
TERRELL STATE HOSPITAL  
ATTN: ACCOUNTING DEPARTMENT  
P.O. BOX 70 / 1200 EAST BRIN STREET / TERRELL, TEXAS 75160  
CODE#: 3072  
Email: DSHS.TSHBUSINESSOFFICE@DSHS.TEXAS.GOV

MAIL TO INFORMATION: 5030  
BUILDING: Warehouse  
CONTACT: Stephany VanBolden  
PHONE #: 972-551-8563  
FAX#: 972-551-8052  
Email: stephany.vanbolden@hhs.texas.gov

JUSTIFICATION: TO PROVIDE MAILING SERVICES EQUIPMENT FOR TERRELL STATE HOSPITAL. UPGRADE POSTAL METER EQUIPMENT TO Sendpro P2000 BASIC MAILING SYSTEM

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LINE 1 INFORMATION: FY23 / GOODS/PITNEY BOWES-POSTAL METER LEASE/PERIOD: 12/30/22 THRU 08/31/2023 FOR CG5-TSH. CURRENT LEASE EXPIRES ON 12/29/22. DE-INSTALL OLD METER AND INSTALLATION OF NEW SENDPRO P2000 BASIC MAILING SYSTEM

REMAINDER OF FY23 - 8-MONTHS: \$2868.88  
 Fy24 - \$4303.32  
 Fy25 \$4303.32  
 Fy26 \$4303.32  
 Fy27 - \$4303.32  
 Fy28 - 4-mos - \$1434.44

TOTAL: \$21516.60

EQUIPMENT LIST: NEW 60-MONTH LEASE OF SENDPRO P2000 MAILING SYSTEM

SENDPRO P2000 BASIC MAILING SYSTEM, ITEM # AZCG60  
 SENDPRO P SERIES MONO PRINT MODULE, ITEM # AZBE60  
 15 INCH COLOR TOUCH DISPLAY, ITEM #MSD260  
 10-POUND INTERFACED WEIGHING SCALE/STAND BEHIND UNIT, ITEM #IFWW60  
 WIRELESS KEYBOARD, ITEM #MW9014760  
 METER SUBSCR FOR CONNECT GREEN+1000/2000 AND SENDPRO P1000/200, ITEM #4W00-MMMS60  
 METER HARDWARE P SERIES, Lv, ITEM #MEIC60  
 ERETURN RECEIPT SUBSCRIPTION P SERIES, ITEM #ERB160  
 USPS TRACKING SERVICE ACTIVATION, ITEM #M9SS-ML  
 BARCODE SCANNER, ITEM #SBDS 60

INCLUDES DEINSTALLING OLD METER SYSTEM AND INSTALLATION OF NEW METER P2000 BASIC MAILING SYSTEM, AND TRAINING OF NEW EQUIPMENT

|     |  |        |      |     |           |            |            |
|-----|--|--------|------|-----|-----------|------------|------------|
| 1-1 | FY23 / GOODS/PITNEY BOWES-<br>POSTAL METER LEASE/PERIOD:<br>12/30/22 THRU 08/31/2023 FOR CG5-<br>TSH. CURRENT LEASE EXPIRES<br>ON 12/29/22. DE-INSTALL OLD<br>METER AND INSTALLATION OF<br>NEW SENDPRO P2000 BASIC<br>MAILING SYSTEM | 985-54 | 8.00 | MOS | 358.61000 | \$2,868.88 | 11/16/2022 |
|-----|--|--------|------|-----|-----------|------------|------------|

**Schedule Total**                     \$2,868.88

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Item Total for Line 1 \$2,868.88

**Total PO Amount** \$2,868.88

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><br><br> | <b><u>11/16/2022</u></b> |
|--|--------------------------|