

# 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-3-0000305298</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> 11/18/22
<b>All shipments, shipping papers, invoices, and correspondence must be identified with our Purchase Order Number.</b>			<b>Revision</b> Page 1
			<b>Ship To:</b> 5059 - Kerrville:721 Thompson Dr HEALTH & HUMAN SERVICES COMMISSION 721 Thompson Dr Kerrville TX 78028 United States

**Vendor:** 1201251711 1  
PJ AUTOMOTIVE INC  
DBA BEST AUTO PARTS  
1805 WATER ST  
KERRVILLE TX 780286023  
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:** Andrews, Kimberly 972/337-6254

Line-Sch	Inventory Item ID - Line Description	Class/Item	Quantity	UOM	PO Price	Extended Amt	Due Date
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FY23 CLASS ITEM 075-81 075-47  
OM/F - Informal IFBs \$10,000.01 to \$25,000.00  
KERRVILLE SH Maintenance Motor Pool - Auto Parts and Supplies  
SCOR Division: 19 State operated facilities

NO AUTOMOTIVE REPAIRS OR ENGINE REPLACEMENTS ARE AUTHORIZED ON THIS PO. The PO is issued for PARTS ONLY that are required for the Maintenance Department to repair the vehicles on campus

SHIPPING INSTRUCTIONS: DO NOT SHIP until notified by Agency Contact.

FREIGHT: F.O.B. Destination Freight Prepaid Allowed

DELIVERY: PER FACILITY REQUEST - FACILITY PERSONNEL WILL PICK UP FROM LOCAL STORE

Delivery hours are from 8:00-11:30 AM and 1:00-4:30 PM Monday - Friday except designated State Holidays

AGENCY CONTACT:  
Setnan, Warren (HHSC/DSHS KSH) Warren.Setnan@hhs.texas.gov 830-258-5284; Jarecke, Priscilla M (HHSC/DSHS KSH) Priscilla.Jarecke@hhs.texas.gov 830-258-5218

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

\*\*VENDORS SEND INVOICES VIA EMAIL TO\*\* SAHACCOUNTING@dshs.texas.gov

HHSC BUYER:  
Kimberly Andrews, CTCD  
Purchaser IV-Admin.Goods Team  
Procurement and Contracting Services (PCS)  
801 S Hwy 161 Suite 620, Office F  
Grand Prairie, Texas 75051  
Teleworking-please call thru Microsoft  
Office: 972-337-6254  
Kimberly.Andrews@hhs.texas.gov

VID 1201251711  
Vendor: PJ Automotive, Inc. dba Best Auto Parts  
Address: 1805 Water Street, Kerrville, TX 78028  
Contact: Lillia Herrera  
Phone: 830-257-3544  
Email: lherrera1805@gmail.com

\*\*\* AMOUNT NOT TO EXCEED \$24,999.00 PER FY23\*\*\*

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TERMS NET 30

Informal IFB #HHS0000195192

AWARD PER SOLICITATION RESPONSE

PURCHASING METHOD: OM/F  
Purchase Not to Exceed \$25,000

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 # 0000195192

Note: Agency will not order products on this PO that are available from Workquest or Texas Correctional Industries. 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.

Informal IFB # 529-0000210321

PURCHASING METHOD: OM/F Texas Government Code 2156.063 Not to Exceed \$25,000

REQUIREMENTS/LIMITATIONS:  
This PO is contingent upon the continued availability of lawful appropriations by the Texas Legislature. FY2023 funding.  
Invoice per 34 TAC §20.487, amended effective May 1, 2022

Requisition 0000210321

1-1	Hofmann Combo #1 Tire Changer Monty 1270 = Wheel Balancer Geodyna	075-81	1.00	EA	5652.49000	\$5,652.49	11/18/2022
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	7100						
					<b>Schedule Total</b>	\$5,652.49	
	FY23 CF8 X7009F3D PJAUTO F2200 X7009F3D F2200 7373 (52900/ 119) MOTOR POOL GEAR				<b>Item Total for Line 1</b>	\$5,652.49	
2-1	Autel Tools MaxiSYS Ultra Scan Tools	075-47	1.00	EA	5699.99000	\$5,699.99	11/18/2022
					<b>Schedule Total</b>	\$5,699.99	
					<b>Item Total for Line 2</b>	\$5,699.99	
					<b>Total PO Amount</b>	\$11,352.48	

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**

*Kimberly Andrews*

**11/18/2022**

