

# Health and Human Services Commission

## Purchase Order

TX SmartBuy PO ID 23072221

Dispatch via Print

Payment Terms	Freight Terms	Ship Via	Purchase Order	HHSTX-3-0000307963
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.			01/09/23	Page 1
All shipments, shipping papers, invoices, and correspondence must be identified with our Purchase Order Number.			Ship To:	5059 - Kerrville:721 Thompson Dr HEALTH & HUMAN SERVICES COMMISSION 721 Thompson Dr Kerrville TX 78028 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:** Thompson,Cassandra

Line-Sch	Inventory Item ID - Line Description	Class/Item	Quantity	UOM	PO Price	Extended Amt	Due Date
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SHIPPING INSTRUCTIONS: Ship according to the DUE DATES specified on the PO.

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

DELIVERY: 7-14 Days After Receipt of PO

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

AGENCY CONTACT:  
Kerrville State Hospital  
Whse Supvr Keith Dowdy  
Ph 830-258-5206  
Email:patrick.dowdy@hhs.texas.gov

HHSC BUYER:  
Casandra Thompson, CTCD  
Ph: 512-776-4243  
Email: Casandra.thompson@hhs.texas.gov

VENDOR:  
Contractor: WorkQuest, Inc.  
Email: smartbuy@workquest.com  
Phone: (512) 451-8145

PURCHASING METHOD: EX/0  
Purchase made under the Authority of Texas Government Code 2155.441 (WorkQuest/TIBH Set-Aside)

Term Contact: 615-S1,475-S1  
Smartbuy PO: 23072221

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 MIM2308754 Line 6,11,12

1-1	475-41-48155-3 GLOVE NTRL PF MED BLU 100/BX	475-41	300.00	BX	16.40000	\$4,920.00	01/23/2023
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			<b>Ship To:</b> 5059 - Kerrville:721 Thompson Dr HEALTH & HUMAN SERVICES COMMISSION 721 Thompson Dr Kerrville TX 78028 United States

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

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HEALTH & HUMAN SERVICES COMMISSION  
6711 S New Braunfels  
Ste 100  
San Antonio TX 78223  
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**Fax:** 210/531-7883  
**Email:** SAHAccounting@dshs.texas.gov

**Purchaser:** Thompson,Casandra

Line-Sch	Inventory Item ID - Line Description	Class/Item	Quantity	UOM	PO Price	Extended Amt	Due Date
	WRKQST 47541484058						
					<b>Schedule Total</b>	\$4,920.00	
					<b>Item Total for Line 1</b>	\$4,920.00	
2-1	615-15-07450-5A 2023 APPT PLN MNTHLY 8X11 WRKQST 61515074505	615-15	20.00	EA	14.65000	\$293.00	01/23/2023
					<b>Schedule Total</b>	\$293.00	
					<b>Item Total for Line 2</b>	\$293.00	
3-1	615-19-13077-9A 2023 CALENDAR DSK PD 22X17 WRKQST 61519130779	615-19	10.00	EA	8.49000	\$84.90	01/16/2023
					<b>Schedule Total</b>	\$84.90	
					<b>Item Total for Line 3</b>	\$84.90	
					<b>Total PO Amount</b>	\$5,297.90	

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

Casandra Thompson, CTCD

01/09/2023