

# Health and Human Services Commission

## Purchase Order

Dispatch via Print

<b>Payment Terms</b> Net 30	<b>Freight Terms</b> N/A, Service, Pick up, etc.	<b>Ship Via</b> NONE	<b>Purchase Order</b> <b>HHSTX-3-0000311757</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> 03/09/23
<b>All shipments, shipping papers, invoices, and correspondence must be identified with our Purchase Order Number.</b>			<b>Revision</b> <b>Page</b> 1
			<b>Ship To:</b> 5950 - El Paso:6700 Delta Dr HEALTH & HUMAN SERVICES COMMISSION 6700 Delta Dr 6700 Delta Dr El Paso TX 79905 United States

**Vendor:** 1863619293 4  
ALEJANDRA LEGARRETA  
5104 GUIDO LN  
EL PASO TX 79903-3307  
United States

**Bill To:** Invoice-DSHS Accounts Payable  
DEPARTMENT OF STATE HEALTH SERVICES  
1200 E Brin  
PO Box 70  
Terrell TX 75160  
United States

**Fax:** 972/551-8052  
**Email:** DSHS.TSHBusinessOffice@dshs.texas.gov

**Purchaser:** Atchley,Cindy Jean 432/263-9617

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 Legal Cite 2155.144 (b)(b-1)(2); Client Purchase  
Awarded in accordance with Informal IFB Solicitation #0000218093  
Requisition 0000218093  
PO Amount: \$10,000.00;  
Must not exceed: \$25,000.00  
Rates: In accordance with Vendors Response to awarded IFB Solicitation #0000218093;  
See Vendor's response to Exhibit C Pricing Sheet  
PO Service Dates: 03/09/2023 to 08/31/2023 no renewals

Attached Terms and Conditions apply to this Contract 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 and/or services or dollar amounts with respect to this purchase order. The agency shall be obligated to pay for only those goods and/or services actually ordered and received by the agency. Any funds not utilized by 08/31/2023 are automatically canceled.

Client Services as needed:  
Cosmetology/Barber Services  
In accordance with Exhibit B SOW IFB Solicitation 0000218093

For Agency/Facility: HHSC/El Paso State Supported Living Center (EPSSLC)

Vendor Contact:  
VID 1863619293  
Alejandra Legarreta  
915-727-0250  
Email: alelegarreta28@yahoo.com

Contract Manager Contact:  
Patricia Gonzalez, CTCM  
915-782-6309  
patricia.gonzalez1@hhs.texas.gov

Lead/SME Contact:  
Sabrina Rincon  
915-782-6300  
sabrina.rincon@hhs.texas.gov

PCS Contact:  
Cindy Atchley, CTCD

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432-263-9617  
cindy.atchley@hhs.texas.gov

1-1	FY23 Services; Informal Solicitation 0000218093; Cosmetology/Barber Services; For CH5 (EPSSLC); PO Term 3/9/2023-08/31/2023 no renewals; REQ 218093	952-10	1.00	LOT	10000.00000	\$10,000.00	03/09/2023
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**Schedule Total**           \$10,000.00

See Exhibit C/Vendor's Pricing Sheet dated 3/8/2023  
Price to provide haircuts for females \$30.00  
Price to provide haircuts for males \$15.00; Beards \$15.00

**Item Total for Line 1**           \$10,000.00

**Total PO Amount** \$10,000.00

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> <i>Cindy Atchley, CTED</i>	<b>03/10/2023</b>
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