

# Department of State Health Services

## 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-4-0000314132</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> 09/01/23
<b>All shipments, shipping papers, invoices, and correspondence must be identified with our Purchase Order Number.</b>			<b>Revision</b> 1 - 4/7/2023
			<b>Page</b> 1
			<b>Ship To:</b> 1906 - Houston:5425 Polk St DEPARTMENT OF STATE HEALTH SERVICES 5425 Polk St Ste 420 Houston TX 77023 United States

**Vendor:** 1710427007 3  
FEDERAL EXPRESS CORPORATION  
PO BOX 371461  
PITTSBURGH PA 152507461  
United States

**Bill To:** Invoice-DSHS Fiscal Claims  
DEPARTMENT OF STATE HEALTH SERVICES  
1100 W 49th St (RBB)  
PO Box 149347  
Austin TX 78756  
United States

**Fax:** 512/458-7442  
**Email:** invoices@dshs.texas.gov

**Purchaser:** Graham, Mary Ann 512/406-2487

Line-Sch	Inventory Item ID - Line Description	Class/Item	Quantity	UOM	PO Price	Extended Amt	Due Date
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FY24 funding  
CP/C  
Requisition 221381  
Managed Term Contract 962-C1.  
Small Package 150lbs or Less, Overnight, Second Day, Ground Delivery Services. Contract Term 12/29/2021 to 11/27/2026.

PO Service Dates 09/01/2023 to 08/31/2024

Goods and/or services are to be delivered and invoiced after September 1, 2023.

This contract is contingent upon the continued availability of lawful appropriations by the Texas Legislature.

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 08/31/2024 are automatically canceled.

NOTE TO VENDOR: PLEASE REFERENCE PURCHASE ORDER NUMBER ON ALL INVOICES.

Invoice Approval Payment Request contact:  
Voroncia.Crayton@dshs.texas.gov  
Jasalyn.McClelland@dshs.texas.gov

VID: 17104270073  
Federal Express Corporation  
Contact: David Guanella  
469 939-0578  
daguanelle@fedex.com  
Or  
Alternate Contact: Erin Cook  
901 397-2125  
erin.cook@fedex.com  
Additional email:  
stategov@fedex.com

Agency Contact: Beatriz Moreno  
713-767-3022  
Beatriz.moreno@dshs.texas.gov

PCS Contact: Mary Ann Graham  
maryann.graham@hhs.texas.gov

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Line-Sch	Inventory Item ID - Line Description	Class/Item	Quantity	UOM	PO Price	Extended Amt	Due Date
1-1	FY24 FEDEX	962-24	1.00	EA	100.00000	\$100.00	09/01/2023
<b>Schedule Total</b>						\$100.00	
<b>Item Total for Line 1</b>						\$100.00	
<b>Total PO Amount</b>						\$100.00	

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.

**Authorized By**

*Mary Ann Graham CTED*

**04/07/2023**