

Health and Human Services Commission

Purchase Order

Dispatch via Print

Payment Terms Net 30	Freight Terms Prepaid & Allow	Ship Via BEST WAY	Purchase Order HHSTX-3-0000318510
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.			Date 05/30/23
All shipments, shipping papers, invoices, and correspondence must be identified with our Purchase Order Number.			Revision Page 1
			Ship To: 5030 - Terrell:1200 E Brin HEALTH & HUMAN SERVICES COMMISSION 1200 E Brin PO Box 70 Terrell TX 75160 United States

Vendor: 1410948415 5
FASTENAL COMPANY
PO BOX 1286
WINONA MN 55987-0978
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: De La Rosa,Lindsey M

Line-Sch	Inventory Item ID - Line Description	Class/Item	Quantity	UOM	PO Price	Extended Amt	Due Date
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F1110 / FY23 / GOODS- FASTENAL -TEXAS SMART BUY ITEM-TPO REQUEST-\$785.40

Contractor: FASTENAL COMPANY
VID: 14109484155
Email: ordernotify@fastenal.com
Phone: 507-313-7206
Address: 2001 Theurer Blvd. Winona MN 55987

*SCOR Division: 19 HHSC - State Operated Facilities
*SCOR Other Subject: N/A

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

SME Agency Contact: Kelsey Mitchell
SME Agency Contact phone: 972-551-8288
SME Agency Email: KelseyL.Mitchell@hhs.texas.gov

PCS Email PO to: KelseyL.Mitchell@hhs.texas.gov / Lead Contact

VENDORS SEND INVOICES VIA EMAIL TO: DSHS.TSHBUSINESSOFFICE@DSHS.TEXAS.GOV

PO BILL TO INFORMATION:
TERRELL STATE HOSPITAL
ATTN: STEPHANY VANBOLDEN
P.O. BOX 70 / 1200 EAST BRIN STREET / TERRELL, TX , TEXAS 75160
CODE#: 3072
Email: DSHS.TSHBUSINESSOFFICE@DSHS.TEXAS.GOV

MAIL TO INFORMATION: 5030
BUILDING: Warehouse
CONTACT: Kelsey Mitchell
PHONE #: 972-551-8288
FAX#: 972-551-8052
Email: KELSEYL.MITCHELL@hhs.texas.gov

JUSTIFICATION: Daily Operational Usage

LINE 1 INFORMATION: FY23 /GOODS/FASTENAL/SHARPIE[REG] ACCENT[REG] TANK STYLE CHISEL TIP HIGHLIGHTER GREEN / NGIP
CODE#78530\ SUPPLIER PART#1606157 /FOR CG5-TSH/ \$0.95 EACH -QTY:120

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			Ship To: 5030 - Terrell:1200 E Brin HEALTH & HUMAN SERVICES COMMISSION 1200 E Brin PO Box 70 Terrell TX 75160 United States

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FASTENAL COMPANY
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Purchaser: De La Rosa,Lindsey M

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LINE 2 INFORMATION: FY23 /GOODS/ FASTENAL /1606154 Sharpie[REG] Accent[REG] Tank Style Chisel Tip Highlighter Blue Order in Increments Of: 12/ NGIP CODE# 78530\ SUPPLIER PART#1606154 /FOR CG5-TSH/ \$1.47 EACH -QTY:120
 LINE 3 INFORMATION: FY23 /GOODS/ FASTENAL /1606160 Sharpie[REG] Accent[REG] Tank Style Chisel Tip Highlighter Orange Order in Increments Of: 12 / NGIP CODE#78530 \ SUPPLIER PART#1606160 /FOR CG5-TSH/ \$0.99 EACH -QTY:120
 LINE 4 INFORMATION: FY23 /GOODS/ FASTENAL / BLACK ULTRA FINE TIP SHARPIE PERMANENT MARKER 12CT / NGIP CODE#62090 \ SUPPLIER PART#0529789 /FOR CG5-TSH/ \$17.46 EACH -QTY:20
 Confirmation Order - Do Not Duplicate [Include this line if ordering through SmartBuy]
 SHIPPING INSTRUCTIONS: Ship according to the DUE DATES specified on the PO.
 FREIGHT: F.O.B. Destination Freight Prepaid Allowed
 DELIVERY: 7 Days After Receipt of PO

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, TX, TEXAS 75160
 CODE#: 3072
 Email: DSHS.TSHBUSINESSOFFICE@DSHS.TEXAS.GOV

MAIL TO INFORMATION: 5030
 BUILDING: Warehouse
 CONTACT: Kelsey Mitchell
 PHONE #: 972-551-8288
 FAX#: 972-551-8052
 Email: KelseyL.Mitchell@hhs.texas.gov

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

SME Agency Contact: Kelsey Mitchell
 SME Agency Contact: 972-551-8288
 SME Agency Email: KelseyL.Mitchell@hhs.texas.gov

HHSC BUYER:
 Lindsey De La Rosa
 7766284
 Lindsey.delarosa@hhs.texas.gov

VENDOR:
 VID: 14109484155
 Contractor: Fastenal Company

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Purchaser: De La Rosa,Lindsey M

Line-Sch	Inventory Item ID - Line Description	Class/Item	Quantity	UOM	PO Price	Extended Amt	Due Date
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Contact Name: Zach Wise
Email: ordernotify@fastenal.com
Phone: (507) 313-7206
Address: 2001 Theurer Blvd. Winona MN 55987

PURCHASING METHOD: CP/X
Procurement methods were evaluated, and the best value is provided using the TXMAS contract. Purchase made under the Authority of 2155.502 Development of Multiple Award Schedule.
TXMAS Contract: TXMAS-18-51V07
Term: 6/28/2018- 6/30/2023
Smartbuy PO: 23156628
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 236280

1-1	SHARPIE[REG] ACCENT[REG] TANK STYLE CHISEL TIP HIGHLIGHTER GREEN\NGIP CODE:78530\SUPP. PART#1606157\COS	620-90	120.00	EA	.95000	\$114.00	06/06/2023
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Schedule Total _____ \$114.00
Item Total for Line 1 _____ \$114.00

2-1	1606154 Sharpie[REG] Accent[REG] Tank Style Chisel Tip Highlighter Blue Order in Increments Of: 12\NGIP CODE:78530\SUPP. PART#1606154\COS	620-90	120.00	EA	1.47000	\$176.40	06/06/2023
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Schedule Total _____ \$176.40
Item Total for Line 2 _____ \$176.40

3-1	1606160 Sharpie[REG] Accent[REG] Tank Style Chisel Tip Highlighter	620-90	120.00	EA	.99000	\$118.80	06/06/2023
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Email: DSHS.TSHBusinessOffice@dshs.texas.gov

Purchaser: De La Rosa,Lindsey M

Line-Sch	Inventory Item ID - Line Description	Class/Item	Quantity	UOM	PO Price	Extended Amt	Due Date
Orange Order in Increments Of: 12 \NGIP CODE:78530\SUPP. PART #1606160							
Schedule Total						\$118.80	
Item Total for Line 3						\$118.80	
4-1	BLACK ULTRA FINE TIP SHARPIE PERMANENT MARKER 12CT \NGIP CODE:62090\SUPP. PART#0529789\COS	620-90	20.00	EA	17.46000	\$349.20	06/06/2023
Schedule Total						\$349.20	
Item Total for Line 4						\$349.20	
Total PO Amount						\$758.40	

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

Lindsey De La Rosa

05/30/2023