

# 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-4-0000320906</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> Page 1
			<b>Ship To:</b> 6484 - Mexia:424 Mesquite Dr HEALTH & HUMAN SERVICES COMMISSION 424 Mesquite Dr PO Box 1132 Mexia TX 76667 United States

**Vendor:** 1310841368 6  
US BANK NATIONAL ASSOCIATION  
CORPORATE PAYMENT SYSTEMS  
PO BOX 790428  
SAINT LOUIS MO 631790428  
United States

**Bill To:** Invoice - DADS  
HEALTH & HUMAN SERVICES COMMISSION  
424 Mesquite Dr  
PO Box 1132  
Mexia TX 76667  
United States

**Fax:** 254/562-1894  
**Email:** 718Accounting@hhs.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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FY24 \*\*\*Services to start after 09/1/2023\*\*\*  
 Req#0000227938  
 Contract Details: # 946-M3  
 Number 946-M3  
 Description Retail Fuel Card Services  
 Category Managed  
 Type Term  
 Start Date 4/26/2017  
 End Date 4/30/2024  
 Purchase Category Code(Agencies Only) PCC B  
 Optional Renewal Terms  
 Extension: May 1, 2023, through April 30, 2024  
 NIGP Code(s) 946-35\*\*PLEASE HAVE VENDORS SEND INVOICES VIA EMAIL TO 718Accounting@hhs.texas.gov \*\*

VID: 13108413686  
 Contractor: US Bank National Association  
 Contact Name: Mark Hess  
 Email: mark.hess1@usbank.com  
 Phone: (612) 436-6544  
 Alternate Phone: (612) 436-6544  
 Address: 800 Nicollet Mall Minneapolis, MN 55402  
 Sean Joyce  
 Sean.Joyce@usbank.com  
 c. 612.430.4528

Lead Contact: Shannon Easterling  
 Lead Contact Email: Shannon.easterling@hhs.texas.gov  
 Lead Contact Phone: 254-562-1212

Contract Manager: Laura Watson  
 Contract Manager Email: laura.watson@hhs.texas.gov  
 Contract Manager Phone: 254-562-1141  
 Contract Manager Cell: 254-747-7594

Facility: Mexia State Supported Living Center (MSSLC)

Shipping Code: 6484  
 Billing Code: 6483  
 SCOR Division: 19 - State Operated Facilities

Fund: 0001 General Revenue

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Email PO to:  
Shannon.easterling@hhs.texas.gov (Lead)  
Laura.watson@hhs.texas.gov (CTCM)

Justification: Mexia SSLC is requesting FY24 funding for renewal of retail fuel card services for MSSLC Fleet.

FY23 TPO: 0000292067  
FY23 Purchaser: Hadassah-Natalia Gomez

PCS Contact:  
Kimberly Andrews, CTCD, CTCM  
Purchaser V- Services Department  
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

1-1	FY24 (Services)-Retail fuel card services for MSSLC Fleet.	946-35	1.00	LOT	40000.00000	\$40,000.00	09/01/2023
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**Schedule Total**           \$40,000.00          

**Item Total for Line 1**           \$40,000.00          

**Total PO Amount** \$40,000.00

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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>Kimberly Andrews, CTED</i>	<b>06/30/2023</b>
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