

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-4-0000321765
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 09/01/23
All shipments, shipping papers, invoices, and correspondence must be identified with our Purchase Order Number.			Revision Page 1
			Ship To: 6484 - Mexia:424 Mesquite Dr HEALTH & HUMAN SERVICES COMMISSION 424 Mesquite Dr PO Box 1132 Mexia TX 76667 United States

Vendor: 1810825897 3
 WTH TOWING LLC
 DBA TEXAS TOWING
 5524 S UNIVERSITY PARKS DR
 WACO TX 767067527
 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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PCS PLEASE CONTACT LAURA WATSON, CTCM FOR QUESTIONS.
 **PLEASE HAVE VENDORS SEND INVOICES VIA EMAIL TO 718Accounting@hhs.texas.gov **

VID: 18108258973
 Vendor: Texas Towing Tire, LLC
 5524 S. University Parks Drive
 Waco, Texas 76706

Vendor Contact: Maigen Price
 Vendor Phone: 903-729-8404
 Vendor Email: texastowfairfield@yahoo.com

Lead Contact: Paul Carroll
 Lead Contact Email: paul.carroll@hhs.texas.gov
 Lead Contact Phone: 254-562-1296

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

Email PO to:
 Paul.carroll@hhs.texas.gov (Lead)
 Laura.watson@hhs.texas.gov (CTCM)

Justification: Mexia SSLC is requesting FY24 funding for a blanket purchase order to cover expenses of vehicle towing services as per needed.

FY23: TPO#: 295830
 FY23: Purchaser: Nicole Mejia

Requesting the following:
 FY24 Amount Encumbered: \$10,000.00
 Term: 09.01.23 through 08.31.2024

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Various Attachments:
Pricing Information Email
S.O.W.
FY24 funding
PCC:SP/E
NIGP: 968-90

Attached Terms and Conditions apply to this 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/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.

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 FY23: Purchaser: Nicole Mejia

Requesting the following:
 FY24 Amount Encumbered: \$10,000.00
 Term: 09.01.23 through 08.31.2024

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 (Service)-Vehicle towing service as per needed for MSSLC Fleet.	968-90	1.00	LOT	10000.00000	\$10,000.00	09/01/2023
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Schedule Total \$10,000.00

SCOPE OF WORK
 Towing Services

Purpose: Mexia State Supported Living Center is seeking as-needed towing services.

Services to be performed:
 The required services to be performed shall include, but not be limited to:

- The contractor must be able to tow the 18-wheeled Laundry Trucks who are on route to/from Lufkin, Rusk, Denton, Waco and Mexia, Texas.
- The contractor must be able to tow an 18-wheeled vehicle.
- The contractor must be able to tow the 18-wheeled truck empty or full of laundry.
- The contractor shall provide trained personnel that is knowledgeable and skilled as stated in this scope of work.

Service location: Mexia State Supported Living Center: 540 Chapel Drive, Mexia, Texas 76667

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The Contractor shall be located within eighty (80) miles of the facility.

Terms:

The contractor shall provide a two-hour response time in order to get the truck off of the side of the roadway to prevent any safety issues with other motorists or damage to the truck. Contact must be made with Facility Administration if unable to provide this response time.

Contact:

The point of contact will be Kelly Wilson, Facility Administrator and can be reached at 254-562-1310. After-hours contact information will be given to the contractor if needed.

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.

Authorized By

Kimberly Andrews, CTED

07/12/2023