

# 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-4-0000322322</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>  <b>Page</b> 1
		<b>Ship To:</b>	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:** 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:** Burns,Debra A

Line-Sch	Inventory Item ID - Line Description	Class/Item	Quantity	UOM	PO Price	Extended Amt	Due Date
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FY24 CLASS ITEM 450-41  
BLANKET PURCHASE ORDER  
TERM: September 1, 2023 through June 30, 2024  
ITEMS TO BE ORDERED ON AS NEEDED BASIS FOR THE FACILITY  
TXMAS CONTRACT NON COMPETITIVE  
Terrell State Hospital-Maintenance - Goods-Service: Hardware On-Site Service Parts and Supplies  
SCOR Division: 19 State operated facilities

\*\*\*DO NOT PROCESS ORDERS PRIOR TO 09/01/2023\*\*\*

No Capital Purchases-Small Equipment-Appliances-Parts Only

SHIPPING INSTRUCTIONS: DO NOT SHIP until notified by Agency Contact.

FREIGHT: F.O.B. Destination Freight Prepaid Allowed

DELIVERY PER FACILITY REQUEST: #3-5 Days After Receipt of PO

Delivery hours are from 8:00-11:30 AM and 1:00-4:30 PM Monday - Friday except designated State Holidays

AGENCY CONTACT:  
Contract Manager: Stephany VanBolden 972-551-8563 stephany.vanbolden@hhs.texas.gov  
SME Agency Contact: Tammy Langford 972-551-8975 tammy.langford@hhs.texas.gov  
Lead Contact: Mendy Long 972-551-8448 mendy.long@hhs.texas.gov

MAIL TO INFORMATION: 5030  
BUILDING: WAREHOUSE, #682  
CONTACT: Tammy Langford  
PHONE 972-551-8975 FAX 972-551-8812  
Email TAMMY.LANGFORD@HHS.TEXAS.GOV

VENDORS EMAIL INVOICES TO: dshs.tshbusinessoffice@dshs.texas.gov  
PO BILL TO INFORMATION:  
TERRELL STATE HOSPITAL  
ATTN: ACCOUNTING OFFICE  
PO Box 70 / 1200 EAST BRIN STREET  
TERRELL, TEXAS 75160  
CODE#: 3072  
Email: dshs.tshbusinessoffice@dshs.texas.gov

HHSC BUYER:

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Debra Burns, CTCD  
512-406-2564 Cell 832-818-3936  
Debra.Burns@hhs.texas.gov

**VENDOR:**  
VID 14109484155  
Vendor FASTENAL, LLC  
Address: 150 BUSINESS CIRCLE TERRELL, TEXAS 751 60-0029  
Contact: JOHN VALENTINE  
Phone: 972-563-2992 / 903-413-5100  
Email: TXTER@STORES.FASTENAL.COM

\*\*\*AMOUNT NOT TO EXCEED \$20,000.00 PER FY24 WITHOUT PRIOR APPROVAL\*\*\*  
TOTAL PROCURMENT NOT TO EXCEED \$50,000.00

TERMS NET 30

Quote FY24 SAMPLE PO PRICING ATTACHED

**PURCHASING METHOD:** CP/X  
Procurement methods were evaluated, and the best value is provided using the TXMAS contract.

Txmas Contract # TXMAS-18-51V07 NON-COMPETITIVE  
Term: 6/28/2018 End Date 6/30/2023  
Fed NASPO ValuePoint #8497  
Purchase Category Code(Agencies Only) PCC X  
Optional Renewal Terms July 1, 2023, through June 30, 2024  
Smartbuy PO #SPD EXEMPT

**REQUIREMENTS/LIMITATIONS:**  
Quantities may be increased or decreased upon need during the term of the PO.  
The quantities shown are estimates only and do not constitute a guarantee of purchase. Any quantities not ordered and received by August 31, 2024, will be considered cancelled.

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

FY24 Funding  
This PO is contingent upon the continued availability of lawful appropriations by the Texas Legislature.

Invoice per 34 TAC §20.487, amended effective May 1, 2022

Requisition #0000230236

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Note: Agency will not order products on this PO that are available from Workquest or Texas Correctional Industries. Agency will not order capital or controlled assets on this PO.  
This contract is for goods to be ordered as needed by Health and Human Services Commission (HHSC), Terrell State Hospital. HHSC does not commit to ordering specific quantities of goods or dollar amounts with respect to this contract.

The quantities are based on estimates of prior purchases and are estimates for evaluation purposes only and should not be construed as a minimum or maximum that the agency must order. HHSC shall be obligated to pay for only those goods actually ordered and received by the agency. Any funds not utilized by August 31 (the end of the fiscal year) will be automatically cancelled.

**Adding New Products to the Contract:**  
Following the contract award, additional products of the same general category that could have been encompassed in the award of this contract, and that are not already on the contract, may be added.

1-1	FY24BLANKET TERRELL SH GOODS-SERVICE HARDWARE SMALL TOOLS CONSUMABLE TERM 09/01/2023 - 06/30/2024	450-41	1.00	LOT	20000.00000	\$20,000.00	09/01/2023
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**Schedule Total**                     \$20,000.00

Goods-Service: Hardware On-Site Service Parts and Supplies

**Item Total for Line 1**                     \$20,000.00

**Total PO Amount** \$20,000.00

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.

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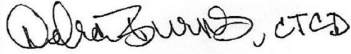
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<b>Authorized By</b> 	<b>07/18/2023</b>
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