

# Health and Human Services Commission

## Purchase Order

Dispatch via Print

|  |  |                             |  |
|--|--|-----------------------------|--|
| <b>Payment Terms</b><br>Net 30   | <b>Freight Terms</b><br>Special - See Instructions | <b>Ship Via</b><br>BEST WAY | <b>Purchase Order</b><br><b>HHSTX-4-0000322434</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><br>09/01/23  |
| <b>All shipments, shipping papers, invoices, and correspondence must be identified with our Purchase Order Number.</b>   |  |                             | <b>Revision</b><br>Page<br>1   |
|  |  |                             | <b>Ship To:</b><br>4514 - Waco:3501 N 19th St<br>DEPARTMENT OF STATE HEALTH SERVICES<br>3501 N 19th St<br>Waco TX 76708<br>United States |

**Vendor:** 1453153734 9  
AIRGAS USA LLC  
PO BOX 734671  
DALLAS TX 75373-0000  
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:** Burns,Debra A

| Line-Sch | Inventory Item ID - Line Description | Class/Item | Quantity | UOM | PO Price | Extended Amt | Due Date |
|----------|--------------------------------------|------------|----------|-----|----------|--------------|----------|
|----------|--------------------------------------|------------|----------|-----|----------|--------------|----------|

FY24 CLASS ITEM 430-92 895-70  
BLANKET PURCHASE ORDER  
TERM: September 1, 2023 through August 31, 2024  
TEMS TO BE ORDERED-ON AS NEEDED BASIS FOR THE FACILITY  
Waco Center For Youth - Maintenance - GOODS-Gas Tank Welding Supplies  
SCOR Division: 19 State operated facilities

No Capital Purchases-Small Equipment-Appliances-Parts Only

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

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

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

DELIVERY PER FACILITY REQUEST: - FACILITY PERSONNEL PICK-UP ITEMS FROM LOCAL STORE

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

AGENCY CONTACT:  
Lead Contact: Zuri Lopez 254.745.5301 [Zurisaddai.Lopez@hhs.texas.gov](mailto:Zurisaddai.Lopez@hhs.texas.gov)  
Contract Manager: Valerie Cashner 254.562.1389 [valerie.cashner2@hhs.texas.gov](mailto:valerie.cashner2@hhs.texas.gov)  
Shipping Code: 4514

Billing Code: 6483  
\*\*VENDORS SEND INVOICES VIA EMAIL TO [718Accounting@hhs.texas.gov](mailto:718Accounting@hhs.texas.gov) \*\*

HHSC BUYER:  
Debra Burns, CTCD  
512-406-2564 Cell 832-818-3936  
[Debra.Burns@hhs.texas.gov](mailto:Debra.Burns@hhs.texas.gov)

VENDOR:  
VID: 14531537349  
Contractor: AIRGAS USA LLC  
Contact Name: Kevin Loy  
Email: [Kevin.loy@airgas.com](mailto:Kevin.loy@airgas.com)  
Phone: (512) 993-0602  
Alternate Contact Name: Mark McCulloch  
Alternate Email: [mark.mcculloch@airgas.com](mailto:mark.mcculloch@airgas.com)  
Alternate Phone: (737) 207-0938

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**Purchaser:** Burns, Debra A

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|----------|--------------------------------------|------------|----------|-----|----------|--------------|----------|

LOCAL STORE ADDRESS 1101 Clay Ave, Waco, TX 76706

\*\*\*AMOUNT NOT TO EXCEED \$2,000.00 PER FY24 WITHOUT APPROVAL\*\*\*

TERMS NET 30

Quote #FY24 SAMPLE PO PRICING

PURCHASING METHOD: SP/E

Purchase not to exceed \$10,000.00. Rule 34 Texas Administrative Code § 20.41 - Delegated Purchases

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 0000227105

Note: Agency will not order products on this PO that are available from Workquest, Texas Correctional Industries or DIR. 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), Waco Center For Youth. 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 WCY-GOODS<br>EXCHANGE Refill Oxygen Gases | 430-92 | 1.00 | LOT | 500.00000 | \$500.00 | 09/01/2023 |
|-----|---|--------|------|-----|-----------|----------|------------|

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|---|---|------------|----------|-----|------------|--------------|------------|
| TERM 09/01/2023 - 08/31/2024  |   |            |          |     |            |              |            |
| <b>Schedule Total</b>   |   |            |          |     |            | \$500.00     |            |
| <b>Item Total for Line 1</b>  |   |            |          |     |            | \$500.00     |            |
| 2-1   | FY24BLANKET WCY-GOODS<br>EXCHANGE Cylinders-Tanks TERM<br>09/01/2023 - 08/31/2024 | 430-92     | 1.00     | LOT | 500.00000  | \$500.00     | 09/01/2023 |
| <b>Schedule Total</b>   |   |            |          |     |            | \$500.00     |            |
| <b>Item Total for Line 2</b>  |   |            |          |     |            | \$500.00     |            |
| 3-1   | FY24BLANKET WCY-Goods Welding<br>Supplies TERM 09/01/2023 -<br>08/31/2024         | 895-70     | 1.00     | LOT | 1000.00000 | \$1,000.00   | 09/01/2023 |
| <b>Schedule Total</b>   |   |            |          |     |            | \$1,000.00   |            |
| Gloves, welding hoods, eye protection and hand grinders for WCY Plant Maintenance |   |            |          |     |            |              |            |
| <b>Item Total for Line 3</b>  |   |            |          |     |            | \$1,000.00   |            |
| <b>Total PO Amount</b>  |   |            |          |     |            | \$2,000.00   |            |

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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Authorized By

*Debra Zwick, CTAS*

07/19/2023