

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-4-0000323977
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 0281 - Beaumont:350 Pine St Flr 9 HEALTH & HUMAN SERVICES COMMISSION 350 Pine St Flr 9 Beaumont TX 77701 United States
			Page 1

Vendor: 1741976051 1
WORKQUEST
1011 E 53RD 1/2 ST
AUSTIN TX 787511703
United States

Bill To: Invoice-HHSC Reg 05 ; Administ
HEALTH & HUMAN SERVICES COMMISSION
350 Pine St Flr 9
Beaumont TX 77701
United States

Fax: 409/951-3209
Email: Reg05_Admin_Services@hpsc.state.tx.us

Purchaser: Coleman,Rosetta V 512/406-2677

Line-Sch	Inventory Item ID - Line Description	Class/Item	Quantity	UOM	PO Price	Extended Amt	Due Date
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FY24 funding
EX/0 Texas Government Code § 2155.441
Requisition xxx
PO Service Dates 09/01/2023 to 08-31-2024

Contract 962-S1
Contract Term: 9/1/2021 to 11/30/2026

Services are to be delivered and invoiced after September 1,2023

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.

Vendor contact
1749760511

WorkQuest, Inc.

Name: Abby Monk
Phone: 512-451-8145
Email: amonk@workquesttx.com

Austin Task, Inc. (ATI)
ATI Rep: Brian OConner
Phone: 512389-3333

Agency contact

Name: Shelia Adamson
Phone: (409) 730-4011
Email: Shelia.Adamson@hhs.texas.gov

PCS contact: Rosetta Coleman, CTCM, CTCD
Phone number: (512)-406-2677
Email address: rosetta.coleman03@hhs.texas.gov

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Line-Sch	Inventory Item ID - Line Description	Class/Item	Quantity	UOM	PO Price	Extended Amt	Due Date
	R05-FY24 Shredding Service - Various Offices						
					Schedule Total	\$30,000.00	
					Item Total for Line 1	\$30,000.00	
2-1	R05-"FY24 Shredding On-site Hard Drive and Media - Various Offices"	962-27	1.00	LOT	800.00000	\$800.00	09/01/2023
					Schedule Total	\$800.00	
					Item Total for Line 2	\$800.00	
					Total PO Amount	\$30,800.00	

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

Rosetta Coleman, CTCM, CTCO

08/01/2023