

# Health and Human Services Commission

## Purchase Order

Dispatch via Print

<b>Payment Terms</b> Net 30	<b>Freight Terms</b> N/A, Service, Pick up, etc.	<b>Ship Via</b> NONE	<b>Purchase Order</b> <b>HHSTX-4-0000324100</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> 2401 - Monahans:110 West B St HEALTH & HUMAN SERVICES COMMISSION 110 West B St Monahans TX 79756 United States
			<b>Page</b> 1

**Vendor:** 7000996400 1  
NORMA SALAZAR  
300 S GEORGIA ST  
MONAHANS TX 797566805  
United States

**Bill To:** Invoice-HHSC Region 2/9, Commu  
HEALTH & HUMAN SERVICES COMMISSION  
4601 S 1st St  
PO Box 521  
Abilene TX 79605  
United States

**Email:** Reg02\_Admin\_Services@hhs.texas.gov

**Purchaser:** De La Rosa, Heather M

Line-Sch	Inventory Item ID - Line Description	Class/Item	Quantity	UOM	PO Price	Extended Amt	Due Date
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FY24 Funding PO

PO Expires 8/31/24

Region 29 Building Lease

TGC CHAPTER 2167. LEASE OF SPACE FOR STATE AGENCIES

HHSC/PCS CONTACT: Heather De La Rosa

EMAIL: heather.delarosa@hhs.texas.gov

Contract Manager: BEVERLY SCHRAEDER PHONE: 325-795-5618 FAX: 325-795-5612

EMAIL: Beverly.schraeder@hhs.texas.gov

Superuser/Requester: MARY OCON PHONE: 325-795-5619 FAX: 325-795-5612

EMAIL: mary.ocon@hhs.texas.gov

PM/PCC: EX/0

Requisition: 232167

1-1	FY24 LEASE RENEWAL - LEASE #6754 - MONAHANS, 110 WEST B	971-45	1.00	LOT	39127.44000	\$39,127.44	08/31/2023
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**Schedule Total**                     \$39,127.44

Lease Term: 02/01/1991 -01/31/2026  
Renewal period: 09/01/2023 - 08/31/2024  
HHSTX-3-0000296467

**Item Total for Line 1**                     \$39,127.44

**Total PO Amount** \$39,127.44

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<b>All shipments, shipping papers, invoices, and correspondence must be identified with our Purchase Order Number.</b>			<b>Revision</b> 2
			<b>Ship To:</b> 2401 - Monahans:110 West B St HEALTH & HUMAN SERVICES COMMISSION 110 West B St Monahans TX 79756 United States

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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.

**Authorized By**

*Guia Chapa CTES, CTM*

**08/22/2023**