

# 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-4-0000325844</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> Page 1
			<b>Ship To:</b> 5884 - Denton:3980 State School Rd HEALTH & HUMAN SERVICES COMMISSION 3980 State School Rd PO Box 368 Denton TX 76210 United States

**Vendor:** 1815067007 5  
DENTON AUTO GLASS LLC  
DBA DONE RIGHT AUTO GLASS  
10005 CHERRY HILL LN  
PROVIDENCE VILLAGE TX 762278551  
United States

**Bill To:** Terrell SH Whse  
HEALTH & HUMAN SERVICES COMMISSION  
1200 E Brin  
PO Box 70  
Terrell TX 75160  
United States

**Email:** DSHS.TSHBusinessOffice@dshs.texas.gov

**Purchaser:** Hanna, Mary Beth

Line-Sch	Inventory Item ID - Line Description	Class/Item	Quantity	UOM	PO Price	Extended Amt	Due Date
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FY24 funding  
OM/Q  
Requisition 230862 - Solicitation 230862  
PO Service Dates 09/01/2023 to 08/31/2024

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

Awarded from Informal IFB No. 230862

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.

Vendor Contact: DONE RIGHT AUTO GLASS  
Vendor Contact: Ben Rachel Northcutt  
Vendor Contact Phone: Cell 940-381 -0800  
Vendor Contact Email: northtexaslicker@yahoo.com

Contract Manager: Tausha Ellis  
Contract manager phone: 972-551-8430  
Contract manager email: tausha.ellis@hhs.texas.gov

Regional Contract Manager: Stephany Vanbolden  
Regional CM Phone: 972-551-8563  
Regional CM Email: stephany.vanbolden@hhs.texas.gov

SME Agency Contact: Sha Jones  
SME Agency Contact phone: 940-591-3543  
SME Agency Contact email: Shawana.Jones@hhs.texas.gov

PCS contact  
Mary Beth Hanna, CTCD, CTCM  
512-406-2544  
MaryBeth.Hanna@hhs.texas.gov

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F2200 / FY24 / SERVICE / DONE  
RIGHT AUTO GLASS / TPO  
REQUEST

**Schedule Total**                     \$24,999.99

**Item Total for Line 1**                     \$24,999.99

**Total PO Amount**                     \$24,999.99

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.

<b>Authorized By</b>  <i>Mary Beth Hanna, GCDS, CTM</i>	<b>08/14/2023</b>
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