

# Health and Human Services Commission

## Purchase Order

Dispatch via Print

<b>Payment Terms</b> Net 30	<b>Freight Terms</b> FOB Dest. Prepaid & Add	<b>Ship Via</b> BEST WAY	<b>Purchase Order</b> <b>HHSTX-4-0000339330</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> 02/23/24
<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> T132 - Arlington: 1200 E Copeland R HEALTH & HUMAN SERVICES COMMISSION 1200 E Copeland Rd PO Box 200697 Ste 310 Arlington TX 76011 USA

**Vendor:** 1943419039 3  
4IMPRINT CORPORATE PROGRAMS LLC  
101 COMMERCE ST  
OSHKOSH WI 549014864  
USA

**Bill To:** Invoice-HHSC Accounting  
HEALTH & HUMAN SERVICES COMMISSION  
4601 W Guadalupe St  
Austin TX 78751  
USA

**Fax:** 512/424-6901  
**Email:** HHSC\_AP@hhsc.state.tx.us

**Exempt Reason:** N/A

**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 037-52 966-42 962-86  
SCORHHSC Division Regulatory-Services-(proposed)  
SHIPPING INSTRUCTIONS: Ship according to the DUE DATES specified on the PO.

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

DELIVERY: 5-15 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:  
\*\*\*PACKING LIST REQUIRED TO SHOW PO NUMBER AND ATTN CONTACT INFO \*\*\*  
SHIP TO ATTN Vickie Polk (817) 792-4539 vickie.polk@hhs.texas.gov  
WAREHOUSE DELIVERY  
Ship to Attn: Vickie Po k  
1200 E. Copeland Rd.Ste. 400 Arlington, Tx 76011

Accounts Payable contact information  
Mail Invoices:  
4601 W. Guadalupe St. Austin, Tx 78751  
Fax: 512-424-6901  
EMAIL HHSC Invoices: HHSC\_AP@hhsc.state.tx.us-Correct

HHSC BUYER:  
Debra Burns, CTPM  
Direct: 512) 406-2564 CELL [REDACTED]  
Debra.Burns@hhs.texas.gov

VENDOR:  
VID 1943419039  
VENDOR 4IMPRINT CORPORATE PROGRAMS LLC  
CONTACT Kimberly Machmueller  
PHONE 866-213-1639  
EMAIL kmachmueller@4imprint.com

TERMS NET 30

QUOTE 26661650 \*\*\*PROOF REQUIRED\*\*\*  
Art On File: previous order 24703706-2 Date: 3/22/2023

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Note pricing per requisition did not match quote Quote included a discount per line (which made decimal over 3 place). Unit Pricing not indicated on quote after discount applied.  
Pricing still does not match quote  
Given quantities, amount PO is within 0.20 of quote

PURCHASING METHOD: SP/E  
Not to Exceed \$10,000.00

REQUIREMENTS/LIMITATIONS:  
This PO is contingent upon the continued availability of lawful appropriations by the Texas Legislature. FY2024 funding.

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

Requisition 0000255575

1-1	Tote Fun IMPRINTED White LOGO Black-Black Screen Item 105488-S	037-52	800.00	EA	3.26500	\$2,612.00	03/08/2024
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**Schedule Total**                     \$2,612.00

24-HOUR NOT REQUIRED  
600D polyester, Handles Dual 26" length, Zippered closure to main compartment, Front slip pocket, Side mesh pocket, Split ring to the base of handle Size 14" H x 14" W x 5" D  
Artwork Instructions Imprint  
Colors: White Imprint  
Location: Front Pocket  
Product Color (Base, Trim) Black,Black  
Art On File: previous order 24703706-2 Date: 3/22/2023 These items will be used during the annual Pathway to Quality Care Conference held on April 6, 2024. The items will be used with the participants during the conference.

Most efficient cost - Cost is lower than items through Texas Smart Buy.. The lanyards and pens are re-orders and do not require a new setup fee.

4Imprint Quote attached. Quote includes coupon of 10% discount for each item, resulting in total of \$3825.52 instead of 4214.97. An increased savings of \$389.45.

**Item Total for Line 1**                     \$2,612.00

2-1	Fee Setup Charge 24HR Fun Tote per Quote	966-42	1.00	LOT	45.00000	\$45.00	03/08/2024
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**Purchaser:** Burns, Debra A

Line-Sch	Inventory Item ID - Line Description	Class/Item	Quantity	UOM	PO Price	Extended Amt	Due Date
<b>Schedule Total</b>						\$45.00	
<b>Item Total for Line 2</b>						\$45.00	
3-1	Freight-Shipping Fun Tote per Quote	962-86	1.00	LOT	291.65000	\$291.65	03/08/2024
<b>Schedule Total</b>						\$291.65	
<b>Item Total for Line 3</b>						\$291.65	
4-1	Lanyard Polyester Imprinted Pantone Blue LOGO 3/4 Metal Bulldog Clip Color White-Silver Item 111559-34-MBD	037-52	650.00	EA	1.00800	\$655.20	03/08/2024
<b>Schedule Total</b>						\$655.20	
<p>Size 32" L x 3/4" W                      Artwork Instructions                      Imprint Colors: Pantone Reflex Blue C                      Imprint Location: Front - Left Right Product Color (Base, Trim): White, Silver                      Art On File: previous order 24703706-2 Date: 3/22/2023 These items will be used during the annual Pathway to Quality Care Conference held on April 6, 2024. The items will be used with the participants during the conference.</p> <p>Most efficient cost - Cost is lower than items through Texas Smart Buy.. The lanyards and pens are re-orders and do not require a new setup fee.</p> <p>4Imprint Quote attached. Quote includes coupon of 10% discount for each item, resulting in total of \$3825.52 instead of 4214.97. An increased savings of \$389.45.</p>							
<b>Item Total for Line 4</b>						\$655.20	
5-1	Freight-Shipping Lanyard	962-86	1.00	LOT	12.26000	\$12.26	03/08/2024
<b>Schedule Total</b>						\$12.26	
<b>Item Total for Line 5</b>						\$12.26	
6-1		037-52	650.00	EA	.29700	\$193.05	03/08/2024

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**Exempt Reason:** N/A

**Purchaser:** Burns, Debra A

Line-Sch	Inventory Item ID - Line Description	Class/Item	Quantity	UOM	PO Price	Extended Amt	Due Date
	Pen Translucent Javelin Imprinted White LOGO Med Pt Blue Ink Sapphire Blue Item 6551-T						
<b>Schedule Total</b>						\$193.05	
	plastic barrel, Pearlized accent, Retractable Artwork Instructions Imprint Colors: White Imprint Location: Barrel - Diagonal From Clip Product Color (Base, Trim) Translucent Sapphire Blue, Gray Art On File: previous order 24703706-2 Date: 3/22/2023						
<b>Item Total for Line 6</b>						\$193.05	
7-1	Freight-Shipping Pens per Quote	962-86	1.00	LOT	16.56000	\$16.56	03/08/2024
<b>Schedule Total</b>						\$16.56	
<b>Item Total for Line 7</b>						\$16.56	
<b>Total PO Amount</b>						\$3,825.72	

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**

**02/23/2024**