

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-4-0000340199
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 03/06/24
All shipments, shipping papers, invoices, and correspondence must be identified with our Purchase Order Number.			Revision Page 1
			Ship To: 6694 - Austin:1111 W North Loop HEALTH & HUMAN SERVICES COMMISSION 1111 W North Loop Austin TX 78756 United States

Vendor: 1841307530 2
PROSCI INC
2950 E HARMONY RD SUITE 130
FORT COLLINS CO 805285112
United States

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

Fax: 512/424-6901
Email: HHSC_AP@hhsc.state.tx.us

Exempt Reason: N/A

Purchaser: Augustus,Wendlyn Denett

Line-Sch	Inventory Item ID - Line Description	Class/Item	Quantity	UOM	PO Price	Extended Amt	Due Date
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FY24 funding
SP/E
Requisition 256623 - Pricing Per Quote: 8,500.00

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.

Change Management Certification for 2 of SIPI staff
Regina Garza 04/16/2024
Jane Yi 04/30/2024

Justify request: Staff works with people in various departments and leadership roles. This certification in change management will help staff learn the tools and improve skills to effectively work with various stakeholders and how to implement change in a positive way.

Request Amount: 8500
Training start date: 2024-04-16
Training end date: 2024-04-30

Vendor contact
1841307530
Prosci Inc
970-203-9332

generalinquiry@prosci.com
register@prosci.com

2950 E. Harmony Road, Suite 150
Fort Collins, CO
80528, USA

Agency contact
Veronica Vargas
512-407-3271
veronica.vargas02@hhs.texas.gov

PCS contact
Wendlyn Augustus
wendlyn.augustus@hhs.texas.gov

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1-1	Change Managment Certification	924-16	1.00	EA	8500.00000	\$8,500.00	03/18/2024
Schedule Total						\$8,500.00	
Item Total for Line 1						\$8,500.00	
Total PO Amount						\$8,500.00	

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

Wendlyn Augustus, CTCB

03/06/2024