

# Department of State Health Services

## Purchase Order

Dispatch via Print

|  |   |                             |   |
|--|---|-----------------------------|---|
| <b>Payment Terms</b><br>Net 30   | <b>Freight Terms</b><br>Prepaid & Allow | <b>Ship Via</b><br>BEST WAY | <b>Purchase Order</b><br><b>HHSTX-4-0000341320</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><br>03/19/24   |
| <b>All shipments, shipping papers, invoices, and correspondence must be identified with our Purchase Order Number.</b>   |   |                             | <b>Revision</b><br>1  |
|  |   |                             | <b>Ship To:</b><br>4546 - Austin:1100 W 49th St (DBGL)<br>DEPARTMENT OF STATE HEALTH SERVICES<br>1100 W 49th St (DBGL)<br>PO Box 149347<br>Austin TX 78756<br>United States |

**Vendor:** 1751015406 9  
POLLOCK INVESTMENTS INCORPORATED  
DBA POLLOCK PAPER DISTRIBUTORS  
PO BOX 671527  
DALLAS TX 752671527  
United States

**Bill To:** Invoice-DSHS Fiscal Claims  
DEPARTMENT OF STATE HEALTH SERVICES  
1100 W 49th St (RBB)  
PO Box 149347  
Austin TX 78756  
United States

**Fax:** 512/458-7442  
**Email:** invoices@dshs.texas.gov

**Exempt Reason:** N/A

**Purchaser:** Ogle, Tracie L

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

SHIPPING INSTRUCTIONS: Ship according to the DUE DATES specified on the PO.  
 FREIGHT: F.O.B. Destination Freight Prepaid Allowed  
 DELIVERY: 14 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  
 \*\*\*Confirmation Order-Do Not Duplicate\*\*\*

**AGENCY CONTACT:**  
Dene Thompson  
512 776-2457  
dene.thompson@dshs.texas.gov

Requester Name: Luciano Chavez  
 Requester Phone Number/Area Code: 512-776-2475  
 Requester E-mail Address: luciano.chavez2@dshs.texas.gov

**FOR DSHS INTERNAL DELIVERY INFO:**  
 Building: Laboratory L-114  
 Floor: 2nd, Room L-235  
 Contact: Luciano Chavez  
 Phone Number: 512-776-2475

**HHSC BUYER:**  
Tracie Ogle  
512-776-2326  
Tracie.ogle@hhs.texas.gov

**VENDOR:**  
Pollock Paper Distributors  
Contact Name: Susan Ritchie  
Phone: (972) 337-3681  
Email: Susan.Ritchie@Pollockpaper.Com

**PURCHASING METHOD:** CP/A  
 Procurement methods were evaluated, and the best value is provided using the TXMAS contract. Purchase made under the Authority of 2155.502 Development of Multiple Award Schedule.  
 TXMAS Contract: 640-A1  
 Term: 4/12/18 - 2/28/25  
 Smartbuy PO: 24118236

# Department of State Health Services

## Purchase Order

Dispatch via Print

|  |   |                             |   |
|--|---|-----------------------------|---|
| <b>Payment Terms</b><br>Net 30   | <b>Freight Terms</b><br>Prepaid & Allow | <b>Ship Via</b><br>BEST WAY | <b>Purchase Order</b><br><b>HHSTX-4-0000341320</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><br>03/19/24   |
| <b>All shipments, shipping papers, invoices, and correspondence must be identified with our Purchase Order Number.</b>   |   |                             | <b>Revision</b><br>Page<br>2  |
|  |   |                             | <b>Ship To:</b><br>4546 - Austin:1100 W 49th St (DBGL)<br>DEPARTMENT OF STATE HEALTH SERVICES<br>1100 W 49th St (DBGL)<br>PO Box 149347<br>Austin TX 78756<br>United States |

**Vendor:** 1751015406 9  
POLLOCK INVESTMENTS INCORPORATED  
DBA POLLOCK PAPER DISTRIBUTORS  
PO BOX 671527  
DALLAS TX 752671527  
United States

**Bill To:** Invoice-DSHS Fiscal Claims  
DEPARTMENT OF STATE HEALTH SERVICES  
1100 W 49th St (RBB)  
PO Box 149347  
Austin TX 78756  
United States

**Fax:** 512/458-7442  
**Email:** invoices@dshs.texas.gov

**Exempt Reason:** N/A

**Purchaser:** Ogle, Tracie L

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

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 0000260759

|                              |  |        |        |    |           |            |            |
|------------------------------|--|--------|--------|----|-----------|------------|------------|
| 1-1                          | CUPS, POLYSTYRENE,<br>TRANSLUCENT, 7 OUNCE   | 640-60 | 10.00  | CS | 101.80000 | \$1,018.00 | 04/02/2024 |
| <b>Schedule Total</b>        |  |        |        |    |           | \$1,018.00 |            |
| <b>Item Total for Line 1</b> |  |        |        |    |           | \$1,018.00 |            |
| 2-1                          | PAPER TOWELS, MULTI FOLD,<br>BROWN, 9.2 INCHES X 9.4 INCHES,<br>250 COUNT, 4000 PER CASE | 640-75 | 140.00 | CS | 26.75000  | \$3,745.00 | 04/02/2024 |
| <b>Schedule Total</b>        |  |        |        |    |           | \$3,745.00 |            |
| <b>Item Total for Line 2</b> |  |        |        |    |           | \$3,745.00 |            |
| <b>Total PO Amount</b>       |  |        |        |    |           | \$4,763.00 |            |

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.

# Department of State Health Services

## Purchase Order

Dispatch via Print

|  |   |                             |   |
|--|---|-----------------------------|---|
| <b>Payment Terms</b><br>Net 30   | <b>Freight Terms</b><br>Prepaid & Allow | <b>Ship Via</b><br>BEST WAY | <b>Purchase Order</b><br><b>HHSTX-4-0000341320</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><br>03/19/24   |
| <b>All shipments, shipping papers, invoices, and correspondence must be identified with our Purchase Order Number.</b>   |   |                             | <b>Revision</b><br><br><b>Page</b><br>3   |
|  |   |                             | <b>Ship To:</b><br>4546 - Austin:1100 W 49th St (DBGL)<br>DEPARTMENT OF STATE HEALTH SERVICES<br>1100 W 49th St (DBGL)<br>PO Box 149347<br>Austin TX 78756<br>United States |

**Vendor:** 17510154069  
POLLOCK INVESTMENTS INCORPORATED  
DBA POLLOCK PAPER DISTRIBUTORS  
PO BOX 671527  
DALLAS TX 752671527  
United States

**Bill To:** Invoice-DSHS Fiscal Claims  
DEPARTMENT OF STATE HEALTH SERVICES  
1100 W 49th St (RBB)  
PO Box 149347  
Austin TX 78756  
United States

**Fax:** 512/458-7442  
**Email:** invoices@dshs.texas.gov

Exempt Reason: N/A

**Purchaser:** Ogle, Tracie L

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

**Authorized By**  
*Tracie Ogle, (FC)*  
03/19/2024