

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-4-0000341714
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 03/25/24
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: 1742255055 2
DISPUTE RESOLUTION CENTER
5407 N IH 35 STE 410
AUSTIN TX 787232445
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: Manning, Charles

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 0000258287 - Pricing per Online Quote

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
Dispute Resolution Center
Rita Rancken
512-371-0033
rita@austindrc.org

Agency contact
Brenda Sneed
brenda.sneed01@hhs.texas.gov

PCS contact
Charles Manning
charles.manning@hhs.texas.gov

1-1	FY24 Mediation Training Dispute Resolution Center (DRC) 2 Registrations: Ford and Moreno	963-39	1.00	EA	1900.00000	\$1,900.00	03/25/2024
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Schedule Total \$1,900.00

3-4-2024 Dispute Resolution Center, 40-Hour Basic Mediation Online Training, April 17, 18, 19, 23, 24, 2024 Session for Karla Ford and Stacy Moreno. Payment requested prior to class start date. Total amount due \$950.00 each totaling \$1,900.00. Our Texas State Vendor # 17422550552000. Questions for DRC Contact Rita Rancken at 512-371-0033 or rita@austindrc.org. CRO POC: Brenda Sneed, Civil Rights Office, 701 W. 51st St, Suite 104, Austin, TX 78751, brenda.sneed01@hhs.texas.gov, (512) 436-2859

Item Total for Line 1 \$1,900.00

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Total PO Amount						\$1,900.00	

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.

<p>Authorized By</p> <p style="text-align: center;"><i>Charles Manning</i> CTCO</p>	<p>03/25/2024</p>
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