

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-5-0000342662
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 09/01/24
All shipments, shipping papers, invoices, and correspondence must be identified with our Purchase Order Number.			Revision 0125 - Grand Prairie:801 S State H HEALTH & HUMAN SERVICES COMMISSION 801 S State Highway 161 PO Box 532089 Grand Prairie TX 75051 United States
			Page 1

Vendor: 1752852923 7
DAVES HIGHWAY WRECKER SERVICE INC
1509 E MAIN ST
GRAND PRAIRIE TX 750506031
United States

Bill To: Invoice-HHSC Financial Service
HEALTH & HUMAN SERVICES COMMISSION
801 S State Highway 161
PO Box 532089
Grand Prairie TX 75051
United States

Fax: 972/337-6257
Email: Reg03_AP@hhsc.state.tx.us

Exempt Reason: N/A

Purchaser: Andrews, Kimberly 972/337-6254

Line-Sch	Inventory Item ID - Line Description	Class/Item	Quantity	UOM	PO Price	Extended Amt	Due Date
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FY25 funding ** Services AFTER 09/01/2024
PCC: SP/E
NIGP: 968-90
Requisition 0000263073

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 08-31-2025 are automatically canceled.

SCOPE: Provide 24/7 light, medium, and heavy duty towing and roadside services throughout the DFW/North Texas region and surrounding areas.

Region 03 Counties: Including, but not limited to Dallas, Tarrant, Fannin, Johnson, Navarro, Denton, Wise, Hunt, Kaufman, Collin, Palo Pinto, Rockwall, Grayson, Earth, Ellis, Parker, Cooke, and Hood.

APPLICABLE LAWS AND STANDARDS: The vendor shall provide the specified service requirements in accordance with all applicable federal, state and local laws, standards and regulations necessary to perform the services, including, but not limited to:

Title 14. Regulation of Motor Vehicles and Transportation, Subtitle A. Regulations Related to Motor Vehicles, Chapter 2308. Vehicle Towing and Booting.

Title 14. Regulations of Motor Vehicles and Transportation, Subtitle A. Regulations Related to Motor Vehicles, Chapter 2303. Vehicle Storage Facilities

KEY PERSONNEL QUALIFICATIONS: The respondent shall provide the following key personnel:

Light, medium, and heavy tow truck operator shall:

Have a valid state of Texas tow truck operators license.

Have a minimum of two years within the last four years experience as a tow truck operator.

VENDOR REQUIREMENTS: The vendor shall:

Adhere to the HHSC Terms and Conditions identified on the solicitation.

Provide a primary point of contact.

Provide a constantly monitored 24-hours a day, seven days per week telephone number to contact for services.

Have a licensed tow truck operator on call 24-hours.

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Respond verbally to the designated HHSC representative within (1) one hour of a service call being placed and have personnel/equipment en route within (2) two hours of service call being placed unless other arrangements are agreed to by the designated HHSC representative.

Have available licensed tow truck operators to respond to multiple requests for services at the same time, as requested by the designated HHSC representative.

KEY PERSONNEL REQUIREMENTS

Licensed tow truck operator:

Be responsible for all tow truck operations work/services to include the tow truck vehicle and vehicle(s) being towed.

Wear a clearly visible identifying name badge with the company logo or a uniform with the personnels name and company name or logo clearly marked on the uniform.

Present and maintain a neat appearance at all times when on HHSC property or responding to HHSC service calls.

Communicate both verbally and in writing in English.

SERVICE REQUIREMENTS: The vendor shall:

Obtain written approval from the designated HHSC representative for services requiring an Apprentice Plumber, Drain Cleaner or more than one Journeyman Plumber.

Have tow truck operator or representative contact the designated HHSC representative upon arrival at service location and have the designated HHSC representative log arrival and return times for service performed on the vendors service ticket.

Thoroughly examine and become familiar with the area/vehicle where services are to be performed, prior to commencing work, to ensure the service can be completed in an orderly and safe manner.

Cover the furnishings and floor area below plumbing located above the ceiling line and above a work area with tarps or plastic sheeting prior to commencing work.

Perform and complete all work required. In the event the work is not completed by the end of the business day, the Journeyman Plumber shall provide the designated HHSC representative in writing, the status of the work, reason for delay and the estimated completion date.

Obtain approval from the designated HHSC representative for all work and material required to correct any problems diagnosed by the vendor, prior to work being performed.

Clean all areas of scrap materials, dirt, dust, and debris generated in performance of the service at the time the service is provided and leave the work area clean and free of materials, debris, and vendor equipment to the satisfaction of the designated HHSC representative.

Remove from the building and dispose of all defective materials removed in the performance of the service and in strict accordance with all applicable

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rules, regulations, codes, laws, ordinances, statutes, etc.

Provide the following information on the service ticket:

Vehicle license plate number, make, model, and year.

Name and title of licensed tow truck operator(s) performing the work.

Number of hours worked for tow truck operator that provided services

HHSC representative name authorizing work.

Clean, repair or replace any damage caused by the vendor during the performance of the service, to the satisfaction of the designated HHSC representative, and at no additional cost to HHSC.

ADDITIONAL SERVICES: These are services not covered under the maintenance and repair services scope of work identified in the specification. Additional services shall cover only work as requested by the designated HHSC representative. The vendor shall provide a cost estimate that shall be approved in writing by the designated HHSC representative prior to any

UNSATISFACTORY PERFORMANCE: Unsatisfactory performance may result in a negative vendor performance report and cancellation of the purchase order. HHSC may consider the following performance by the vendor as unsatisfactory performance. An unsatisfactory performance determination includes, but is not limited to:

In excess of one service call back to correct the same problem within 30 consecutive days.

Vendor contact
Dave's Highway Wrecker Service
PHONE: 972-262-2000
FAX: 972-264-0556
daveshiway@yahoo.com

FY25 PO PERIOD: 09/01/24 - 08/31/25

LOCATION: T158 012-5 529 - DFPS/HHSC
ADDRESS: 801 S STATE HWY 161, GRAND PRAIRIE

CONTRACT MANAGER: MARTIN.BYRAM01@HHS.TEXAS.GOV / 972-337-6222
SUPERUSER: PATRICIA.ORTIZ@HHS.TEXAS.GOV / 972-337-6145
A/P CONTACT: CYNTHIA.JONES@HHS.TEXAS.GOV / 972-337-6244

PO BILL TO INFO:
HEALTH HUMAN SERVICES COMMISSION
PO BOX 532089

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GRAND PRAIRIE, TX 75053-2089
BILL-TO CODE: 0125

PCS Contact:
Kimberly Andrews, CTCD, CTCM
Purchaser VI- Services Department
Procurement and Contracting Services (PCS)
Teleworking-please call thru Microsoft
Office: 972-337-6254
Kimberly.Andrews@hhs.texas.gov

1-1	R03 FY25 TOWING SERVICES	968-90	1.00	LOT	5000.00000	\$5,000.00	09/01/2024
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Schedule Total \$5,000.00

Item Total for Line 1 \$5,000.00

Total PO Amount \$5,000.00

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 <i>Kimberly Andrews, CTCD</i>	04/04/2024
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