

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-5-0000342666
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 1
			Ship To: 1081 - Edinburg;2520 S Veterans Bl HEALTH & HUMAN SERVICES COMMISSION 2520 S Veterans Blvd PO Box 960 Edinburg TX 78539 United States

Vendor: 1741976051 1
WORKQUEST
1011 E 53RD 1/2 ST
AUSTIN TX 787511703
United States

Bill To: Invoice-HHSC-Adult Protective
HEALTH & HUMAN SERVICES COMMISSION
2520 S Veterans Blvd
PO Box 960
Edinburg TX 78539
United States

Fax: 956/316-8355
Email: reg11purchases@hhsc.state.tx.us

Exempt Reason: WORKQUEST MANAGED CP

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
EX/0 Texas Government Code § 2155.441
Requisition 0000264537
NIGP: 962-27

Pricing per Quote Contract Pricing Sheet
PO Service Dates 09/01/2024 to 08-31-2025

Contract 962-S1

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.

FY24 PO HHSTX-4-322144

Vendor Contact
VID 1741976051
Workquest
Rosa Valdez
Phone: 361-443-2995
Email: rvaldez@workquesttx.com

FY24 PO HHSTX-4-322144

All invoices must be mailed directly to the location below, invoices left on-site will not be accepted.

Forward copies of all contract correspondence to the contact and EndUser listed below.
Contract Manager: Rebecca Urlacher 361-878-3102, email: rebecca.urlacher@hhs.texas.gov
A/P Contact/Enduser: Hilda Flores 956-316-8226, email: hilda.flores@hhs.texas.gov

PO Bill To Info:
Health Human Services Commission
PO Box 960
Edinburg, TX 78540-0960

HHSC PCS Contact:
Kimberly Andrews, CTCD, CTCM
Purchaser VI- Services Department
Procurement and Contracting Services (PCS)

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All shipments, shipping papers, invoices, and correspondence must be identified with our Purchase Order Number.			Revision Page 2
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Teleworking-please call thru Microsoft
Office: 972-337-6254
Kimberly.Andrews@hhs.texas.gov

1-1	FY25 R11 Renewal Shredding Services PO HHSTX-4-322144	962-27	1.00	LOT	42508.44000	\$42,508.44	09/01/2024
Schedule Total						\$42,508.44	
Item Total for Line 1						\$42,508.44	
2-1	FY25 R11 Renewal Bulk Shredding Services PO HHSTX-4-322144	962-27	1.00	LOT	2000.00000	\$2,000.00	09/01/2024
Schedule Total						\$2,000.00	
Item Total for Line 2						\$2,000.00	
Total PO Amount						\$44,508.44	

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

Kimberly Andrews, CTED

04/04/2024