

Health and Human Services Commission

Purchase Order

Dispatch via Print

| | | | |
|--|---|-----------------------------|---|
| Payment Terms Net 30 | Freight Terms FOB Dest. Prepaid & Allowed | Ship Via BEST WAY | Purchase Order HHSTX-4-0000342672 |
| 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 04/04/24 |
| All shipments, shipping papers, invoices, and correspondence must be identified with our Purchase Order Number. | | | Revision Page 2 |
| | | | Ship To: 5605 - Wichita Falls:6515 Kemp Blv DEPARTMENT OF STATE HEALTH SERVICES 6515 Kemp Blvd PO Box 300 Wichita Falls TX 76308 United States |

Vendor: 1750372230 2
BEN E KEITH COMPANY
ATTN: ACCOUNTS PAYABLE
PO BOX 868
FORT WORTH TX 761010868
United States

Bill To: Terrell SH Whse
HEALTH & HUMAN SERVICES COMMISSION
1200 E Brin
PO Box 70
Terrell TX 75160
United States

Email: DSHS.TSHBusinessOffice@dshs.texas.gov

Exempt Reason: N/A

Purchaser: Hill, Geneva L 512/406-2463

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

Schedule Total \$5,000.00

For Local Purchases not covered on contract for the clients.

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

Geneva Hill CTC D

04/04/2024

**HEALTH AND HUMAN SERVICES
CONTRACT AFFIRMATIONS**

For purposes of these Contract Affirmations, HHS includes both the Health and Human Services Commission (HHSC) and the Department of State Health Services (DSHS). System Agency refers to HHSC, DSHS, or both, that will be a party to this Contract. These Contract Affirmations apply to all Contractors and Grantees (referred to as "Contractor") regardless of their business form (e.g., individual, partnership, corporation).





























































By entering into this Contract, Contractor affirms, without exception, understands, and agrees to comply with the following items through the life of the Contract:

1. **Contractor represents and warrants that these Contract Affirmations apply to Contractor and all of Contractor's principals, officers, directors, shareholders, partners, owners, agents, employees, subcontractors, independent contractors, and any other representatives who may provide services under, who have a financial interest in, or otherwise are interested in this Contract and any related Solicitation.**
2. **Complete and Accurate Information**
Contractor represents and warrants that all statements and information provided to HHS are current, complete, and accurate. This includes all statements and information in this Contract and any related Solicitation Response.
3. **Public Information Act**
Contractor understands that HHS will comply with the Texas Public Information Act (Chapter 552 of the Texas Government Code) as interpreted by judicial rulings and opinions of the Attorney General of the State of Texas. Information, documentation, and other material prepared and submitted in connection with this Contract or any related Solicitation may be subject to public disclosure pursuant to the Texas Public Information Act. In accordance with Section 2252.907 of the Texas Government Code, Contractor is required to make any information created or exchanged with the State pursuant to the Contract, and not otherwise excepted from disclosure under the Texas Public Information Act, available in a format that is accessible by the public at no additional charge to the State.
4. **Contracting Information Requirements**
Contractor represents and warrants that it will comply with the requirements of Section 552.372(a) of the Texas Government Code. Except as provided by Section 552.374(c) of the Texas Government Code, the requirements of Subchapter J (Additional Provisions Related to Contracting Information), Chapter 552 of the Government Code, may apply to the Contract and the Contractor agrees that the Contract can be terminated if the Contractor knowingly or intentionally fails to comply with a requirement of that subchapter.

Health and Human Services

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|---|--|---|-------------------|--------------------------|
|  | HUB Requirement Waived for FY24 Blankets.docx |  | March 30, 2023 | Flores,Blanca (HHSC) |
|  | Informal IFB Job Aid.docx |  | April 20, 2022 | Flores,Blanca (HHSC) |
|  | Informal Purchase Workflow.pdf |  | June 8, 2022 | Smith,Mignone (HHSC) |
|  | Inside Delivery & White Glove Chart_updated 7-5-22.pdf |  | July 12, 2022 | Smith,Mignone (HHSC) |
|  | Legal Entity Screening Guide.pdf |  | February 28, 2023 | Flores,Blanca (HHSC) |
|  | Lowe's Accounts_March 2024 Update.xlsx |  | March 19 | Jurkovskis,Amanda (HHSC) |
|  | Mapping Shared Drive Procedure.pdf |  | April 6, 2022 | Flores,Blanca (HHSC) |
|  | MIMS Req Process Notes.docx |  | February 28, 2023 | Flores,Blanca (HHSC) |
|  | MMCAP CORE LIST 7-10-2023 Henry Schein Price List (003).xlsx |  | July 10, 2023 | Martinez,Irene (HHSC) |
|  | MMCAP Medical and Dental Contacts.pdf |  | April 6, 2022 | Flores,Blanca (HHSC) |
|  | No Nexus Sample.pdf |  | April 6, 2022 | Flores,Blanca (HHSC) |
|  | OneDrive to SharePoint Migration.docx |  | February 8 | Flores,Blanca (HHSC) |
|  | Ordering Ice and Water .docx |  | January 12 | Woolverton,Joseph (HHSC) |

| | | | | |
|--|--|---|-------------------|-------------------------------|
| | Out of Office (OOO) Email Template.docx | | February 28, 2023 | Flores,Blanca (HHSC) |
| | PCS 137 IFB Goods Optional Clauses.docx | | February 7 | Flores,Blanca (HHSC) |
| | PCS 150-0GPO - GPO Purchase Checklist RE (03-28-2024).pdf | | 4 days ago | Woolverton,Joseph (HHSC) |
| | PCS 545 - Acquisition Plan Goods.docx | | June 7, 2023 | Flores,Blanca (HHSC) |
| | PCS Dashboard Job Aid.pdf | | June 22, 2022 | Flores,Blanca (HHSC) |
| | PCS FY23 Year End Processing for PCS Purchasers.docx | | June 22, 2022 | Martinez,Irene (HHSC) |
| | PCS FY24 Year End Processing Instructions.docx | | May 11, 2023 | Martinez,Irene (HHSC) |
| | PCS FY24 Year End Processing Instructions.pdf | | March 8, 2023 | Woolverton,Joseph (HHSC) |
| | PCS FY25 Year End Processing Instructions.docx | | March 21 | Martinez,Irene (HHSC) Martin |
| | PCS POA Form #446.xls | | July 8, 2022 | Smith,Mignone (HHSC) |
| | PCS_111_HHS_Ts_and_Cs_No_DUA_November_2023 v3.... ... | CA V2.3 and UTC V3.4 - Use for HHS and DSHS - Use for Spots, Informals IFBs and Contracts | November 20, 2023 | Flores,Blanca (HHSC) |
| | PCS_114_Informal_IFB_Template_Goods_V1.2_(09-13-2023).docx | | March 19 | Call,Julie (HHSC) |
| | pcs-procurement-contract-management-handbook (1).pdf | | March 8, 2023 | Woolverton,Joseph (HHSC) |
| | PO Header Comments Blankets.docx | | January 2 | Jurkovskis,Amanda (HHSC) |
| | PO Header Comments.docx | | March 14 | Martinez,Irene (HHSC) |
| | PO Line Details Guidelines.docx | | June 2, 2023 | Jurkovskis,Amanda (HHSC) |
| | PO Notification to Program Email Template.docx | | December 26, 2023 | Jurkovskis,Amanda (HHSC) |
| | PO Notification to Vendor Email Template.docx | | December 7, 2023 | Flores,Blanca (HHSC) |
| | PO Signature Certification Requirements.docx | | June 8, 2023 | Flores,Blanca (HHSC) |
| | Procurement File Checklist Training .pptx | | 4 days ago | Flores,Blanca (HHSC) |
| | Procurement Workflow .pdf | | April 6, 2022 | Flores,Blanca (HHSC) |
| | Procurements Vendor Checks Cheat Sheet (1).docx | | July 8, 2022 | Flores,Blanca (HHSC) |
| | Purchasing Acronyms.docx | | July 8, 2022 | Jurkovskis,Amanda (HHSC) |
| | Purchasing Efficiency Tips.docx | | May 9, 2023 | Flores,Blanca (HHSC) |
| | Purchasing Matrix.xlsx | | March 22, 2023 | Flores,Blanca (HHSC) |
| | Purchasing Tips.docx | | June 26, 2023 | Jurkovskis,Amanda (HHSC) |
| | Redacting Information From a PDF.pdf | | May 9, 2023 | Flores,Blanca (HHSC) |
| | Redacting Information From a PO.pdf | | March 14 | Flores,Blanca (HHSC) Martin |
| | Request For Quote Template.xlsx | | August 17, 2023 | Flores,Blanca (HHSC) |
| | Requesting Access to the PCS Tableau Dashboard.docx | | June 23, 2022 | Jurkovskis,Amanda (HHSC) |
| | Requisition Notification to Program Email Template.docx | | March 14 | Martinez,Irene (HHSC) |
| | Sales Representatives.xlsx | | March 19 | Jurkovskis,Amanda (HHSC) |

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|---|--|---|---|--------------------------|--------------------------|
|  | SAO Nepotism Disclosure Form Training 12-21-23.pptx |  | December 19, 2023 | Flores,Blanca (HHSC) | |
|  | SCOR Uploads Guide for Goods.docx |  | September 7, 2023 | Flores,Blanca (HHSC) | |
|  | Set Status Message in Teams.docx |  | August 19, 2022 | Flores,Blanca (HHSC) | |
|  | Settings for Dates and Times on Vendor Checks.pdf |  | February 28, 2023 | Flores,Blanca (HHSC) | |
|  | Ship To Warehouse Addresses.xlsx |  | March 14 | Call,Julie (HHSC) | |
|  | Shortage Tracking Procedures V.2.pdf |  | April 6, 2022 | Flores,Blanca (HHSC) | |
|  | Signatories for HHS and DSHS Special Purchases Authorized Designe... |  | December 1, 2023 | Woolverton,Joseph (HHSC) | |
|  | Signature Block Update for PALTS_after FYE_FY24.docx |  | September 7, 2023 | Flores,Blanca (HHSC) | |
|  | Skeleton Crew and Holidays Schedule.xlsx | | 6 days ago | Ogle,Tracie (HHSC) | |
|  | Solicitation Package for Phone Bids.docx |  | August 28, 2023 | Flores,Blanca (HHSC) | |
|  | Solicitations Optional Clauses.docx |  | January 31 | Flores,Blanca (HHSC) | |
|  | Spot Bid Fair Procedures.docx |  | October 10, 2022 | Smith,Mignone (HHSC) | |
|  | Spot Purchase Workflow.pdf |  | August 8, 2022 | Flores,Blanca (HHSC) | |
|  | SSLC & SH Physical Address.xlsx |  | September 13, 2022 | Jurkovskis,Amanda (HHSC) | |
|  | Standard Requisition Comments.docx |  | August 15, 2023 | Flores,Blanca (HHSC) | |
|  | State Holiday Schedule for Fiscal Year 2024.pdf |  | December 22, 2023 | Flores,Blanca (HHSC) | |
|  | TCI Mattress Waiver Exp 08-31-22.PDF |  | February 28, 2023 | Flores,Blanca (HHSC) | |
|  | TCI Waiver Request Form.pdf |  | April 6, 2022 | Flores,Blanca (HHSC) | |
|  | Texas SmartBuy and Required Term Contracts Overview.pdf |  | November 1, 2023 | Jurkovskis,Amanda (HHSC) | |
|  | TXMAS Offline Sales.docx | | June 2, 2023 | Jurkovskis,Amanda (HHSC) | |
|  | TxSmartBuySystemGuide-apr 2022.pdf |  | March 8, 2023 | Woolverton,Joseph (HHSC) | |
|  | Update AP-114.docx |  | June 15, 2023 | Martinez,Irene (HHSC) | |
|  | UTC_Affirmation_Under_DIR_CC_with_DUA_V.1_(03-22-23).pdf |  | UTCs for DIR Contract Purchases IT-I | June 15, 2023 | Jurkovskis,Amanda (HHSC) |
|  | UTC-I_5645INT_Interlocal_Uniform_Terms_and_Conditions_(06-29-22... |  | UTCs for Interagency including TCI DFPS | June 15, 2023 | Jurkovskis,Amanda (HHSC) |
|  | Vendor Checks - Top 60.xlsx |  | About an hour ago | Fowler,Desiree (HHSC) | |
|  | Vendor Screening Procedures.pdf |  | February 28, 2023 | Flores,Blanca (HHSC) | |
|  | Vendor Set Up and Updates Procedure.pdf |  | February 28, 2023 | Flores,Blanca (HHSC) | |
|  | W-9 Form Request for Taxpayer ID Number.pdf |  | April 6, 2022 | Flores,Blanca (HHSC) | |
|  | What to do with the "Over 25K reminder email".docx |  | June 8, 2023 | Jurkovskis,Amanda (HHSC) | |
|  | When to Cancel or Deny an Aging Requisition Email Template.docx |  | March 14 | Flores,Blanca (HHSC) | |
|  | WorkQuest and TCI ESBID Awards.xlsx | | June 8, 2023 | Rodriguez,Linda (HHSC) | |
|  | WorkQuest-Paper Price Breaks-For Customers_8-30-22.pdf | | October 7, 2022 | Jurkovskis,Amanda (HHSC) | |