

# Health and Human Services Commission

## Purchase Order

Dispatch via Print

<b>Payment Terms</b> Net 30	<b>Freight Terms</b> Prepaid & Allow	<b>Ship Via</b> BEST WAY	<b>Purchase Order</b> <b>HHSTX-4-0000342729</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> 04/04/24
<b>All shipments, shipping papers, invoices, and correspondence must be identified with our Purchase Order Number.</b>			<b>Revision</b> <b>Page</b> 1
			<b>Ship To:</b> 6694 - Austin:1111 W North Loop HEALTH & HUMAN SERVICES COMMISSION 1111 W North Loop Austin TX 78756 United States

**Vendor:** 1453328644 0  
AMAZON CAPITAL SERVICES INC  
PO BOX 35184  
SEATTLE WA 981245185  
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:** Ogle, Tracie L

Line-Sch	Inventory Item ID - Line Description	Class/Item	Quantity	UOM	PO Price	Extended Amt	Due Date
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SHIPPING INSTRUCTIONS: Ship according to the DUE DATES specified on the PO.

FREIGHT: F.O.B. Destination Freight Prepaid Allowed

DELIVERY: 1-3 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

AGENCY CONTACT:  
Camille Johnson  
Camille.Johnson@hhs.texas.gov

HHSC BUYER:  
Tracie Ogle, CTCD,CTCM  
512-776-2326  
Tracie.ogle@hhs.texas.gov

VENDOR:  
Amazon  
AMAZON WEB SER  
440 TERRY AVE N  
SEATTLE, WA 981095210  
United States

PURCHASING METHOD: SP/E  
Not to Exceed \$10,000.00

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: 0000262950

1-1	Design for How People Learn	715-10	5.00	EA	31.70000	\$158.50	04/08/2024
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<b>Schedule Total</b>	\$158.50
<b>Item Total for Line 1</b>	\$158.50

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**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
2-1	Unlocking Leadership Mindtraps: How to Thrive in Complexity 1st Edition	715-10	5.00	EA	13.42000	\$67.10	04/08/2024
<b>Schedule Total</b>						\$67.10	
<b>Item Total for Line 2</b>						\$67.10	
3-1	Map It: The hands on guide to strategic training design	715-10	6.00	EA	60.40000	\$362.40	04/08/2024
<b>Schedule Total</b>						\$362.40	
<b>Item Total for Line 3</b>						\$362.40	
4-1	The Secret of Teams	715-10	5.00	EA	23.83000	\$119.15	04/08/2024
<b>Schedule Total</b>						\$119.15	
<b>Item Total for Line 4</b>						\$119.15	
<b>Total PO Amount</b>						\$707.15	

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.

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**Authorized By**

*Tracie Ngk, CTCI*

**04/04/2024**