

Report ID:EBPO0055  
 Database: FSPRD  
 Prepared By: Graham,Mary Ann  
 Run Date: 8/6/2022 6:32 AM  
 Prompts: SetID:HHSTX  
 Bill/Ship SetID: HHSTX

**HHS Purchasing**  
**Contract Purchase Order**



Contract ID: HHS001258100001  
 Bill To: 0125

Supplier Loc: 000  
 Ship To: 0125

Contract Begin Date: <b>09/01/2022</b>	Contract End Date: <b>08/31/2023</b>	Contract PO Number: <b>HHS001258100001</b>	Status <b>I - A</b>	Entered Date <b>08/05/2022</b>
Maximum Contract PO Amount: HHS Agencies guarantee no minimum or maximum quantity for Contract Purchase Orders		<b>10000</b> Contract Manager:		

The State of Texas Agencies, including HHS Agencies, are exempt from all Federal Excise Taxes. The undersigned claims the State and City sales tax exemptions under Texas Tax Code, Section 141.309(4), for tangible goods and services. All subsequent shipments or releases shall be FOB Destination unless otherwise specified in the original solicitation. Additional ship and bill to locations identified in the original solicitation may be specified on a purchase order release referencing this contract.

**1741976051**  
**WORKQUEST**  
**1011 E 53RD 1/2 ST**  
**AUSTIN TX**  
**787511703**

**Primary Bill To: HEALTH & HUMAN SERVICES COMMISSION**  
**801 S State Highway 161**  
**PO Box 532089**  
**Grand Prairie TX**  
**75051**

**Primary Ship To: HEALTH & HUMAN SERVICES COMMISSION**  
**801 S State Highway 161**  
**PO Box 532089**  
**Grand Prairie TX**  
**75051**

EX/0  
 TGC 2155.138

Contract #HHS001258100001  
 Contract Term: 09/01/2022 to 08/31/2023  
 With two (2) one-year renewal options.  
 Renewal #1 Term: 09/01/2023 to 08/31/2024  
 Renewal #2 Term: 09/01/2024 to 08/31/2025

Janitorial Emergency As-Needed Services at HHSC Region 3 Locations.

Please be aware that DFPS is housed at this location and all janitorial employees are required to complete the DFPS Background Check requirements and be cleared by DFPS.

Services are to be performed in accordance with Scope of Work which has been provided to the Vendor.

The quantities are based on estimates of prior purchases and are estimates for evaluation purposes only and should not be construed as a minimum or maximum that the agency must order. HHSC shall be obligated to pay for only those goods actually ordered and received by the agency. Any funds not utilized by August 31 (the end of the fiscal year) will be automatically cancelled

FY23 PO Term: 09/01/22 to 08/31/23 HHSTX-3-0000297311 / Req 195597

PO Bill To Information:  
 Health and Human Services Commission  
 PO Box 532089  
 Grand Prairie, TX 75053-2089  
 BILL-TO CODE: 0125  
 A/P Contact: Cynthia.jones@HHS.Texas.gov / 972-337-6244

Vendor Contact: Erynn Harrison  
 Phone: 817-232-8881  
 E-mail: eharrison@workquest.com

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**Contract Purchase Order**



Contract ID: HHS001258100001  
 Bill To: 0125

Supplier Loc: 000  
 Ship To: 0125

Contract Manager: Andre Rubin  
 Phone: 972-337-6398  
 Email: andre.rubin@hhs.texas.gov

HHSC Purchasing Contact: Mary Ann Graham, CTCD  
 Phone: (512) 406-2487  
 Email: maryann.graham@hhs.texas.gov

Line Item	Line Item Description	Class	Max Ln Quantity	UoM	Unit Price	Max Line Amount
1	<b>FY23 Emergency Janitorial Services for Offices located in Region03</b>	910	1	LOT	10000	10000

All specifications, terms, and conditions set forth in the contractor's conforming solicitation response become a part of this Contract Purchase Order. Vendor guarantees goods and services delivered will meet or exceed specifications. No substitutions, over-shipments or cancellations are permitted without prior approval from the agency. If the vendor fails to deliver by promised delivery date or fails to meet advertised specifications, the agency reserves the right to purchase elsewhere and charge any increase in cost and handling to the contractor. The dispute resolution process provided for in Chapter 2260 of the Texas Government Code must be used by the agency and the Vendor to attempt to resolve all disputes arising under this contract.

\_\_\_\_ Releases against this Contract Purchase Order are done by issuing a Purchase Order release and require all shipments, invoices, and correspondence to be identified with the Purchase Order #.

\_\_\_\_ Releases against this Contract Purchase Order are to be done by HHS Purchaser or Contract Manager authorization and are to be identified by this Contract Purchase Order #.

**HHS Purchaser Signature:** Mary Ann Graham CTCD

**Date:** 08/06/2022      **Phone:** 512-406-2487