

# 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-3-0000308277</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> 01/13/23
<b>All shipments, shipping papers, invoices, and correspondence must be identified with our Purchase Order Number.</b>			<b>Revision</b> 2203 - Big Spring:1901 N Highway 8 HEALTH & HUMAN SERVICES COMMISSION 1901 N Highway 87 Big Spring TX 79720 United States
			<b>Page</b> 1

**Vendor:** 1756001827 1  
HOWARD COLLEGE  
3501 N US HIGHWAY 67  
SAN ANGELO TX 769054609  
United States

**Bill To:** Invoice - DADS  
HEALTH & HUMAN SERVICES COMMISSION  
2501 Maple St  
PO Box 451  
Abilene TX 79602  
United States

**Fax:** 325/795-3807  
**Email:** 710Accounting@hhsc.state.tx.us

**Purchaser:** Graham, Mary Ann 512/406-2487

Line-Sch	Inventory Item ID - Line Description	Class/Item	Quantity	UOM	PO Price	Extended Amt	Due Date
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FY23 Funding  
EX/0 TGC 771 Interagency Contracts  
Requisition 216411  
Pricing per Quote

PO Service Dates: 1/09/2023 to 08/31/2023

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 08/31/2023 are automatically canceled.

VENDORS SEND INVOICES VIA EMAIL TO  
710Accounting@hhsc.state.tx.us

PO BILL TO INFORMATION  
HHSC Health and Specialty Care System  
Abilene Regional Business Office  
Attn: Accounting Department  
PO Box 451  
Abilene, TX 79604  
CODE # 4507  
Email: 710accounting@hhsc.state.tx.us

Vendor Name: Howard College  
Vendor ID#: 1756001827  
Contact: Leah Gordon  
Address: 1001 Birdwell Lane Big Spring, TX 79720  
Phone: Office 432-264-5626; cell 432-268-9565  
Email: lgordon@howardcollege.edu

Program SME Name: Paula Shelbourne  
Lead Contact Email: paula.shelbourne@hhs.texas.gov  
Lead Contact Phone: 432-268-7640

Contract Manager Name: Donna Lee, CTCM  
Email: donna.lee@hhs.texas.gov  
Phone: 432-268-7975

FACILITY: BIG SPRING STATE HOSPITAL

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REQ NAME: FY23 Services-Jose Villagrana - BLS Instructor Renewal  
ITEM DESCRIPTION: FY23, CF6, F3B010  
SERVICES / PO REQUEST / \$100.00

SCOR Division: 19 HHSC - State Operated Facilities  
SCOR Other Subject: CF6-BSH: F3B010  
NPI Class: 924-77 UOM: SES ACCT: 724300 Program: F1430

PCS PLEASE CONTACT DONNA LEE, CONTRACT SPECIALIST FOR QUESTIONS

PCS contact:  
Mary Ann Graham  
512-406-2487  
Maryann.graham@hhs.texas.gov

1-1	BLS Instructor Renewal- Jose Villagrana	924-77	1.00	SES	100.00000	\$100.00	01/13/2023
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<b>Schedule Total</b>	\$100.00
<b>Item Total for Line 1</b>	\$100.00
<b>Total PO Amount</b>	\$100.00

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.

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**Authorized By**

Mary Ann Graham, CTPM

**01/13/2023**