

# 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-4-0000325927</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> 09/01/23
<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> 5009 - Vernon:4730 College Dr HEALTH & HUMAN SERVICES COMMISSION 4730 College Dr PO Box 2231 Vernon TX 76385 United States

**Vendor:** 1751942563 5  
SULLIVAN FUNERAL HOME INC  
OTIS PAUL SMITH PRESIDENT  
P O BOX 2044  
1801 HOUSTON ST  
VERNON TX 763845315  
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

**Purchaser:** Augustus,Wendlyn Denett

Line-Sch	Inventory Item ID - Line Description	Class/Item	Quantity	UOM	PO Price	Extended Amt	Due Date
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FY24 Funding  
EX/0 Legal Cite 2155.144; Client Purchase  
PO must not exceed \$10,000.00  
PO Amount: \$10,000.00  
Requisition 0000226847  
Pricing per Quote/email dated 09/1/2023 for FY24  
Rate: See Vendor's Fee Schedule

PO Service Dates: 09/1/2023-08/31/2024 no renewals

Client Services as needed:  
Funeral/Mortuary Services

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 and/or 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 08/31/2024 are automatically canceled.

Vendor Name: Sullivan's Funeral Home INC  
VIN# 1751942563  
Vendor Contact: Robert Webb  
Phone: 940-552-6234  
Email: sullivanfh@sbcglobal.net

For: Agency/Facility: HHSC/North Texas State Hospital (NTSH) /Vernon Campus

Facility Contract Manager:  
Drew Hardy, CTCM  
Phone: 940-552-4055  
Email: drew.hardy2@hhs.texas.gov

Facility SME Contact:  
Ann Valone  
Phone: 940-689-5500  
Email: jo.valone@hhs.texas.gov

PCS Contact:  
Wendlyn Augustus  
Email: wendlyn.augustus@hhs.texas.gov

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Funeral services for NTSB clients, Requesting a TPO  
Vendor Send Invoice VIA Email to: jo.valone@hhs.texas.gov  
PO Bill TO Information: North Texas State Hospital  
ATTN: Reimbursement  
P.O. BOX 2231  
4730 College Dr.  
Vernon, Texas 76384  
Code # 3068  
Email: NTH.AccountsPayable@hhsc.state.tx.us

1-1	FY24, Services, CF9, SULLIVAN FUNERAL HOME INC, TPO, F3E010	952-64	1.00	LOT	10000.00000	\$10,000.00	09/01/2023
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**Schedule Total**           \$10,000.00

Line 1 information: To provide burial and funereal services to clients.

Quote attached

**Item Total for Line 1**           \$10,000.00

**Total PO Amount** \$10,000.00

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.

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Authorized By

Wendy August

08/15/2023