



CITY OF HOUSTON
HCD Purchasing Unit 3200

PO NUMBER MUST APPEAR ON ALL PAYMENT AND
DELIVERY CORRESPONDENCE

**POSSIBLE DUPLICATE COPY DO NOT DUPLICATE SHIPMENT
OR SERVICE**

PURCHASE ORDER

Vendor Address
Vendor Address Number 113193
ASKREPLY INC
DBA B2GNOW
725 W MCDOWELL RD
PHOENIX AZ 85007

Mail Invoice to
COH HOUSING & COMMUNITY DEV
FINANCIAL SERVICES SEC, ACCT PAY
P.O. Box 1562
HOUSTON TX 77251-1562

Information
Purchase Order Number/Date 4500296776-0 / 02/05/2019
CoH Vendor Number 109673
Page 1 of 2
Buyer's Name Lianshun Zhou S53
Buyer's Telephone Number 832-393-8721
Buyer's Fax Number 832-393-8758
Buyer's E-mail Address Lianshun.zhou@houstontx.gov

*CONFIRM RECEIPT AND ACCEPTANCE OF PURCHASE ORDER
TO BUYER'S E-MAIL ADDRESS*

Shipping Address HOUSING & COMMUNITY DEVELOPMENT
PROCUREMENT SERVICES
2100 TRAVIS, 9TH FLOOR
HOUSTON TX 77002
USA

Terms of payment : Pay net 30 w/o deduction Currency USD

Shipping Terms FOB(Free on board) /DESTINATION

Our reference: 2018-0557

Your reference: H28785

DIR-TSO-4212 EXP 8/21/2024
Reference Diversity Management System Proposal for HCDD on Date February 5,2019
Vendor Contact: Ayanna Lawrence 602-325-9277 EXT.282

COH Contact: Chrystal Boyce 832-394-6130
Clarence Moton 832-394-6212

Item	Quantity	UM	Material # / Description	Unit Cost	Extended Cost
10	1.00	AU	92004 APPLICATIONS SOFTWARE Diversity Management System	13,200.00 / AU	13,200.00
			Release Order against contract 4600015218 Item 08380		
	Gross Price		USD 1 AU	1.000	13,200.00
			13,200.00		
			Expected value of unplanned services:	13,200.00	
			Delivery Date: 06/30/2019		
20	1.00	AU	92004 APPLICATIONS SOFTWARE	13,200.00 / AU	13,200.00



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PURCHASE ORDER

PO number/date 4500296776 -0 / 02/05/2019 Page 2 of 2

Item	Quantity	UM	Material # / Description	Unit Cost	Extended Cost
			Diversity Management System		
			Release Order against contract 4600015218 Item 08380		
	Gross Price		USD 1 AU		13,200.00
			13,200.00	1.000	
			Expected value of unplanned services: 13,200.00		
			Delivery Date: 06/30/2019		
30	1.00	AU		13,200.00 / AU	13,200.00
			92004 APPLICATIONS SOFTWARE		
			Diversity Management System		
			Release Order against contract 4600015218 Item 08380		
	Gross Price		USD 1 AU		13,200.00
			13,200.00	1.000	
			Expected value of unplanned services: 13,200.00		
			Delivery Date: 06/30/2019		
Total ****				USD	39,600.00

The Terms and Conditions specified on <http://purchasing.houstontx.gov> will apply.

I hereby certify a certificate of the necessity of this expenditure is on file in this department.

I hereby certify that the expenditure for the above goods has been duly authorized and appropriated and that sufficient funds are available to liquidate same.

Debra Turner Mayor *Jerry Adams* Chief Procurement Officer *Cliff Brown* Controller



**City of Houston
Finance - Strategic Procurement Division**

Request to Purchase from Cooperative/Interlocal

General Information	Date: 01/22/2019
Unit/Department: HCD/3200	Phone No. 832.394.6212
Contact Name: Clarence Moton	Email. Clarence.moton@hooustontx.gov

Vendor Information	Requisition No.
Name: B2G Now	Purchase Order No.
Address: 725 West McDowell Road Phoenix, AZ 85007	Contract No. 4600015218

Description. Please provide a description of the goods or services required, the duration or frequency of the requirement, and where will the services or goods be delivered. Attach documents/information as appropriate.

As a direct recipient of funds that trigger Section 3 requirements, responsibilities require ongoing monitoring and reporting of project activities related to numerical goals, amounts paid to contractors and awards to certified businesses and residents. Utilizing system features capable of tracking contractors' participation towards goal achievement, annual/quarterly reporting data and electronic application submission creates a more reliable and accurate monitoring and reporting system. Capabilities include tracking Section 3 numerical goals, monitoring Section 3 Business Concerns participation and tracking Section 3 application submittals. Compliance audit summaries are also available, that details participation credits, payments to contractors, contract amounts, NAIC codes and contact information.

Type of Request. Please select one of the options below.

Interlocal Name of Government Entity _____

Cooperative Name of Coop. Org. DIR TSO-4210

Reason: Attach back up information as appropriate

Competitive Price

One-time Need

Other, explain why benefit to the city: _____

Department Recommendation	
Requestor: Chrystal Boyce	Date: 01/22/19
Department Director: <i>Ruth W. Bynum</i>	Date: <i>1/22/19</i>

Chief Procurement Officer's Approval	
Signature:	Date:

Diversity Management System Proposal

1. Certification Management System

Modules & Services

	Setup	Annual	
• Baseline System & Vendor Management module (required)	\$4,950	\$4,950	
• Certification Management	\$9,900	\$4,950	up to 200 certified firms
• Online Application	\$9,900	\$4,950	up to 200 applicants
Total	\$24,750	\$14,850	one-time per year

Setup includes

- Project kick-off & planning session
- Comprehensive project management
- Baseline system configuration
- Activation and configuration of included modules
- Accounts set up for all staff users
- Customized notification templates
- Configuration of login portal
- Staff training

Annual Support & Service

- B2Gnow hosted & managed technology infrastructure
- Software licenses and system maintenance
- 24/7 unlimited access to the B2Gnow system
- Unlimited staff and vendor accounts in system
- Access to all system upgrades and enhancements
- Access to all standard reports and ad-hoc tool
- Phone and email support for staff
- First level email support for vendors
- Up-to-date quick guides, training manuals, online help
- Unlimited online staff and vendor training (as available)
- System configuration updates and annual system review

2. Additional Capacity, Additional Modules and Optional Services

Additional Module Capacity

	Setup	Annual	
• Certification Management		\$4,950	per 200 certified firms
• Online Application		\$4,950	per 200 applicants

Additional Modules

	Setup	Annual	
• Online Vendor Registration - Prequalification, Bidder Registration, etc.	\$4,950	\$4,950	per 200 active registrants
• Utilization Plan module	\$4,950	\$4,950	up to 200 plan sets
• Goal Setting Module	\$4,950	\$4,950	per 200 contract specific goals
• Online Vendor Registration - Prequalification, Bidder Registration, etc.	\$4,950	\$4,950	per 200 active registrants
• Insurance Management	\$4,950	\$4,950	per 500 risk certificates
• Spend Analysis (lower expenditure tracking, t.E. PO and P card purchases)	\$9,900	\$4,950	per 10,000 payment records
• Outreach & Event Management module	\$4,950	\$4,950	up to 100 campaigns/events
• Concessions Module	\$4,950	\$4,950	up to 100 locations
• Separate local government system for separate compliance tracking	\$9,900	\$9,900	
• Prevailing Wage/Certified Payroll	\$9,900	\$16,000	up to \$50 million in construction
		\$21,000	up to \$100 million in construction
		\$27,000	up to \$200 million in construction
		\$34,000	up to \$300 million in construction
		\$40,000	up to \$400 million in construction
		\$47,000	up to \$500 million in construction
		\$53,000	up to \$750 million in construction
		\$60,000	up to \$1 billion in construction
		\$68,000	up to \$2 billion in construction

Optional Services

• Additional standard interfaces for data import (per record type)	\$5,950	one-time + \$1,000 per year maintenance
• Interfaces for data export (per record type)	\$5,950	one-time + \$1,000 per year maintenance
• Migration of existing active vendor data	\$7,500	up to 10,000 active vendor records
• Migration of current certified directory (DBE, MBE, WBE, SBE)	\$10,000	one-time
• Single Sign-on for staff users	\$10,000	one-time + \$1,000 per year maintenance up to 2,000 certification records
• Specialized Onsite Training (after go-live)	\$1,500	per day plus travel at cost
• Outbound fax service for system	\$1,500	per year
• Program Consulting	\$300	per hour
• Development (Custom Reporting, System Customizations)	\$150	per hour
• Data Entry	\$75	per hour
• Additional Onsite Travel	At cost	

3. Terms

- Pricing is effective for 60 days from proposal date.
- Setup is invoiced 50% at kick-off and 50% upon module completion.
- Annual fee is invoiced upon contract start date and annually thereafter.
- Annual fee escalation per year limited to maximum of 3%.
- Additional services are Invoice Net 30 upon delivery.
- Travel and other out-of-pocket expenses are invoiced Net 30 at actual cost.

4. Contact

Ayanna Lawrence
 Account Director, B2Gnow
 ayanna.lawrence@b2gnow.com
 (802) 326-9277 Ext 282

Moton, Clarence - HCD

From: Adams, Jerry - FIN
Sent: Thursday, January 31, 2019 12:32 PM
To: Shah, Ketan - FIN
Subject: FW: B2G Now Justifications - 10258531
Attachments: Diversity Management System Proposal.pdf; RE: B2G Now Justifications

Approved

From: Shah, Ketan - FIN
Sent: Tuesday, January 29, 2019 9:17 AM
To: Adams, Jerry - FIN <Jerry.Adams@houston.tx.gov>
Subject: FW: B2G Now Justifications - 10258531

Jerry

Vendor: B2G/Ask Reply, Inc.

Current DIR Purchase requirement: \$39,600.00

Cooperative/interlocal Contract: DIR

Remark: PR 10258531 -- line 10

Code	Description	Processor	Stat
R1	Cost Center Approval	MARY OWENS	✓
R2	Grants Mgr Approval	MARY OWENS	✓
R3	Dept IT Approval	RENEE ASKEW	✓
R5	Division Approval	TYWANA RHONE	✓
R6	DPU Approval	TYWANA RHONE	✓
R7	ITD Advocate Approval	RENEE ASKEW	✓

For your review and approval please.

Ketan

From: Moton, Clarence - HCD
Sent: Wednesday, January 23, 2019 11:05 AM
To: Shah, Ketan - FIN <Ketan.Shah@houstontx.gov>
Cc: Rhone, Tywana - HCD <Tywana.Rhone@houstontx.gov>
Subject: B2G Now Justifications

Hello Ketan,

Feel free to review the attached Cooperative Justification Forms to procure services from B2GNow /Ask Reply for Mr. Adams approval.

Thank you,
Clarence Moton
832-394-6212



**City of Houston
Finance - Strategic Procurement Division**

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General Information	Date: 01/22/2019
Unit/Department: HCD/3200	Phone No. 832.394.6212
Contact Name: Clarence Moton	Email. Clarence.moton@houston.tx.gov

Vendor Information	Requisition No.
Name: B2G Now	Purchase Order No.
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Cooperative Name of Coop. Org. ~~DIR TSO-4210~~ DIR-TSO-4212
CPM 2/5/19

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One-time Need

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Department Recommendation	
Requestor: Chrystal Boyce	Date: 01/22/19
Department Director: <i>Keith W. Bynum</i>	Date: <u>1/22/19</u>

Chief Procurement Officer's Approval	
Signature: _____	Date: _____

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4. Contact

Ayanna Lawrence
 Account Director, B2Gnow
 ayanna.lawrence@b2gnow.com
 (602) 325-9277 Ext 282

Zhou, Lianshun - FIN

From: Moton, Clarence - HCD
Sent: Wednesday, June 8, 2022 11:18 AM
To: Zhou, Lianshun - FIN
Cc: Rhone, Tywana - HCD; Johnson, Timothy - HCD
Subject: RE: 4500371013-0

Good morning Lian,

Please reduce PO #4500371013 from \$60,775.12 to \$60,775.00. Adjust line28 on item 10 by .12.
The correct amount of the invoice is \$60,775.00.
Please accept my apology for the oversight.

Thank you,
Clarence Moton
Senior Procurement Specialist.
832-394-6212

-----Original Message-----

From: LIANSHUN ZHOU <LIANSHUN.ZHOU@HOUSTONTX.GOV>
Sent: Tuesday, June 7, 2022 3:47 PM
To: Moton, Clarence - HCD <Clarence.Moton@houstontx.gov>
Subject: 4500371013-0

[Message Came from Outside the City of Houston Mail System]

4500371013-0