



**CITY OF HOUSTON**  
HCD Purchasing Unit 3200

PO NUMBER MUST APPEAR ON ALL PAYMENT AND  
DELIVERY CORRESPONDENCE

# PURCHASE ORDER

**Vendor Address**  
Vendor Address Number 153941  
SQ ENVIRONMENTAL LLC  
3614 MONTROSE UNIT 907  
HOUSTON TX 77006  
USA

**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 4500342150-0 / 02/22/2021  
CoH Vendor Number 153941  
Page 1 of 1  
Buyer's Name Clarence Moton 454  
Buyer's Telephone Number 832-394-6212  
Buyer's Fax Number  
Buyer's E-mail Address clarence.moton@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

**Your person responsible:** SUSAN LITHERLAND

| Item                             | Quantity | UM | Material # / Description   | Unit Cost      | Extended Cost        |
|----------------------------------|----------|----|--|----------------|----------------------|
| 10                               | 1.00     | AU | 91843 ENVIRONMENTAL CONSUL<br>Environmental Services<br>Environmental Site Assessments for various acquisition projects.<br>Refer to Bid No: 103792. | 50,000.00 / AU | 50,000.00            |
| Gross Price                      |          |    | 50,000.00 USD  | 1 AU           | 50,000.00            |
|                                  |          |    | Expected value of unplanned services:  | 50,000.00      |                      |
| <b>Delivery Date:</b> 02/22/2021 |          |    |  |                |                      |
| <b>Total ****</b>                |          |    |  |                | <b>USD 50,000.00</b> |

**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.

*Suzanne Turner* Mayor  
*Jimmy Adams* Chief Procurement Officer  
*Clarence Moton* Controller