



CITY OF HOUSTON
HCD Purchasing Unit 3200

PO NUMBER MUST APPEAR ON ALL PAYMENT AND
DELIVERY CORRESPONDENCE

PURCHASE ORDER

Vendor Address
Vendor Address Number 135492
SURVEYMONKEY INC
101 LYTTON AVE
PALO ALTO CA 94301
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 4500338093-0 / 12/08/2020
CoH Vendor Number 135492
Page 1 of 2
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: M COURTNEY

| Item | Quantity | UM | Material # / Description | Unit Cost | Extended Cost |
|---------------------------------------|----------|----|--|----------------|---------------|
| 10 | 1.00 | AU | 91871 IT CONSULTING HEDP Online Application The HCDD Economic Development Division is engaging SurveyMonkey to design and host the virtual platform for the Harvey Economic Development Program's (HEDP) electronic application. The platform will host applications for the HEDP and allow the HEDP to do reporting necessary to meet its requirements with the GLO and HUD. Refer to RFQ 6000093247.(11/04/2020) | 10,000.00 / AU | 10,000.00 |
| Gross Price | | | 10,000.00 USD | 1 AU | 10,000.00 |
| Expected value of unplanned services: | | | 10,000.00 | | |
| Delivery Date: 01/08/2021 | | | | | |



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| | | |
|-------------------|------------|------------------|
| Total **** | USD | 10,000.00 |
|-------------------|------------|------------------|

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.

Handwritten signature of Sylvester Turner.

Mayor

Handwritten signature of Jerry Adams.

Chief Procurement Officer

Handwritten signature of C. B. Brown.

Controller