



CITY OF HOUSTON
HCD Purchasing Unit 3200

PO NUMBER MUST APPEAR ON ALL PAYMENT AND
DELIVERY CORRESPONDENCE

PURCHASE ORDER

Vendor Address
Vendor Address Number 158502
WEEBBLE SERVICES LLC
2700 POST OAK BLVD FL 21
HOUSTON TX 77056
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 4500320638-0 / 03/17/2020
CoH Vendor Number 158502
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: FRANCISCO PERNALETE

Item	Quantity	UM	Material # / Description	Unit Cost	Extended Cost
10	1.00	AU	91027 GARBAGE/TRASH Debris Removal Services - 9314 Richland	1,992.00 / AU	1,992.00
	Gross Price		1,992.00 USD 1 AU	1.000	1,992.00
			Expected value of unplanned services: 1,992.00		
Delivery Date: 03/17/2020					
Total ****					USD 1,992.00

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.

Supervisor Turner *Jerry Adams* *Clarence Moton*

Mayor **Chief Procurement Officer** **Controller**



PROCUREMENT REQUEST FORM



Note: The Procurement Request form is to solicit quotes through an informal (Small Purchase) bid process for Procurement transactions \$100,000 or less using Federal Funds (2 CFR 200.318) and \$3,000 to 49,000 using non-Federal funds (COH AP 5-8, Executive Order 1.14). Signature of this document is still required.
 * Required Fields [must be completed]



Description of Purchase *	Debris Removal Service	HCDD Division: *	Disaster Recovery
Deadline Date of Request: *	2/17/2020	Purchase Type: *	Service Under <50K
Requester Name: *	Guillory, Latisha	Created:	2/4/2020
Requester Phone Number: *	832-394-6331		

Brief Description of Scope of Work for Goods/Services:

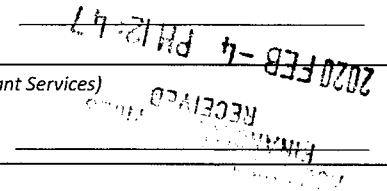
Immediate debris removal is needed for Homeowners with the Disaster Recovery Harvey HoAP Program.

Note: Please allow a minimum of three (3) days for bid responses.

FINANCE USE ONLY	PROCUREMENT USE ONLY
Fund Number: 5030 Funding Source: DR-HARVEY Cost Center: 3200030002 G/L Account: 522430 Business Area: 3200 Internal Order: BH3200077-19 BFY: FY2020 Grant: 32000077-2019 Funds Reservation: Funds Approval Mgr: Justification of Need for Goods/Services	Status: Pending Purchase Order No#: Name of Vendor: 158502 Date Processed: Date Received: Total Amount: \$1992.00 Procurement Staff Priority: Notify Department: Procurement Notes: NIGP Code: 990-60 BID NUMBER - I 03110

Requestors Signature: <i>Latisha Guillory</i> Date: 2-4-2020	Supervising Manager (Purchase under \$5,000) Manager: Date:
Buyer's Signature: <i>Clarence Motor</i> Date: 2/15/2020	Funds Approval Signature: <i>M. Ows</i> Date: 3/17/2020
Procurement DPU Signature: <i>Iyanna L. Rene</i> Date: 3/17/2020	(Purchase over \$5,000) CFO Signature: _____ Date:
(Purchase over \$5,000) Assistant or Deputy Director: <i>Kath W. Cynam</i> Date: 2/4/2020	Director Signature (Only Consultant Services) Director or Designee: Date:

Attachments



WEEBBLE



JUNK REMOVAL
& HAULING

ESTIMATE

Weebble Junk Removal & Hauling
2700 Post Oak Blvd Floor 21
Houston, TX 77056, USA
info@weebblejunk.com
(888) 997-4768

Estimate # 103-1
Date Wed Mar 11 2020
Total 2115.50

Prepared For:

Clarence Moton CITY OF HOUSTON
9314 Richland Drive
Houston, Texas 77078
(832) 394-6212
Clarence.moton@houstontx.gov

Description	QTY	Price	Amount
Full truckload This load size is the equivalent to about 8 regular pickup truck load worth of items. This price includes labor, loading, transporting and disposal.	3.00	499.00	1497.00
Labor Labor (every hour)	5.00	99.00	495.00
		Sub total	1992.00
		Tax	123.50
		Tax Rate	8.250%
		Total	2115.50

I hereby certify that the service will be performed on a firm fixed price, as well as the load size indicated on this quote. Any additional or unscheduled services to be provided by Weebble Junk Removal & Hauling outside of the statement of work must be agreed upon in writing and signed by the customer.

TERMS OF PAYMENT

Credit cards will be charged upon completion of the job. (Invoicing is only limited to Business or Commercial accounts with a Net 30).

All accounts due upon receipt unless credit has been established, then accounts will be due in 15 days. Overdue accounts will be subject to 1.5% interest per month (18% annum). Returned checks are subject to \$25 service fee. As owner, agent or tenant of the above location, I hereby authorized the above work and agree to make payments specified and acknowledge.

PROHIBITED MATERIALS

Customer Materials shall not include any personal property that may result in the violation of any law or regulation of any governmental authority, including, without limitation, all laws and regulations relating to hazardous materials, waste disposal and other environmental matters ("Prohibited Materials"). For purposes of this Agreement, "Hazardous Materials" shall include but not limited to any hazardous or toxic chemical, gas, liquid, substance, material or waste that is or becomes regulated under any applicable local, state or federal law or regulation.

We do NOT accept the following items period. They will be left behind. Please dispose of properly.

Food, Yard & Building Waste

- Bricks & Rebar
- Cement
- Chemicals
- Compost
- Construction Debris
- Dirt
- Food of any kind
- Plants & Trees
- Yard Waste

Dangerous Materials

- Asbestos
- Ammunition
- Biological or Bio-Hazardous Waste
- Explosives
- High Pressure Cylinders
- Medical Waste
- Radioactive Materials
- Sharps or Syringes

Flammable Products

- CO2 Cartridges
- Diesel Fuel
- Fire Extinguishers
- Gas / Oil Mix
- Helium Tanks
- Home Heating Oil
- Kerosine
- Lighter Fluid
- Propane Tanks

LIABILITY RELEASE PROPERTY

The following items are not covered under the terms of our General liability policy:

Water damage: Weebble Junk Removal & Hauling is not responsible for damages arising from the disconnection or reconnection of appliances such as but not limited to washers, dryers, refrigerators, and ice makers.

Damage to driveways, adjacent landscaping, trees, surroundings, sprinkler systems, water mains, or utility lines: If you do not feel comfortable with this condition, we can park on the street; however, this may increase the time it takes to complete your project and may incur additional charges.

Wall Damage: Weebble Junk Removal & Hauling is not liable for damage done to customers goods, hallways,

stairwells, or corridors when there's not more than 8" clearance of both sides of the largest item being removed.

Soiling or discoloring of carpet or other floor covering caused by any of the following: Leaks or spillage from any plants, furniture, appliances, or other office machines that occur during normal handling, mud or dirt being tracked onto flooring due to moody or wet conditions.

Attic damage: Weebble Junk Removal & Hauling is not liable for any damage done to customer's attic, while performing our service.

Weebble Junk Removal & Hauling liability for lost or damaged items while performing the junk removal service is limited to \$.60 per pound per article.

Weebble Junk Removal & Hauling liability is limited to \$100.00 for damage to floors, walls, doors, and painted surfaces or property.

Weebble Junk Removal & Hauling liability is limited to a total of \$500 per job which includes damage to any items and property.

Weebble Junk Removal & Hauling may use dollies to facilitate removal of appliances, etc., and damage that may result to soft floors, such as, but not limited to, indentation, scuff marks, etc., are not the responsibility of Weebble Junk Removal & Hauling.

Weebble Junk Removal & Hauling will not remove grand & baby grand pianos unless they are placed outside the house by the time we arrived to the service address.

Weebble Junk Removal & Hauling will not do anything that we feel is unsafe.

HAZARDOUS OR UNCOMMON MOVING SITUATIONS

Weebble Junk Removal & Hauling is not liable for any damage to items or surroundings as a result of a particular customer request. These items are will be included on the work order description section

DAMAGE PROTOCOL

Both Parties will make a best effort to comply with the following time-frames. It is understood that both parties will work to mitigate each other's liability the best they can.

Customer will notify Weebble Junk Removal & Hauling of any damages thought to be due to Weebble Junk Removal & Hauling between 24 hours of a completed job.

Customer requires that we have a chance to review damages and accept or contest damages within the following 48 hours.

Weebble Junk removal & Hauling will have the opportunity to provide a 3rd party quote on damages within 7 days of notifications to Weebble Junk removal & Hauling.

If damages are accepted by Weebble Junk removal & Hauling, Weebble Junk removal & Hauling will work with the customer to quickly resolve the damage as soon as possible and as reasonably as possible.

UNCONTESTED DAMAGE

If Weebble Junk Removal & Hauling causes damages we will immediately notify customer of the damage.

Weebble Junk Removal & Hauling Community Manager will initiate and interact with the customer to resolve damages.

NOTICES AND COMPLAINTS

To resolve a complaint regarding the Service, You should contact Our Customer Service Department by email

at info@weebblejunk.com

JUNK REMOVAL SERVICES

Weebble Junk Removal & Hauling agrees to collect and remove from Customer's home, office or other designated location the items described either on the Work Order or items to be removed discussed verbally.

I agreed to release Weebble Junk Removal & Hauling from any liability pertaining to and in accordance with the conditions listed on this document.

Thank You For Your Business