



**CITY OF HOUSTON**  
HCD Purchasing Unit 3200

PO NUMBER MUST APPEAR ON ALL PAYMENT AND  
DELIVERY CORRESPONDENCE

# Change to 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 4500321634-1 / 04/01/2020  
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 3102 Florida St. Debris Removal Services Estimate #152-1	1,457.00 / AU	1,457.00
	Gross Price		1,457.00 USD 1 AU	1.000	1,457.00
*** Description changed ***					
<b>Delivery Date:</b> 04/01/2020					
<b>Total ****</b>					<b>USD 1,457.00</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.

*Supervisor Turner* *Jerry Adams* *Clarence Moton*

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

FINANCE USE ONLY		PROCUREMENT USE ONLY	
Fund Number:		Status:	Pending
Funding Source:		Purchase Order No#:	
Cost Center:		Name of Vendor:	
G/L Account:		Date Processed:	
Business Area:		Date Received:	
Internal Order:		Total Amount:	\$1457
BFY:		Procurement Staff:	
Grant:		Priority:	
Funds Reservation:		Notify Department:	
Funds Approval Mgr:		Notify Department:	
Justification of Need for Goods/Services:	Procurement Notes:		
DocuSigned by: <i>Latisha Guillory</i>		DocuSigned by: <i>Jeffrey Swank</i>	
Requestors Signature: Date: 3/30/2020	561DF6ACA83340E...	Supervising Manager (Purchase under \$5,000) Manager: Date: 3/30/2020	A72A4F156E164GB
Buyer's Signature: Date:		Funds Approval Signature: Date:	<i>J Swank</i> 3/31/2020
Procurement DPU Signature: Date:		(Purchase over \$5,000) CFO Signature Date:	
(Purchase over \$5,000) Assistant or Deputy Director: Date		Director Signature (Only Consultant Services) Director or Designee: Date:	

Fund Number - 5030  
 Funding Source - DR-HARVEY  
 Cost Center - 3200030002  
 GL - 520159  
 Business Area - 3200  
 Internal Order - BH320077-19  
 Grant - 32000077-2019

**Certificate Of Completion**

Envelope Id: 8028BE2FB33841E588F52046EB97EAB3	Status: Completed
Subject: Junk Removal Procurement Request	
Source Envelope: 28C9167C953042838BC26BB8E100837D	
Document Pages: 1	Signatures: 1
Certificate Pages: 1	Initials: 0
AutoNav: Enabled	Envelope Originator:
Enveloped Stamping: Enabled	Latisha Guillory
Time Zone: (UTC-06:00) Central Time (US & Canada)	611 Walker St.
	HITS
	Houston, TX 77002
	Latisha.Guillory@houston.tx.gov
	IP Address: 70.130.68.167

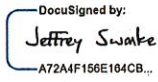
**Record Tracking**

Status: Original	Holder: Latisha Guillory	Location: DocuSign
3/30/2020 3:43:45 PM	Latisha.Guillory@houston.tx.gov	
Security Appliance Status: Connected	Pool: FedRamp	
Storage Appliance Status: Connected	Pool: City of Houston IT Services	Location: DocuSign

**Signer Events**

Jeffrey Swonke  
 Jeffrey.swonke@houston.tx.gov  
 City of Houston IT Services  
 Security Level: Email, Account Authentication (None)

**Signature**

DocuSigned by:  
  
 Jeffrey Swonke  
 A72A4F156E104CB...  
 Signature Adoption: Pre-selected Style  
 Using IP Address: 47.219.88.211

**Timestamp**

Sent: 3/30/2020 3:48:50 PM  
 Viewed: 3/30/2020 5:34:31 PM  
 Signed: 3/30/2020 5:34:41 PM

Electronic Record and Signature Disclosure:  
 Not Offered via DocuSign

In Person Signer Events	Signature	Timestamp
Editor Delivery Events	Status	Timestamp
Agent Delivery Events	Status	Timestamp
Intermediary Delivery Events	Status	Timestamp
Certified Delivery Events	Status	Timestamp
Carbon Copy Events	Status	Timestamp
Witness Events	Signature	Timestamp
Notary Events	Signature	Timestamp
Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	3/30/2020 3:48:50 PM
Certified Delivered	Security Checked	3/30/2020 5:34:31 PM
Signing Complete	Security Checked	3/30/2020 5:34:41 PM
Completed	Security Checked	3/30/2020 5:34:41 PM
Payment Events	Status	Timestamps

WEEBBLE



JUNK REMOVAL  
& HAULING

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

Estimate # 152-1  
Date Fri Mar 27 2020  
Total 1457.00

**Prepared For:**

Clarence Moton CITY OF HOUSTON  
3102 Florida Street  
Houston, Texas 77026  
(832) 394-6212  
Clarence.moton@houstontx.gov

Description	QTY	Price	Amount
<b>Full truckload</b> This load size is the equivalent to about 8 regular pickup truck load worth of items. This price includes labor, loading, transporting and disposal.	2.00	499.00	998.00
<b>3/4 Truck Load</b> This load size is the equivalent to about 6 regular pickup truck load worth of items. This price includes labor, loading, transporting and disposal.	1.00	459.00	459.00
		Sub total	1457.00
		Tax	0.00
		Tax Rate	0.000%
		Total	1457.00

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 bring 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](mailto: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**