



PORT OF HOUSTON AUTHORITY

KAREN ELAINE ROGERS  
HENDERSON + ROGERS, INC.  
2603 AUGUSTA, SUITE 800  
HOUSTON, TX 77057

JANUARY 31, 2014

**Re: Small Business Development Program Registration Renewal**

Dear Karen Elaine Rogers:

**CONGRATULATIONS!** Your application for enrollment in the Small Business Program as an approved Port of Houston Authority Small Business Enterprise (SBE) has been accepted. Your firm will be included in the electronic directory of small businesses. The directory is searchable and can be downloaded from the Port of Houston website from the following link:

<https://portofhouston.sbecompliance.com/FrontEnd/VendorSearchPublic.asp>.

Your firm will be designated as an approved Small Business Vendor in our VIS procurement system. Enrollment is valid as long as your certificate is valid with **City of Houston** expiring **1/31/2017** in the category of:

**PROFESSIONAL SERVICES**  
*ENGINEERING SERVICES*

Enrollment covers only the company that is listed in this letter and on the attached certificate. It does not cover any other company with which you may be associated.

If there are any changes regarding the information provided in the submission of the application to register for the Small Business Program, **you must immediately (within 30 days of such changes) notify the Small Business Department in writing and submit a new application form.** The Port of Houston Authority reserves the right to conduct a compliance review at any time to confirm eligibility. Enrollment in the Small Business Program participation may be suspended upon findings of ineligibility.

Please feel free to contact our **Certification Specialist, Priscilla Burroughs at 713-670-2418** if you have any questions or concerns in regards to your certification. You may visit our web-site at <http://vis.poha.com/vis/external/publicdef.asp> for the most recent postings of bid and proposal notices. Should you have any questions concerning policy and procedures of the Small Business Program, a hard copy can be downloaded from the Small Business page from the Port of Houston Authority web-site.

Sincerely,

A handwritten signature in black ink that reads 'Gilda Ramirez'.

Gilda Ramirez  
Managing Director, Community Outreach  
Enclosure

# **Henderson + Rogers, Inc.**

*is duly enrolled as a*

## ***Small Business Enterprise***

*in the Port of Houston Authority Small Business Program*

*Effective Date: 1/31/2014*

*Expiration Date: 1/31/2017*



*Brida Ramirez*

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Managing Director  
Community Outreach