

# PORT OF HOUSTON AUTHORITY



EXECUTIVE OFFICES: 111 EAST LOOP NORTH • HOUSTON, TEXAS 77029-4327  
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Gilda Ramirez  
Vice President,  
Small Business Development  
(713) 670-2590

April 13, 2010

Kelly Steinberg  
Xenco Laboratories  
(dba of B&A Laboratories)  
4143 Greenbriar Drive  
Stafford, TX 77477

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

Dear Kelly Steinberg:

Your renewal as an approved Port of Houston Authority Small Business Enterprise (SBE) has been accepted. Your firm will be included in our **Small Business Development Program Directory** and designated as an approved Small Business Vendor in our VIS system. The registration is valid as long as your certificate is valid with **METRO**, expiring **5/31/2011** in the category of:

**PROFESSIONAL SERVICES**  
**Testing Laboratories - Soil**  
**Testing Laboratories - Water**  
**Testing Laboratories - Sediment**

This registration 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.

The expiration date which appears on this registration letter and attached certificate will be superseded by your Small Business "graduation" date.

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

The Small Business Development Program's office is located at the Executive Office of the Port of Houston Authority at 111 East Loop North, Houston, Texas 77029. If you have any questions or concerns in regards to your certification, please contact our **Certification Specialist, Priscilla Burroughs at 713-670-2418**. To inquire about upcoming business opportunities, projects, pre-bid meetings and/or bid deadlines, please visit our web-site at [www.portofhouston.com](http://www.portofhouston.com). Should you have any questions concerning the Small Business Development Program Policy and Procedures, a hard copy can be downloaded from our web-site.

Sincerely,

A handwritten signature in cursive script that reads 'Gilda Ramirez'.

Gilda Ramirez  
Vice President Small Business Development  
Enclosure

# Port of Houston Authority

## Small Business Development Program

### *Xenco Laboratories* *(dba of B&A Laboratories)*

*is duly registered as a  
Small Business Enterprise*



*Effective Date: 4/13/2010  
Expiration Date: 5/31/2011*

*Gilda Ramirez*

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*Vice President Small Business Development*