



**Pay or Play Program  
Contractor/Subcontractor Quarterly Update**

The City of Houston contracting departments shall submit quarterly updates of the contracts affecting POP program. The quarterly update is due by the 10<sup>th</sup> day of the following month of each quarter. Reports should be submitted to City of Houston Office of Business Opportunity Division along with list of current POP contracts and details on the attached forms.

Department: \_\_\_\_\_ Division \_\_\_\_\_ (Circle) **1st/2<sup>nd</sup>/3<sup>rd</sup>/4<sup>th</sup> Quarter of 20** \_\_\_\_\_

<b>POP Quarterly Updates</b>								
Category	Prime Contracts				Sub-Contracts			
	Total Contracts As Of - - -	Additions Since Last Quarter	Deletions Since Last Quarter	Total Prime Contracts As Of - - -	Total Sub Contracts As Of - - -	Additions Since Last Quarter	Deletions Since Last Quarter	Total Sub Contracts As Of - - -
<b>Pay</b>								
<b>Play</b>								
<b>Both (Play and Pay)</b>								
<b>Exempt/waiver</b>								
<b>Total</b>								

**Department Signature:**

Update submitted by department's authorized representative:

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Phone Number

\_\_\_\_\_  
Date Submitted





Contract Number	Contract Description	Sub-Contractor	Indicate One, with 'X'				Total No. of Employees Impacted	Total Sub-Contract Value	Sub-Contract Value for the Department	Contract Award Date	Up to date Amount Paid to Sub-Contractor	Contract Close Out Date
			Pay?	Play?	Both	Exempt /Waiver						