



# CITY OF HOUSTON

Administration & Regulatory Affairs Department  
Strategic Purchasing Division (SPD)

## Interoffice

Correspondence

To: Kevin M. Coleman, C.P.M.  
Assistant Purchasing Agent

From: Richard Morris

Date: October 1, 2009

Subject: MWBE Participation Form

I am requesting a **waiver** of the MWBE Goal: Yes  No  Type of Solicitation: Bid  Proposal

I am **requesting** a MWBE goal below 11% (To be completed by SPD, and prior to advertisement): Yes  No

I am requesting a **revision** of the MWBE Goal: Yes  No  Original Goal: \_\_\_\_\_ New Goal: \_\_\_\_\_

If requesting a revision, how many solicitations were received: \_\_\_\_\_

Solicitation Number: L23398 Estimated Dollar Amount: \$750,000.00

Anticipated Advertisement Date: 9/10/2009 Solicitation Due Date: 10/15/2009

Goal On Last Contract: 0% Was Goal met: Yes  No

If goal was not met, what did the vendor achieve: \_\_\_\_\_

Name and Intent of this Solicitation:

Name - Inspection, Maintenance, Repairs and Testing Services on Self-Breathing Apparatus Units.  
The scope of work requires the contractor to perform preventive and remedial maintenance; monthly, quarterly, semi-annual and annual inspections, and testing on breathing apparatus air units. These units are used by firefighters to insure that the breathing air during fires is suitable for human respiration. The contractor will also be required to provide annual fit and flow testing on breathing air masks and air packs.

Rationale for requesting a Waiver or Revision (Zero percent goal or revision after advertisement):  
(To be completed by SPD)

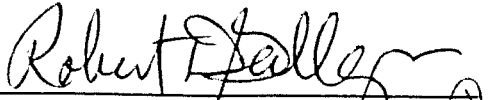
It is recommended that the MWBE subcontracting goal be waived for the inspection, maintenance, repairs and testing services for the Houston Fire Department and the Public Works & Engineering Department. The materials to be provided are purchased directly from the original equipment manufacturers (OEM). Certified technicians are required for breathing apparatus repairs and maintenance in order to maintain the OEM warranty.


The repair parts will either be brought with the technician or shipped directly to the City's maintenance facility from outside of the state.

The warrantied repairs and logistical scope of this request excludes any opportunity to capture MWBE subcontracting dollars; therefore, a zero-percent (0%) MWBE goal is being requested.

Concurrence:

SPD Initiator

  
Robert Gallegos, Deputy Assistant Director  
\*Affirmative Action

  
Kevin M. Coleman, C.P.M.  
Assistant Purchasing Agent

\* Signature is required, if the request is for zero percent MWBE participation, or to revise the MWBE goal.