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CITY OF HOUSTON
OFFICE
BUSINESS OPPORTUNITY

AUG 10 2015
OBO

Goal Modification
Request Form

1. Date: 8/19/2015 2. Requesting Department: Fleet Management 3. Solicitation Number: H25523
4. Solicitation Name: Assetworks GPS Units 5. Estimated Dollar Amount: \$250,000.00

6. Description of Solicitation (attach specifications/supporting documents):
GPS and telematic units for City of Houston vehicle. These provide location and route data as well as any fault codes from the vehicles. See attached memo.

PLEASE INDICATE WHETHER A PREVIOUS CONTRACT EXISTED FOR THIS SOLICITATION.

- A. Previous contract (if any): Yes No B. Previous contract number: _____
C. Goal on last contract _____ D. Was goal met? Yes No
E. If goal was not met, what percentage did the vendor achieve? _____ %
F. Why wasn't goal achieved?

SELECT ONE TYPE OF GOAL MODIFICATION REQUEST FROM THE FOUR OPTIONS BELOW.

1. WAIVER

- A. I am requesting a waiver of the MWSBE Goal: Yes No
B. Reason for waiver: (Check one)
 A public or administrative emergency exists which requires the goods or services to be provided with unusual immediacy
 If goods and services are specialized, technical, or unique nature as to require the City department to select its contractor without application of MWSBE provisions (such as contracts for expert witnesses, certain financial advisors or technical consultants)
 MWSBE provisions impose an unwarranted economic burden or risk on the City or unduly delay acquisition of the goods or services, or is not in the best interest of the City; or
 Level of MWSBE availability would produce minimal MWSBE participation.
 Other: _____

C. Detailed explanation for Waiver Reason: _____

85% of the contract amount is for the equipment it self. The remaining 15% is for installation and must be completed by specific trained Verizon Network Fleet contractors, none of which are City of Houston MWSBE contractors. See attached memo

2. COOPERATIVE OR INTER-LOCAL AGREEMENT

- A. Is this a Cooperative/Inter-Local agreement? Yes No
B. If yes, please specify the name of the agreement: _____
C. Did the Department explore opportunities for using certified firms? Yes No
D. Please explain how the department explored opportunities for using certified firms: _____

E. Please explain why the Department did not explore opportunities for using certified firms: _____



3. **REDUCED GOAL** (to be completed by the department prior to advertisement)
- A. I am requesting a MWSBE contract-specific goal below the following city wide goals:
Construction (34%) Professional Services (24%) Purchasing (11%)
Yes No *If yes, please complete a Contract-Specific Goal Request Form and submit with this form.*

4. **GOAL REVISION AFTER ADVERTISEMENT**

- A. I am requesting a revision of the MWSBE Goal that has already been advertised: Yes No
- B. Original goal: _____ C. Proposed new goal: _____ D. Advertisement date: _____
- E. Will the project be re-advertised? Yes No F. Estimated dollar amount: \$ _____
- G. Detailed reason for request: _____

Concurrence:



Requesting Department Initiator

8/19/2015
Date


Department Director or Designee

8/19/2015
Date

FOR OBO OFFICE USE ONLY:

APPROVED:			
	9/21/15	NO AVAILABLE MWSBE'S	10-448*
OBO Assistant Director or Designee	Date	OBO Reason	Tracking #
DENIED:			
OBO Assistant Director or Designee	Date	OBO Reason	Tracking #

* Approval because there are no available MWSBE's not because level of MWSBE availability would produce minimal MWSBE participation. MPEM.