



CITY OF HOUSTON
OFFICE
of
BUSINESS OPPORTUNITY

**Goal Modification
Request Form**

To: Assistant Director
Office of Business Opportunity

Solicitation Number: N/A

Estimated Dollar Amount: \$ 4,302,829.05

From: Tina Carkhuff, Deputy Director
Requestor's Name/Title
Houston IT Services
Department

Type of Solicitation: Bid Proposal Other

Name and Intent of this Solicitation: Dell Financial Services, LLC; Payment of Microsoft licenses and software maintenance for the fleet of City desktops

PREVIOUS CONTRACT (if any): Yes No
Goal on Last Contract: 0% Was Goal Met: Yes No
If goal was not met, what percentage did the vendor achieve? _____
Why wasn't goal achieved: N/A

PLEASE SELECT THE TYPE OF GOAL MODIFICATION REQUESTED FROM THE OPTIONS BELOW (Waiver, Reduced Goal, Goal Revision After Advertisement, OR Cooperative or Inter-Local Agreement)

WAIVER

I am requesting a waiver of the MWBE Goal: Yes No

Reason for waiver:

- A public or administrative emergency exists which requires the goods or services to be provided with unusual immediacy;
- The service or goods requested are of such a specialized, technical or unique nature as to require the City department to be able to select its contractor without application of MWSBE provisions (such as contracts for expert witnesses, certain financial advisors or technical consultants);
- If application of MWSBE provisions would impose an unwarranted economic burden or risk on the City or unduly delay acquisition of the goods or services, or would otherwise not be in the best interest of the City; or



If the possible MWSBE participation level based on MWSBE availability would produce negligible MWSBE participation.

Other: _____

Detailed Explanation of waiver reason: HITS negotiated and entered into a tiered, multi-year Microsoft Enterprise License Agreement to purchase licenses and software maintenance services for a fleet of 14,000 PCs. Since this agreement is to finance the purchase of licenses and software

REDUCED GOAL (To be completed by the department prior to advertisement)

I am requesting a MWBE contract-specific goal below the following citywide goals: |

Construction (34%); Professional Services (24%); Purchasing (11%)

Yes No If yes, complete a Contract-Specific Goal Setting Worksheet and submit with this form.

GOAL REVISION AFTER ADVERTISEMENT

I am requesting a revision of the MWBE Goal: Yes No

Original Goal: _____ New Proposed Goal: _____

Advertisement Date: _____ Number of Solicitations Received: _____ Estimated Dollar Amount: \$ _____

Detailed reason for request: _____

Please see attached For detailed/contin explanation.

COOPERATIVE OR INTER-LOCAL AGREEMENT

Is this a Cooperative/Inter-Local Purchasing Agreement? Yes No Goal Requested: 0%

If yes, what type: _____ Yes No

Did Department explore opportunities for using certified firms? Yes No N/A

If no, please explain why not: _____

Concurrence:

[Signature] 07/30/14
Department Initiator Date

[Signature] 07/30/14
Department Director or Designee Date

Approved by:

[Signature] 8/14/14
OBO Assistant Director or Designee Date

OBO Tracking #: W-209

OBO Reason: Non-Divisible