



1. Date: 5/17/2016 2. Requesting Department: HFD 3. Solicitation Number: N/A

4. Solicitation Name: CDW-G 5. Estimated Dollar Amount: \$ 399,968.00

6. Description of Solicitation (attach specifications/supporting documents):  
CDW-G replacement of Panasonic Mobility Tablets for HFD operations

**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:  
The Panasonic Mobility Tablets are uniques and essential for the HFD to support and dispatch operations.

**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: DIR: TSO-2520
- 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:  
CDW-G offers Panasonic Mobility tablets that are specialized equipment required to support the Fire Dept. emergency units to properly dispatch operations. The tablets will be purchased from CDW-G and shipped directly to the Houston Fire Department.

REC  
MAY 19 2016



**Goal Modification  
Request Form**

**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:

*Tracee Watkins* 5/17/16  
Requesting Department Initiator Date

*Rodney C. West* 5/18/16  
Department Director or Designee Date

FOR OBO OFFICE USE ONLY:			
<b>APPROVED:</b>			
<u><i>Wanda E. Murray</i></u> Deputy OBO Assistant Director or Designee	<u>5/20/16</u> Date	<u>Drop Ship/ Non-Divisible</u> OBO Reason	<u>41-589</u> Tracking #
<b>DENIED:</b>			
OBO Assistant Director or Designee	Date	OBO Reason	Tracking #