



CITY OF HOUSTON  
OFFICE  
BUSINESS OPPORTUNITY

RECEIVED  
MAY 20 2015

Goal Modification  
Request Form

1. Date: 9/30/2015 2. Requesting Department: PWE / PUD DWO 3. Solicitation Number: TBD  
4. Solicitation Name: Maintenance and Support of SolarBee Equipment 5. Estimated Dollar Amount: \$ 352,038.00

6. Description of Solicitation (attach specifications/supporting documents):  
Maintenance and Support of SolarBee Equipment

PLEASE INDICATE WHETHER A PREVIOUS CONTRACT EXISTED FOR THIS SOLICITATION.

- A. Previous contract (if any): Yes ☒ No ☐ B. Previous contract number: 4600010833  
C. Goal on last contract 0 D. Was goal met? Yes ☐ No ☐  
E. If goal was not met, what percentage did the vendor achieve? n/a %  
F. Why wasn't goal achieved?  
n/a

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 SolarBee equipment is currently installed at the Lake Houston Facility. Medora Corporation is the sole proprietor and exclusive manufacturer of the equipment, and there are no other companies or distributors licensed to install or service the equipment.

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:



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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 Jim Mills

Date 9/30/15

Department Director or Designee Al P. P. P.

Date 10/1/2015

FOR OBO OFFICE USE ONLY:

APPROVED:

|                                    |                 |                    |              |
|------------------------------------|-----------------|--------------------|--------------|
| <u>Mark E. Murray</u>              | <u>10/27/15</u> | <u>sole source</u> | <u>W-475</u> |
| OBO Assistant Director or Designee | Date            | OBO Reason         | Tracking #   |

DENIED:

|                                    |      |            |            |
|------------------------------------|------|------------|------------|
|                                    |      |            |            |
| OBO Assistant Director or Designee | Date | OBO Reason | Tracking # |