



Purchasing & Professional Services

STEP 1: PROVIDE SOLICITATION / PROJECT INFORMATION.

1. Date: 1/06/2016 2. Department: Finance 3. Solicitation #: S66-T25650
 4. Solicitation /Project Name: Sales/Use Tax Audit, analysis & reporting srv 6. Contract Value: \$2,365,000
 5. Description of Project: Perform audits to seek mis-allocated funds due to City; perform analysis &reporting to be used on economic reporting for the City

STEP 2: CALCULATE CONTRACT-SPECIFIC GOAL.

Please see Instructions for assistance with calculations.

A	B	C	D	E	F	G	H
Work Element Description	NAICS Code	Cost for Each Work Element	% Cost of Contract	# of MWBE Firms (B2G)	# of All Firms	MWBE Availability	Goal % for Work Element
Auditing Services	541211	\$ 2,365,000.00	100.00%	20	1047	1.91%	1.91%
Totals		\$ 2,365,000.00	100%				1.91%

STEP 3: PROVIDE GOAL CALCULATION INFORMATION FOR ITEMS # 7 - 10.

7. List method used to calculate # of All Firms in Column F: U.S. Census Bureau
 8. Calculated Contract-Specific Goal (Column H): 1.91%
 9. If contract goal should be more or less than calculated Contract-Specific Goal, please explain further goal adjustments:
Were able to attain 7.07% in existing contract .

10. List Proposed Contract Goal: MWBE 5%

STEP 4: SIGN AND DATE FORM.

[Signature]
Department Director / Designee

[Signature]
Signature

Dep Dir
Title

1-7-16
Date

FOR OBO OFFICE USE ONLY:			
APPROVED:		DENIED:	
<u>[Signature]</u>	<u>1/7/16</u>		
OBO Assistant Director or Designee	Date	OBO Assistant Director or Designee	Date