



Administration & Regulatory Affairs

Memorandum

To: Calvin D. Wells, Deputy Director
City Purchasing
Strategic Purchasing Division

From: Jeff Meekins

Date: June 3, 2010

Subject: MWBE Participation Form

I am requesting a waiver of the MWBE Goal: Yes No Type of Solicitation: Bid Proposal

I am requesting a MWBE goal below 11% (To be completed by SPD, and prior to advertisement) Yes No

I am requesting a revision of the MWBE Goal: Yes No Original Goal: 7.5% New Goal: 0%

If requesting a revision, how many solicitations were received: 5

Solicitation Number: S40-S23657 Estimated Dollar Amount: \$7,200,000.00 Goal On Last Contract: N/A

Anticipated Advertisement Date: 4/23/2010 Solicitation Due Date: 05/27/2010 Was Goal met: Yes No

If goal was not met, what did the vendor achieve: _____

Name and Intent of this Solicitation: S23657 Chemical, Caustic Soda for the purification and treatment of drinking water and for wastewater treatment.

Rationale for requesting a Waiver of Revision (Zero percent goal or revision after advertisement):

(To be completed by SPD)

The scope of services, tank truck hazardous material delivery, has limited participation. The one carrier approved by Affirmative Action has a sub-par safety rating that is not acceptable to the low overall bidder meeting specifications. The low bid to specification represents the minimum of \$502,616.31 savings to the City for two products that affects public safety and is used and needed daily.

Concurrence:

SPD Initiator

Deputy Assistant Director

Robert Gallegos, Deputy Assistant Director

*Affirmative Action

*Signature is required, if the request is zero percent MWBE participation, or to revised the MWBE goal.



RECEIVED
6-18-2010
Jeff W. Meekins

RECEIVED
JUN 07 2010
City of Houston
Affirmative Action