

RECEIVED



CITY OF HOUSTON
OFFICE
OF
BUSINESS OPPORTUNITY

HOUSTON
OBO

Goal Modification
Request Form

1. Date: 3/22/2017 2. Requesting Department: Neighborhoods 3. Solicitation Number: 147238

4. Solicitation Name: Frost Bank 5. Estimated Dollar Amount: \$ 275,000

6. Description of Solicitation (attach specifications/supporting documents):

LegalEase Electronic Payment System allows the Department of Neighborhoods personnel to authorize a funds transfer from the City's dedicated account with Frost National Bank to a Harris County account with Frost National Bank for filling of liens on behalf of the Department of Neighborhoods.

PLEASE INDICATE WHETHER A PREVIOUS CONTRACT EXISTED FOR THIS SOLICITATION.

A. Previous contract (if any): Yes No B. Previous contract number: 4600009254

C. Goal on last contract N/A D. Was goal met? Yes No

E. If goal was not met, what percentage did the vendor achieve? _____ %

F. Why wasn't goal achieved?

No goal established

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:

Frost Bank is the sole source provider of the LegalEase Payment System. It is owned, maintained, and exclusively offered by Frost Bank.

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:



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:

Chitra
Requesting Department Initiator

3/20/17
Date

[Signature]
Department Director or Designee

3-23-17
Date

FOR OBO OFFICE USE ONLY:

APPROVED:

<u>[Signature]</u>	<u>3/20/17</u>	<u>SPECIALIZED SOLE SOURCE</u>	<u>W-740</u>
OBO Assistant Director or Designee	Date	OBO Reason	Tracking #

DENIED:

OBO Assistant Director or Designee	Date	OBO Reason	Tracking #