



CITY OF HOUSTON
Houston Police Department

Interoffice

Correspondence

To: Carlecia D. Wright, Director
Mayor's Office of Business
Opportunity

From: Tim Crabb – Division Manager (Acting)
HPD Budget & Finance/Procurement

Date: October 25, 2011

Subject: M/WBE 0% Goal Request

Items or Scope of Services of Bid:

Request for Proposal for a contract covering the Sale and Disposal of Abandoned Personal Property for the Houston Police Department.

The total dollar value is: _____

I am requesting approval of a : 0 % goal.

Justification:

The Houston Police Department's scope of services requires the contractor to take possession of abandoned personal property stored in the department's property room that is no longer required as evidence; provide all labor, equipment, transportation, bar-coding, repairs, collections, delivery and security for those items that do not sell or are deemed to have no market value. In the current contract that will expire on 2/7/2012 the contractor receives 50% of the total winning bid if the sale amount is \$1,000.00 or below. For sale amounts in excess of \$ 1,000.00, the contractor receives 50% of the first \$1,000.00, plus 25% of the sale amount in excess of \$1,000.00. In cities where this program was implemented, revenues have increased substantially.

Concur:

Approved:

Tim Crabb, Division Manager (Acting)
Houston Police Department

Robert Gallegos, Assistant Director
Mayor's Office of Business Opportunity