



CITY OF HOUSTON
OFFICE
OF
BUSINESS OPPORTUNITY

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Goal Modification Request Form

1. Date: 07/01/2016 2. Requesting Department: FIN/SPD 3. Solicitation Number: N-25896
4. Solicitation Name: Purchase of Transit Connect, Cargo and Extended Vans 5. Estimated Dollar Amount: \$ 1,500,000.00
6. Description of Solicitation (*Attach Specifications/Supporting Documents*): Purchase of Transit Connect, Cargo and Extended Vans : These vehicles being purchased are manufactured and delivered by the manufacturers to the City of Houston Bidders. The aforementioned equipment will not be requested by the City Departments on all bid items, therefore, some bid items will not have any aftermarket equipment and there would be no M/WBE potential for those items.

PLEASE INDICATE WHETHER A PREVIOUS CONTRACT EXISTED FOR THIS SOLICITATION.

- A. Previous Contract (if any): Yes ☐ No ☐ B. Previous Contract #: _____ C. Goal on Last Contract: _____
- D. Was Goal Met? Yes ☐ No ☐ E. If goal was not met, what percentage did the vendor achieve? _____
- F. Why wasn't goal achieved: _____
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SELECT ONE TYPE OF GOAL MODIFICATION REQUEST FROM THE FOUR OPTIONS BELOW.

1. WAIVER

- A. I am requesting a waiver of the MWBE 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: This solicitation is deemed as non-divisible based on vehicles being purchased from various automobile dealers who will directly ship vehicles to the City's facilities. In addition there will not be any aftermarket equipment opportunities as these vehicles will be delivered turnkey. FIN/SPD again deems this solicitation as having no subcontracting MWBE opportunities.
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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 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 MWBE contract-specific goal below the following citywide goals:

Construction (34%); Professional Services (24%); Purchasing (11%)

☐ Yes ☐ No ☐ If yes, 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 MWBE Goal that has already been advertised: Yes ☐ No ☐

B. Original Goal: _____ C. New Proposed Goal: _____ D. Advertisement Date: _____

E. Will Project be Re-Advertised: Yes ☐ No ☐ F. Estimated Dollar Amount: \$ _____

G. Detailed reason for request: _____

Concurrence:

Requesting Department Initiator

6/30/16
Date

Department Director or Designee

7-15-16
Date

FOR OBO OFFICE USE ONLY:

APPROVED:

	7/27/16	NON-DIVISIBLE	W-023
OBO Assistant Director or Designee	Date	OBO Reason	Tracking #

DENIED:

OBO Assistant Director or Designee	Date	OBO Reason	Tracking #