



**CITY OF HOUSTON**  
OFFICE  
of  
**BUSINESS OPPORTUNITY**  
**RECEIVED**

**Goal Modification  
Request Form**

OCT 30 2013

To: Assistant Director  
Office of Business Opportunity

**OBO**

Solicitation Number: S51-S24701

Estimated Dollar Amount: \$ 1,536,704.00

From: Laura A. Guthrie, Procurement Specialist  
Requestor's Name/Title  
Finance  
Department

Type of Solicitation: Bid  Proposal  Other

Name and Intent of this Solicitation: This contract is for Peterbilt Truck Repair Services utilized by the Fleet Management Department for labor and parts for mechanical, paint and body work.

PREVIOUS CONTRACT (if any): Yes  No

Goal on Last Contract: 0% Was Goal Met: Yes  No

If goal was not met, what percentage did the vendor achieve? \_\_\_\_\_

Why wasn't goal achieved: \_\_\_\_\_

**PLEASE SELECT THE TYPE OF GOAL MODIFICATION REQUESTED FROM THE OPTIONS BELOW (Waiver, Reduced Goal, Goal Revision After Advertisement, OR Cooperative or Inter-Local Agreement)**

**WAIVER**

I am requesting a waiver of the MWBE Goal: Yes  No

**Reason for waiver:**

- A public or administrative emergency exists which requires the goods or services to be provided with unusual immediacy;
- The service or goods requested are of such a specialized, technical or unique nature as to require the City department to be able to select its contractor without application of MWSBE provisions (such as contracts for expert witnesses, certain financial advisors or technical consultants);
- If application of MWSBE provisions would impose an unwarranted economic burden or risk on the City or unduly delay acquisition of the goods or services, or would otherwise not be in the best interest of the City; or



If the possible MWSBE participation level based on MWSBE availability would produce negligible MWSBE participation.

Other: The estimated dollar amount increased from \$1,436,725.00 to \$1,536,704.00.  
The estimated dollars for FMD were not inclusive in PWE's revision. Please see attached.

Detailed Explanation of waiver reason: The scope of services has no participation possibilities due to Peterbilt parts being sent directly to the Contractor and that the technicians have to be certified by Peterbilt to guarantee warranty work.

**REDUCED GOAL (To be completed by the department prior to advertisement)**

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 Setting Worksheet and submit with this form.*

**GOAL REVISION AFTER ADVERTISEMENT**

I am requesting a revision of the MWBE Goal: Yes  No

Original Goal: \_\_\_\_\_ New Proposed Goal: \_\_\_\_\_

Advertisement Date: \_\_\_\_\_ Number of Solicitations Received: \_\_\_\_ Estimated Dollar Amount: \$ \_\_\_\_\_

**Detailed reason for request:** \_\_\_\_\_

**COOPERATIVE OR INTER-LOCAL AGREEMENT**

Is this a Cooperative/Inter-Local Purchasing Agreement? Yes  No  Goal Requested: \_\_\_\_\_

If yes, what type: \_\_\_\_\_ Yes  No

Did Department explore opportunities for using certified firms? Yes  No  N/A

If no, please explain why not: \_\_\_\_\_

**Concurrence:**

[Signature] 10/30/13  
Department Initiator Date

[Signature] 10/30/13  
Department Director or Designee Date

**Approved by:**

[Signature] 10/4/13  
OBO Assistant Director or Designee Date