



# CITY OF HOUSTON

Administration & Regulatory Affairs Department  
Strategic Purchasing Division

Correspondence

Interoffice

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FEB 26 2013

OBO

To: Marsha Murray, Assistant Director  
Office of Business Opportunity

From: Douglas Moore

Date: February 26,  
2013

Subject: MWBE Participation Form

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

Type of Solicitation: RFP Bid ☐ Proposal ☒

I am requesting a MWBE goal below 11% Yes ☒ No ☐

Yes ☒ No ☐

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

Original Goal: 8% New Goal: 0%

If requesting a revision, how many solicitations were received: 3

Solicitation Number(s): S29-T24432

Dollar Amount: \$2,470,126.00

Anticipated Advertisement Date: 10/26/12

Solicitation Due Date: 11/30/12

Goal On Last Solicitation: NA

Was Goal met: Yes ☐ No ☐

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

Name and Intent of this Solicitation:

Clinical Management Information System for the City of Houston's Department of Health & Human Services

## Rationale for requesting a Waiver or Revision:

It is recommended that the MWBE subcontracting goal be waived for the Clinical Management Information System for the Department of Health & Human Services (HHS). The primary services that will be provided in this RFP are not divisible because they pertain to the implementation of proprietary clinical management software. HHS had initially sought a goal in the RFP of 8%, which was based upon the prime contractor being able to utilize an M/WBE for the purchase of Health Equipment/Hardware etc. However, during negotiations with the highest ranked respondent and discussions with other HHS subject matter experts it was determined that HHS already has an existing City supply contract (4600009577) in place, whereby HHS is required to purchase their Health Equipment/Hardware etc. Therefore, this situation omitted the opportunity of the divisible work where HHS and the prime contractor could have sought M/WBE utilizing. Finally, based upon the three proposals received for this RFP, each of the three respondents had all indicated that there was NO opportunity for M/WBE subcontracting within this project.

Concurrence:

[Signature]  
HHS Initiator

[Signature]  
Deputy Asst. Dir./SPD

[Signature]

Marsha Murray, Assistant Director  
\*Office of Business Opportunity

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