



**CITY OF HOUSTON**  
OFFICE  
**BUSINESS OPPORTUNITY**

001 202014

OBO

**Goal Modification  
Request Form**

1. Date: 10/20/14 2. Requesting Department: Houston Police 3. Solicitation Number: DIR  
4. Solicitation Name: \_\_\_\_\_ 5. Estimated Dollar Amount: \$ 785,092.80  
6. Description of Solicitation (Attach Specifications/Supporting Documents): Purchase new lease equipment and accessories for the HPD Print Shop from Konica for a period of 60 months

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: \_\_\_\_\_

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: Purchase will be made through the Department of Information Services- Konica  
C. Detailed Explanation for Waiver Reason: Purchase lease equipment and accessories for the Houston Police Department Print Shop from Konica manufacturer, for a period of 60 months

**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: Department of Information Resources  
C. Did the Department explore opportunities for using certified firms? Yes ☒ No ☐  
D. Please explain how the Department explored opportunities for using certified firms: The purchase of the lease has no divisible work that is available to a MWBE as the equipment will be directly ordered, shipped and installed by Konica, the manufacturer, to the HPD facility. All equip, accessories, etc. are part of this lease- no MWBE potential available  
E. 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:

Alvina McCarty  
Requesting Department Initiator

10/20/14  
Date

Patricia Cheesman  
Department Director or Designee

10/20/14  
Date

### FOR OBO OFFICE USE ONLY:

#### APPROVED:

	10/27/14	CO-OP/DIR	W-236
OBO Assistant Director or Designee	Date	OBO Reason	Tracking #

#### DENIED:

OBO Assistant Director or Designee	Date	OBO Reason	Tracking #