



CITY OF HOUSTON
OFFICE
of
BUSINESS OPPORTUNITY

**Goal Modification
Request Form**

1. Date: 5/31/2018 2. Requesting Department: Houston Public Works 3. Solicitation Number: E-26576

4. Solicitation Name: Grounds Keeping Vehicles 5. Estimated Dollar Amount: \$ 1,137,042.76

6. Description of Solicitation (attach specifications/supporting documents):

Purchase of Grounds Keeping Equipment for the Houston Public Works Department

PLEASE INDICATE WHETHER A PREVIOUS CONTRACT EXISTED FOR THIS SOLICITATION.

A. Previous contract (if any): Yes ☐ No ☒ B. Previous contract number: _____

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 MWSBE 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: _____

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: H-GAC Contract HT06-16 GR01-18/529-17

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 specifications in the cooperative purchasing agreement contracts for vehicles being purchased were reviewed to determine if there was any divisible work.

~~E. Please explain why the Department did not explore opportunities for using certified firms:~~

The review revealed that there is no divisible work. The vehicles will be shipped directly from the manufacturer to the local dealer who in turn will deliver the vehicles either to the City or the City's contractor.



CITY OF HOUSTON
OFFICE
OF
BUSINESS OPPORTUNITY

Goal Modification
Request Form

3. REDUCED GOAL (to be completed by the department prior to advertisement)

A. I am requesting a MWSBE contract-specific goal below the following city wide goals:

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

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

B. Original goal: _____ C. Proposed new goal: _____ D. Advertisement date: _____

E. Will the project be re-advertised? Yes ☐ No ☐ F. Estimated dollar amount: \$ _____

G. Detailed reason for request:

Concurrence:

Requesting Department Initiator

Date

Department Director or Designee

Date

FOR OBO OFFICE USE ONLY:

APPROVED:

	6/1/18	Non-Divisible	W-932
OBO Assistant Director or Designee	Date	OBO Reason	Tracking #

DENIED:

OBO Assistant Director or Designee	Date	OBO Reason	Tracking #