




MEMORANDUM

TO: Mayor and Council

FROM: Veronica Briseño, Director, Small & Minority Business Resources Department 

DATE: August 1, 2017

SUBJECT: Clarification Memo for Item #7 – Authorize negotiation and execution of an amendment to the professional services agreement with McKinney Architects, Inc. dba McKinney York Architects for additional professional architectural services for the Montopolis Recreation & Community Center in the amount of \$30,000, for a total contract amount not to exceed \$1,288,000. (District 3)

The August 3rd City Council agenda includes an item for the Mayor and Council's consideration to amend the existing professional services agreement with McKinney York Architects for additional professional architectural services in the amount of \$3,000 for a total contract amount not to exceed \$1,288,000.

In the MBE/WBE section, it states the following, "This contract will be awarded in compliance with City Code Chapter 2-9B (Minority Owned and Women Owned Business Enterprise Procurement Program). Current participation to date is 38.19% MBE and 50.93% WBE.

SMBR would like to clarify to Mayor and Council that this section incorrectly stated the current participation to date information. The MBE/WBE section should read: "This contract was awarded in compliance with City Code Chapter 2-9B (Minority Owned and Women Owned Business Enterprise Procurement Program). Current participation to date is 27.75% MBE and 7.81% WBE.

In addition, in the M/WBE Summary section, it states the following: "Overall participation based on contract expenditures as of 6/16/17 (not including this amendment):

Prime:

47.09% Non M/WBE

Subconsultants:

0.07% African American; 30.38% Hispanic; 7.74% Native/Asian; 10.88% WBE; and 3.84% Non-M/WBE

Total:

0.07% African American; 30.38% Hispanic; 7.74% Native/Asian; 10.88% WBE; and 50.93% Non-M/WBE"

SMBR would like to further clarify to Mayor and Council that this section incorrectly stated the overall participation to date information. This section should read:

"Overall participation based on contract expenditures as of 6/16/17 (not including this amendment):

Prime:

19.41% Non M/WBE

Subconsultants:

0.05% African American; 22.08% Hispanic; 5.62% Native/Asian; 7.91% WBE; and 44.93% Non-M/WBE

Total:

0.05% African American; 22.08% Hispanic; 5.62% Native/Asian; 7.91% WBE; and 64.34% Non-M/WBE"

xc: Elaine Hart, Interim City Manager
Ray Baray, Chief of Staff
Jannette Goodall, City Clerk
Anne Morgan, City Attorney