

**Inter-Departmental Communication**

Date: July 17, 2024

To: Councilman Kevin O'Neill; Chair; Transportation, Infrastructure & Operations Committee

From Jaime Guillen; Director; Civil Rights & Equal Opportunity Department

Subject: Revised CUP Summary for Amendment 4 #:

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**CONTRACTOR:** Ancor Information Management / Doxim  
 Utilitec, LLC  
 Address: 1911 Woodslee Dr.  
 Troy, MI 48083  
 Contract # EV3934 / 22003-2 – Water Bill Printing & Mailing Services, Renewal 2, Amendment 4  
 Contract Amount: \$2,764,751.23 (\$109,500 on Amendment 4)  
 MBE Goal 0%  
 WBE Goal: 6%  
 Total MBE Achieved: 0%  
 Total WBE Achieved: 6%\*

**MBE SUBCONTRACTORS:**  
None

**WBE SUBCONTRACTORS:**  
 Name: FWT Enterprises II, Inc., dba Alphagraphics  
 Address: 518 E. 16<sup>th</sup> St.  
 Kansas City, MO 64108  
 Scope of Work: Envelopes  
 Subcontract Percentage: 6%  
 Ownership: Haar, Haley  
 Structure: Caucasian Female Code: 27

**Comments: \**  
 Original Contract Amount: \$1,118,471.52  
 Amendment 1 & 2: \$ 0.00  
 Amendment 3: \$1,536,779.71  
 Current Contract Amount: \$2,655,251.23  
 Proposed Amendment 4: \$ 109,500.00  
 Proposed Contract Amount: \$2,764,751.23

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\*Note: Participation on the contract is based on the amount for other services which make up approximately 37% of the contract dollars. The remainder of the contract dollars are for postage and no MBE/WBE participation is possible on postage.

According to the prime contractor, the contract dollars that they have received to date were for the following:

|                 |                      |
|-----------------|----------------------|
| Postage:        | \$1,257,750.00       |
| Other Services: | <u>\$ 732,444.71</u> |
| Total received: | \$1,990,194.71       |

According to the prime contractor and B2G, the prime contractor is currently achieving the following participation on the contract dollars for other services to date:

Dollars paid to prime contractor by City to date: \$1,990,194.71  
Dollars paid to MBE by prime contractor to date: \$0 for 0% MBE  
Dollars paid to WBE by prime contractor to date: \$70,616 for 10% WBE.

On Amendment 4, the total dollars of \$109,500 are for other services- Collections.

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