



\*CREO Document Submittal Project

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**CREO Document Submittal for Non e-Builder Projects: #1548**

Subject: Goal Request Document Upload | Contract Unknown | LOW INCOME ASSISTANCE PROGRAM  
Creator: Newman-Buckner, Marzella  
Date Created: 06.07.2024 01:28PM  
Process Date Due:  
Open: Yes

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Accepted By:  
Current Step: CREO MM Goal Request  
Status: Approved  
Date Due:

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**Comments**

**Comment** By: Alvaro Ontiveros, CITY OF KANSAS CITY  
6/11/2024 4:58:44 PM

A document was attached

**Civil Rights & Equal Opportunity Department  
Economic Equity & Inclusion  
Contract Goals Request**

**Date:** 05/17/2024  
**Form Prepared By:** Delois Moore

Contract/Project Number:	Project Name: Low Income Assistance Program
Owning Department: Water Services	Project Manager: Celeste Chaney-Tucker

Funding:  City  State  Federal  CO-OP  Grant:  Other: Water Department Penalt

Project Requirements:  M/WBE  DBE  Section 3  N/A

Tax Incentive:  LCRA  TIF  PIEA  N/A  Other:

Prevailing Wage:  Yes  No

Davis-Bacon:  Yes  No

Presenting to Council<sup>1</sup>:  Yes  No

Construction Employment Program:  Yes: Workforce employment goals are 10% minority hours & 2% female hours. This project is estimated at over 800 work hours and over \$300,000.  
 No: This project is estimated at less than \$300,000 and no more than 800 work hours.

Estimated Number of Project Days: 365	Anticipated Solicitation Date: n/a
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Contract Type:

Construction  Design-Build  Design Professional  Professional Services

General Service  Concession  Other Goods & Services  Non-Municipal Agency

Co-Operative  Revenue Sharing  Facilities Maintenance/Repair/Renovation

Other:

**Description of Contract (Provide Details):**

Public Assistance program administrated to aid low-income residents in payment of their water bills. This contract provides aid to approximately 1,850 households at a maximum of \$500.00 per calendar year. Contractor is a one umbrella social service agency, which coordinates assistance with other local service agencies. There's only one source for this service. Contractor will be paid on the following basis, an 7.5% administrative fee for funds expended under the program, not to exceed \$75,000.00.

Pursuant to RSMo. Section 610.021(11) & (12) documents related to bids will not be made available until bids are completed.

This document is submitted with all available facts. Intentionally falsifying this document or omitting pertinent facts is grounds for disciplinary action pursuant to KCMO Human Resources Rules & Policy Manual (eff. August 4, 2014).

**FOR GENERAL SERVICES DEPARTMENT (PROCUREMENT) USE ONLY:**

Reviewed CREO Annual Goal Manual?  Yes  No

Waiver being applied?  Yes  No Type: \_\_\_\_\_

According to CREO Annual Goal Manual, the Goals for this project are:

_____ % MBE	_____ % WBE	_____ % DBE
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Electronic Record?  Yes  No

GSD Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**FOR CIVIL RIGHTS & EQUAL OPPORTUNITY DEPARTMENT (CREO) USE ONLY:**

Reviewed CREO Annual Goal Manual?  Yes  No  N/A

The following Goals are approved for this Project:

_____ % MBE	_____ % WBE	_____ % DBE
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No Goals are set for this Project  Waiver Approved  Waiver Denied

Reason for Wavier: Single-source and solicitation exempt, no opportunities for subcontracting.

Electronic Record?  Yes  No

DocuSigned by: \_\_\_\_\_  
CREO Signature: Alvaro Outineros Date: 6/11/2024  
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