

Inter-Departmental Communication

Date: August 9, 2021

To: Mayor Quinton Lucas, Chair: Transportation, Infrastructure & Operations Committee

From: Andrea Dorch, Director; Human Relations Department

Subject: Revised Docket Memo #: 210640

CONTRACTOR:	Doxim Utilitec, LLC
Address:	1911 Woodslee Dr. Troy, MI 48083
Contract #	22003 – Water Bill Printing & Mailing Services
Contract Amount:	\$1,018,202.40*
MBE Goal	0%
WBE Goal:	6%
Total MBE Achieved:	0%
Total WBE Achieved:	6%

MBE SUBCONTRACTORS:
None

<u>WBE SUBCONTRACTORS:</u>	
Name:	KC Blueprint Co.
Address:	1804 Swift Ave. N. Kansas City, MO 64116
Scope of Work:	Supply / Printing of Envelopes
Dollar Amount:	\$56,002 (6%)
Ownership:	Lane, Ruby
Structure:	Caucasian Female Code 27

Comments:
^Note: The contract amount includes postage costs which represent over 70% of the total amount. Postage costs for the contract are currently estimated at \$718,741.32, however that amount will increase when the postage increase takes effect later this year. The WBE participation amount of \$56,002 represents 19% of the remaining \$299,461.08. There is no possible MBE/WBE participation on the postage costs. The MBE/WBE goals of 0% MBE and 6% WBE for the project were set based on the fact that there was no MBE availability in Printing services at the time that the contract was solicited.