

**Inter-Departmental Communication**

Date: November 29, 2022

To: Councilwoman Katheryn Shields, Chair: Finance, Governance & Public Safety Committee

From: Andrea Dorch; Director; Civil Rights & Equal Opportunity Department

Subject: Revised Docket Memo #: 220994

**CONTRACTOR:** The Giddens Group, LLC  
 Address: 1715 Hayselton Dr.  
 Jefferson City, MO 65109  
 Contract # EV2725 – State Lobbying Services  
 Contract Amount: \$834,375.00 (\$225,000\* on Extension)  
 MBE Goal 13%  
 WBE Goal: 8%  
 Total MBE Achieved: 13%  
 Total WBE Achieved: 8%

**MBE SUBCONTRACTORS:**  
 Name: G & H Consulting, LLC  
 Address: 14405 E. 96<sup>th</sup> St.  
 Kansas City, MO 64139  
 Scope of Work: Legislative Outreach  
 Dollar Amount: 13%  
 Ownership: Holliday, Gayle  
 Structure: African-American Female Code: 19

**WBE SUBCONTRACTORS:**  
 Name: Phillips-West Public Relations, LLC  
 Address: 4444 N. Belleview, Suite 200  
 Kansas City, MO 64116  
 Scope of Work: Public Relations / Communications  
 Dollar Amount: 8%  
 Ownership: Stapleton, Carrie  
 Structure: African-American Female Code 23

**Comments:**  
 According to B2G, the prime contractor is currently achieving the following participation on the contract:

Dollars paid to prime contractor by City to date: \$581,250.00  
 Dollars paid to MBE by prime contractor to date: \$78,709.38 for 13.5% MBE.

Page 2: EV2725- State Lobbying Services (Extension)

Dollars paid to WBE by prime contractor to date: \$48,375 for 8.3% WBE.

\*Note: Not to exceed amount.



# MBE/WBE/DBE Contract Goals Request

Date: September 30, 2019  
 To: Phillip Yelder, Director, Human Relations Department  
 From: Keely Golden, CPPB, Procurement Manager, General Services Department

<b>Project Number</b> n/a	<b>Project Name</b> State Lobbying Services	
<b>Contract ID Number</b> EV2725	<b>Estimated Cost: (cost breakdown attached)</b> \$160,000	<b>Solicitation Date:</b> 10/4/2019
<b>Estimated Project Duration:</b>		

Note: Click the box to select

→ **FICB** **PREVAILING WAGE:**  YES  NO

Contract Category:  Construction  Design-Build  Non-Municipal Agency  
 Design Professional  Other Goods & Services  Lease  
 Professional Services  Facilities Maintenance/Repair  Tenant (MBE/WBE)  
 Other (Enter Type):  Concession

Type:  Original  Amendment No.

Funding:  City(MBE/WBE)  Federal (DBE)  State (DBE)  
 Other:  Grant#

Construction Workforce Goals: Are the estimated construction labor hours greater than 800 and the estimated cost greater than \$324,000? If yes, complete "Required Crafts" Worksheet and include total number of hours in Description of Work.  Yes  No

Estimated Cost Breakdown attached - Page 2  List of Required Crafts attached - Page 3

**Description of work:**

Procurement Services is issuing a new RFP on behalf of the Mayor's Office. This is a specialized service. Supplier will perform services and render advice and counsel to the City, through the Office of the Mayor, and investigate and assist in the preparation of legislative programs and proposals before the 2020 Session of the General Assembly of the State of Missouri, including any Extraordinary Sessions thereof. Supplier, at the direction of the Mayor, will review executive branch 'budget proposals, legislation under consideration, State grant programs, proposed and adopted administrative rules and regulations, and other Jefferson City developments for the purpose of advising the City of those items which may have a bearing on City policies or programs. It will assist in the preparation of City-supported legislative proposals before the General Assembly and will be responsible for soliciting legislative support for those legislative proposals that are endorsed by the City and will solicit legislative opposition to proposals that are opposed by the City.

cc: \_\_\_\_\_

**FOR HUMAN RELATIONS DEPARTMENT USE ONLY:**

No Goals are set for this Project; OR  
 The following Goals are approved for this Project 13 % MBE 8 % WBE OR \_\_\_\_\_ % DBE

Human Relations Department Mark Range Date: 10/2/2019

**FOR FAIRNESS IN CONSTRUCTION BOARD USE ONLY<sup>2</sup>**  Approved  Disapproved  N/A

\_\_\_\_\_ Date \_\_\_\_\_

**FOR GRANT AGENCY USE ONLY<sup>3</sup>**  Approved  Disapproved  N/A

\_\_\_\_\_ Date \_\_\_\_\_

## ESTIMATED COST BREAKDOWN FOR

PROJECT # EV2725 PROJECT/CONTRACT NAME State Lobbying Services

<b>Department Use</b>			
<b>Scopes of Work</b>	Dollar Amount	<input type="checkbox"/> DBE x MBE	WBE
Lobbying Services	\$160,000	20000	12000
<b>Department Recommendation Total</b>	\$ 160,000.00	\$ 20,000.00	\$ 12,000.00
<b>Department Recommended Goal</b>		13%	8%
<b>Human Relations Department Use Only:</b>			
<b>Scopes of Work</b>	Dollar Amount	<input type="checkbox"/> DBE <input type="checkbox"/> MBE	WBE
Lobbying Services	\$160,000	\$20,800.00	\$12,800.00
<b>HRD Recommendation Total</b>	\$ 160,000.00	\$ 20,800.00	\$ 12,800.00
<b>HRD Recommended Goal</b>		13%	8%

NOTICE: The scopes of work and dollar amounts listed on this MBE/WBE/DBE Contract Goals Request are using internal estimates only for the purpose of analyzing the availability and capacity of M/W/DBEs to set appropriate target goals. Nothing contained within this form should be used to limit, restrict or mandate M/W/DBE participation in particular scopes of work for responding to formal solicitations, including, but not limited to, Invitations for Bids and Requests for Proposals.