

**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 3 #:

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**CONTRACTOR:** Ancor Information Management / Doxim  
Utilitec, LLC  
Address: 1911 Woodslee Dr.  
Troy, MI 48083  
Contract # 22003-2 / 60XX0012 – Water Bill Printing & Mailing Services, Renewal 2, Amendment 3  
Contract Amount: \$2,655,251.23 (\$1,536,779.71 on Amendment 3)  
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: \$ 0.00  
Amendment 2: \$ 0.00  
Current Contract Amount: \$1,118,471.52  
Proposed Amendment 3: \$1,536,779.71  
Proposed Contract Amount: \$2,655,251.23

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According to B2G, the prime contractor indicated that they are currently achieving the following participation on the contract:

Dollars paid to prime contractor by City to date: \$544,693.43 (including postage)  
Dollars paid to MBE by prime contractor to date: \$0 for 0% MBE  
Dollars paid to WBE by prime contractor to date: \$75,166 for 14% WBE.

Dollars paid to prime contractor by City to date: \$176,593.43 (excluding postage)  
Dollars paid to MBE by prime contractor to date: \$0 for 0% MBE  
Dollars paid to WBE by prime contractor to date: \$75,166 for 43% WBE.

There is no possible participation on the postage costs, however.

Amendment 3 being added is broken down as follows:

Postage:	\$1,056,000.00
Services:	<u>\$ 480,779.71</u>
Total:	\$1,536,779.71