



DATE: 12/4/2017
TO: Wade Gilley, Water Resources
FROM: Tiffany Jones, M/WBE Office
SUBJECT: MWBE Memo for enQuesta Annual Maintenance

The M/WBE Office reviewed the documentation for the water and sewer billing software annual maintenance contract with Systems & Software, Inc (enQuesta Customer Information System) to determine compliance with the M/WBE Program Plan. M/WBE participation requirements were not established for the contract because the nature of the product being procured is excluded from the scope of the M/WBE Program Plan. The software platform is only available from a sole source, Systems & Software, Inc. Additionally, there are no certified M/WBEs available to provide the product due to the specialty nature of the work involved with this contract.

Please be reminded that during the performance of the contract, if there is a change to the scope of work either through change orders or additions or if the contractor is replaced; the Water Resources Department must contact the M/WBE Office.

Please give me a call if you have any questions.

TJ
Attachment

cc: Gwen Carter, M/WBE Coordinator