



DATE: October 28, 2020

TO: Jane Nickles, Information Technology Director

FROM: Nora Gardner, M/WBE Division

DEPARTMENT: Information Technology

SUBJECT: M/WBE Memo for Contract 2020-5109 - AT&T Billing Audit
Change Order #1

The M/WBE Office reviewed a request from the Information and Technology (IT) Department for a change order to increase funds for Contract # 2020-5109 with S2K Consulting to provide additional audits services for AT&T Billing to determine compliance with the City's M/WBE Program Plan. The M/WBE Office reviewed the original request and no M/WBE firms were available to provide the services

S2K Consulting was awarded a one-year contract for \$75,000.00. Change Order #1 is requesting additional services and increase funding in the amount of \$193,919.63. The total contract value will increase from \$75,000.00 to \$268,919.63. The M/WBE Office reviewed the change request and the contract remains compliant.

Please be reminded that during the performance of the contract, if there are any changes; the Department and Prime Contractor must contact the M/WBE Office for approval, before making any changes.

NG

Cc: Allison Staton, M/WBE Coordinator