

Internal M/WBE Waiver Request Form

Date: 12/14/2020 Department: Information Technology

Contact Name & Phone: Sylvia Suriani 336373-2200

Contract Name and Number (if applicable): Microsoft EA Agreement

A waiver of the M/WBE participation requirement may be requested by the **Originating Department** at least 5 business days **prior** to advertisement or solicitation. In detail below, please explain your reason for requesting a waiver (attach RFP & supporting documentation as necessary).

Final approval of the request will be made by the City Manager's Office.

The Information Technology Department is requesting a waiver to move forward with SHI to provide Microsoft Enterprise Agreement Renewal. As a customer of MS, we are required an annual renewal, with MS being a proprietary software. This Enterprise Agreement provide the City of Greensboro users Microsoft products to continue maintaining legitimate copies of MS software required to run the business of the COG. We ask for a waiver based on the proprietary nature of the software.

Sylvia Suriani Digitally signed by Sylvia Suriani
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This section is for M/WBE Office use only

Contact Name & Phone Number:

☒ The M/WBE Office supports the waiver request. Please submit any comments below.

1. The extraordinary and necessary requirements of the contract render application of the Program Elements infeasible or impractical. **Please explain in detail. (Attach supporting documentation as necessary)**

There was a three year agreement between MS, COG and SHI in 2019. Please see attached: Original Agreement (program signature form), Original CMO waiver dated 8/2/2019 and signed 9/6/2019, SHI Invoice B12377440

2. The nature of the goods or services being procured are excluded from the scope of this Program Plan.

Please check one of the exclusions below: (Attach supporting documentation as necessary)

- ☐ Contracts that are subject to the U.S. Department of Transportation Disadvantaged Business Enterprise Program;
- ☐ Sole Source: the required supplies or services are available from one responsible source
- ☐ Contracts for electricity or water and sewage services from a municipal utility district or governmental agency;
- ☐ Emergency contracts for goods or supplies;
- ☐ Contracts for the City's lease or purchase of real property where City is lessee or purchaser; and

3. Sufficient qualified M/WBEs providing the goods or services required by the contract are unavailable in the Relevant Market area of the project despite every reasonable attempt to locate them. **Please explain in detail the reason for the request: (Attach RFP & supporting documentation as necessary)**

☐ The M/WBE Office does not support the waiver request. Please explain in detail the reason for not supporting the request: (Attach supporting documentation as necessary)

Shadi Zeidan

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This section is for CMO Office use only

Contact Name:

Huberly J. L... 12/15/2020

☒ The CMO Office approves the waiver request

☐ The CMO Office does not approve the waiver request.