



DATE: March 4, 2021

TO: Chryste Hofer, IT Sr. Manager

FROM: Allison Staton, M/WBE Compliance Officer

DEPARTMENT: Information Technology

SUBJECT: M/WBE Memo for Extension of Contract 2020-00819 - Supplemental Staffing Providers IFB

The M/WBE Office reviewed the request to extend Contract 2020-00819/PO 70441 with Computer Aid Inc. to provide supplemental IT Staffing for the Information Technology Department. The department utilized the North Carolina ITS-009440 State Contract master agreement for these services. The original supplemental agreement was reviewed by the M/WBE Office and approved as a seven-month contract. The State's ITS-009440 master agreement was scheduled to end April 30, 2021; however, has been extended an additional six months and will end October 31, 2021. The City's IT Department request is to extend Contract 2020-00819 until June 30, 2021.

The original total contract value was \$99,500.00 and the request change amount is \$50,880.00 for an estimated total contract value of \$150,380.00. The M/WBE Office supports extending the services an additional two months and after that time the services will be bid.

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.

Thank You

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