



MEMORANDUM

TO: Varun Desai, Procurement and Contracts Division

THRU: Janeiro R. Coulter, Division Manager *J. Coulter*

FROM: Kay Hall, Contract Compliance Investigator

DATE: October 20, 2020

SUBJECT: M/WBE Award Approval Memo

The Minority Business Enterprise Division concurs with the Fleet Management Division and the Procurement and Contracts Division recommendations **to Amend Contract N19-0357**, with Big Truck Rental. The Amendment seeks to extend the existing contract for an additional six months, for the **Rental of Three Front Loading Trucks**.

As the Amendment extends the existing contract, there is no opportunity for M/WBE participation.

cc: David Billingsley, Chief Procurement Officer
LouEmma Cromity, Assistant Chief Procurement Officer