



DATE: December 6, 2018
TO: Chris Spencer, Transportation Manager
FROM: Kirim McGee, M/WBE Specialist
DEPARTMENT: Transportation

SUBJECT: M/WBE Memo for Phase II of Gate City Boulevard Streetscape Project

The M/WBE Office reviewed the proposal submitted by Gannett Fleming, Inc to determine compliance with the City's M/WBE Program Plan. M/WBE goals were not established for the project. The respondent was required to solicit and make efforts to use certified M/WBEs that were potential sources for goods and services required to fulfill the contract.

Gannett Fleming, Inc has committed 13.2% of the total contract value of \$280,000.00 to M/WBE firms:

Certification	Firm Name	County	Description of Work	Dollar Value	Total Contract Percentage
WBE	Windy Miller Landscape Architecture	Forsyth	Public Involvement, Pedestrian Study, Streetscape Design	\$13,000.00	4.6%
MBE	BB Foster Consulting	Guilford	Cost Estimation and Design Services	\$10,500.00	3.8%
MBE	JC Waller	Guilford	Surveying	\$13,400.00	4.8%

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 a subcontractor is replaced; the contractor must contact the M/WBE Office prior to making any such changes or substitutions.

Kirim McGee, MWBE Specialist

cc: Gwen Carter