



DATE: April 30, 2019
TO: Shawna Tillery, P&R
FROM: Kirim McGee, M/WBE Office
DEPARTMENT: Parks and Recreation
SUBJECT: M/WBE Memo for Windsor/Chavis Recreation Center and Library Joint-Use Facility Advance Planning (Facility Master Plan) Through 50% Schematic Design Phase

The M/WBE Program Plan requires a Prime contractor to make a Good Faith Effort to provide M/WBE firms an equal opportunity to perform on a contract including change orders. M/WBE goals were not established for the contract; prospective respondents were required to solicit and use certified M/WBEs if they were potential sources for services necessary to fulfill the contract. There were some negotiations between Parks and Recreation and Vines Architecture + EVOKE Studio which resulted in scope changes that affected both the schematic and conceptual design. Vines Architecture + EVOKE Studio proposed to commit \$112,035.00 or 8.9% of the total amount of \$1,259,500.00 to MBE firms.

Certification	Firm Name	County	Description of Work	Dollar Value	Total Contract Percentage
M	John Davenport Engineering, Inc	Forsyth	Traffic & Transportation Engineering	\$50,000.00	4.0%
M	JC Waller & Associates PC	Guilford	Civil Engineering and Rezoning	\$32,035.00	2.5%
M	Event Experts	Forsyth	Community Outreach Consultant	\$30,000.00	2.4%

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

Please give me a call at 336-373-7747 if you have any questions.

KM

cc: Gwen Carter, M/WBE Coordinator