



**DATE:** December 15, 2016  
**TO:** Ted Kallam, Engineering Division Manager  
**FROM:** Gwen Carter, M/WBE Coordinator  
**DEPARTMENT:** Executive  
**SUBJECT:** Contract # 2015-003  
Downtown Greenway Phase 4 and A&Y Greenway Design Project

The M/WBE Office reviewed the proposal submitted by Kimley-Horn and Associates, Inc. to determine compliance with the City of Greensboro's M/WBE Program Plan. Contract goals were not established for the project; however respondents were required to make Good Faith Efforts to certified M/WBE firms as potential sources for the goods and services necessary to complete the project.

Kimley-Horn and Associates, Inc. proposed to subcontract \$200,439.00 or 13.2% of the total contract value, \$1,510,783.00 to M/WBE firms.

Certification	Firm Name	County	Description of Work	Dollar Value	Total Contract Percentage
WBE	Westcott, Small & Assoc	Guilford	Environmental Permitting and Erosion Control Design	\$48,000.00	3.1%
MBE	J.C. Waller & Assoc	Guilford	Surveying	\$152439.00	10.1%

Please be reminded that during the performance of the contract, if there is a change to the contractor's M/WBE utilization; the M/WBE Office must be notified in writing in advance of making any such changes.

GC