



DATE: September 6, 2017
TO: Matt Schweitzer, Mgr. Safety & Health
FROM: Kirim McGee, M/WBE Specialist
DEPARTMENT: Human Resources
SUBJECT: M/WBE Memo for Event #8707- Human Resources Workers Compensation
Third Party Administrator

The M/WBE Office reviewed the documentation submitted for the above contract to determine compliance with the City of Greensboro's M/WBE Program Plan. M/WBE firms were notified of the opportunity to submit proposals. Four proposals were received from non-MWBE firms.

PMA Companies, a non-M/WBE, was selected to provide the service of the contract. The firm proposed to subcontract 14% to CompCare of North Carolina (WBE firm) to provide Nurse Case Management. The annual value of the contract is estimated at \$99,500.00.

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.

Please give me a call if you have any questions.

Kirim McGee

cc: Gwen Carter, M/WBE Coordinator