



**DATE:** October 29, 2018

**TO:** Jana Stewart

**FROM:** Kirim McGee, M/WBE Office

**DEPARTMENT:** Water Resources

**SUBJECT:** M/WBE Memo for Cleaning and Video Inspection of Gravity Sewer lines

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. The contract value is \$250,000.00. 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.

PMI, Inc submitted Affidavit E (Statement of Intent to Perform Work without Subcontracting) and proposed to self-perform 100% of the contract with its own workforce.

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 336-373-7698 if you have any questions.

KM

cc: Gwen Carter, M/WBE Coordinator