



**DATE:** August 18, 2016  
**TO:** Butch Shumate, Facilities Manager  
**FROM:** Kirim McGee, M/WBE Specialist  
**DEPARTMENT:** Facilities Department  
**SUBJECT:** City of Greensboro Roof Replacement-Coliseum Arena

The M/WBE Office reviewed the documentation submitted by Owens Roofing Inc. to determine compliance with the City's M/WBE Plan. There were no M/WBE goals established for the project. Owens Roofing Inc. proposed to fulfill the work of the contract with its own work forces. Based on the nature of the work, it appears that the contractor has the capacity to perform all of the work without the use of subcontractors.

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