



DATE: July 28, 2016
TO: Teresa Childress, Finance
FROM: Tiffany Jones, M/WBE Office
DEPARTMENT: Finance Department
SUBJECT: Collection Service

The M/WBE Office reviewed the documentation submitted by the Finance Department to determine compliance with the City of Greensboro's M/WBE Program Plan. M/WBE goals were not established for the project. As required by the Plan, the M/WBE Office searched the database and internet to determine if there were certified M/WBE firms or minority/women owned businesses in the MSA that could provide the service and was unable to locate any.

The M/WBE Office participated in the evaluation process of the firms that submitted proposals. FirstPoint Collection Resources, Inc. was selected as the vendor and will perform all of the work 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 M/WBE Office must be contacted prior to making any such changes or additions.

TJ

cc: Gwen Carter, M/WBE Coordinator