



DATE: October 24, 2016
TO: Scott Johnson, Coliseum
FROM: Tiffany Jones, M/WBE Office
DEPARTMENT: Coliseum
SUBJECT: Contract #2016-10475 M/WBE Review Event Seat Cleaning

The M/WBE Office reviewed the documentation submitted for the Event Seat Cleaning contract to determine compliance with the City of Greensboro's M/WBE Program Plan. The M/WBE Office had advance substantive input in the contract specification process and M/WBEs were notified of the opportunity to bid. Of the four bidders, two were M/WBE firms.

SL Staffing was selected as the vendor to perform the duties required of the contract.

Certification	Firm	County	Description of Work	Dollar Value	Total Contract Percentage
MBE	Hopkins Services, Inc	Guilford	Seat Cleaning/ Janitorial	\$458,330	100%

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