



DATE: December 2, 2015
TO: Gwen Carter, M/WBE Coordinator
FROM: Tiffany Jones, M/WBE Specialist
DEPARTMENT: Minority/Women Business Enterprise
SUBJECT: Disparity Study 2017 Contract # 2017-10469

The M/WBE Office reviewed the documentation submitted by Griffin & Strong, P.C to determine compliance with the City of Greensboro's M/WBE Program Plan. M/WBE goals were not established for the contract. Respondents were awarded additional evaluation points based on if the respondents was a certified MBE/WBE firm and eligible to participate in the City's M/WBE program or if the respondent included eligible M/WBEs on their team as potential sources for goods and services necessary to complete the project.

Griffin & Strong proposed to commit 16.33% of the total contract amount of \$299,320 to the following M/WBE firms:

Certification	Firm Name	County	Description of Work	Dollar Value	Total Contract Percentage
<i>MBE</i>	McCants Communications Group	Guilford, NC	Outreach/Anecdotal Interviews	\$33,550	11.2%
<i>MBE</i>	Joy Cook Public Relations Group, LLC	Guilford	Public relations/Logistics	\$14,250	4.8%
<i>WBE</i>	Triad Reporting & Typing Services	Guilford	Court reporting	\$1000	.33%

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.

TJ