



DATE: September 11, 2016
TO: Shawna Tillery, Parks & Recreation
FROM: Tiffany Jones, M/WBE Office
DEPARTMENT: Parks & Recreation
SUBJECT: M/WBE Memo for Parks & Recreation Comprehensive Master Plan

The M/WBE Office reviewed the documentation for the Parks & Recreation Comprehensive Master Plan project, 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.

The selected vendor, Sasaki Associates, Inc., proposed to commit \$57,000 or 24.6% of the of the total contract value of \$231,800 to a WBE firm.

Certification	Firm Name	County	Description of Work	Dollar Value	Total Contract Percentage
WBE	Revigton Reaves Landscape Architecture	Guilford	Landscape architecture, ecology, and master planning support	\$57,000	24.6%

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.

TJ

cc: Gwen Carter, M/WBE Coordinator