GREENSBORO

DATE: April 5, 2017

TO: Barbara Harris, Assistant City Manager

FROM: Tiffany Jones, M/WBE Specialist

DEPARTMENT: Office of the City Manager

SUBJECT: Neighborhood Development Software

Attached is a waiver request for your approval. As required by the M/WBE Program 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 supports the waiver of the Plan on this contract. The nature of this contract makes it impractical to apply the terms of the M/WBE Program Plan. Section VII (h)(i) of the M/WBE Program Plan allows for such a waiver under these circumstances.

If approved, please send signed copy to the M/WBE Office. Please give me a call at 373-7698 if you have any questions.

TJ
Attachment

cc: Gwen Carter, M/WBE Coordinator

Internal M/WBE Waiver Request Form

Date: 3/28/17 | Department: Neighborhood Development, Code Compliance Division

Contact Name & Phone: Elizabeth Benton   373-2208

Contract Name and Number (if applicable): n/a

A waiver of the M/WBE participation requirement may be requested by the **Originating Department** at least 5 business days **prior** to advertisement or solicitation. In detail below, please explain your reason for requesting a waiver (attach RFP & supporting documentation as necessary).

Final approval of the request will be made by the City Manager's Office.

We are preparing to solicit bids for a pre-packaged, "off-the self" software or application program, specifically designed for local government, code enforcement work. This is a specialized type of software to meet the needs of local government with regards to enforcement of minimum housing, nuisance and zoning ordinance violations.

There may or may not be an M/WBE firm or company, locally or in the state, able to provide what we are seeking.

We will be requesting proposals from at least 3 companies nationwide specializing in this type of software application.

See attached draft specifics for the RFP.

Elizabeth Benton

Contact Name & Phone Number: | Tiffany Jones |

[✓] The M/WBE Office supports the waiver request. Please submit any comments below.

1. The extraordinary and necessary requirements of the contract render application of the Program Elements infeasible or impractical. **Please explain in detail. (Attach supporting documentation as necessary)**

2. The nature of the goods or services being procured are excluded from the scope of this Program Plan.

Please check one of the exclusions below: (Attach supporting documentation as necessary)

[ ] Contracts that are subject to the U.S. Department of Transportation Disadvantaged Business Enterprise Program;

[ ] Sole Source: the required supplies or services are available from one responsible source

[ ] Contracts for electricity or water and sewage services from a municipal utility district or governmental agency;

[ ] Emergency contracts for goods or supplies;

[ ] Contracts for the City's lease or purchase of real property where City is lessee or purchaser; and

3. Sufficient qualified M/WBEs providing the goods or services required by the contract are unavailable in the Relevant Market area of the project despite every reasonable attempt to locate them. **Please explain in detail the reason for the request: (Attach RFP & supporting documentation as necessary)**

Please See memo

[ ] The M/WBE Office does not support the waiver request. Please explain in detail the reason for not supporting the request: (Attach supporting documentation as necessary)

Tiffany Jones
4/5/17

Contact Name: | Barbara Harris |

[X] The CMO Office approves the waiver request

[ ] The CMO Office does not approve the waiver request.