



**DATE:** May 1, 2018  
**TO:** Kristine Williams, Sr. Mgr. Water Resources  
**FROM:** Kirim McGee, M/WBE Specialist  
**DEPARTMENT:** Water Resources  
**SUBJECT:** M/WBE Memo for Event # 8712 3rd Party Payment Gateway Service Contract

The M/WBE Office reviewed the documentation submitted for the above contract to determine compliance with the City of Greensboro's M/WBE Program Plan. M/WBE firms were notified of the opportunity to submit proposals. No M/WBE firms submitted proposals.

Invoice Cloud (non-Certified M/WBE Firm), was the selected vendor to perform the duties required of the contract. The contractor intends to 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.

Please give me a call at 336-373-7747 if you have any questions.

Kirim McGee

cc: Gwen Carter, M/WBE Coordinator