



DATE: February 6, 2019
TO: Chris Spencer, Engineering Division Manager
FROM: Kirim McGee, M/WBE Office
DEPARTMENT: Transportation
SUBJECT: MWBE Memo for Downtown Greensboro Wayfinding Plan

The M/WBE Office reviewed the documentation submitted by Stantec Consulting Services, Inc to determine compliance with the City's M/WBE Plan. M/WBE goals were not established for the contract; prospective respondents were required to solicit and use certified M/WBEs if they were potential sources for services necessary to fulfill the contract.

Stantec Consulting Services, Inc proposed to commit \$20,800.00 or 10.2% of the total contract value of \$204,600.00 to a WBE firm.

Certification	Firm Name	County	Description of Work	Dollar Value	Total Contract Percentage
WBE	Wendy Miller Landscape Architecture, PLLC	Forsyth	Public Involvement/Stakeholder Engagement	\$20,800.00	10.2%

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 336-373-7747 if you have any questions.

KM

cc: Gwen Carter, M/WBE Coordinator