



Date: Friday, April 5, 2024
Prepared By: Maria Miles

SOLICITATION DEVELOPMENT STAGE

Project Description

Construction and Programmatic Design of the Windsor Chavis Nocho Community Center

Scope Review Compliance

The MWBE Department met with the project team to conduct a scope review in addition to a review of specific project requirements for the subject solicitation. No scope adjustments were recommended.

MWBE Department Established Contracting Goals Review Compliance

Goals will be attached to the Construction Manager at Risk contract. Once construction documents are finalized, the City of Greensboro and Guilford County will jointly develop a Participation Plan with established goals.

Per the Board of Commissioners adopted MWBE Procedure Manual, Section C. Race and Gender Conscious Program Elements, 1.2.1 Approval - *All MWBE goals must be approved by the MWBE Program Director before advertising the Solicitation Documents.*

MWBE Approval to Advertise Solicitation

The MWBE Director, Shaunne Thomas, has approved moving forward with the subject project. The remainder of this document will be completed for final compliance before contract award to the first-tier subcontractors.

X 
Shaunne Thomas (Apr 5, 2024 08:54 EDT)

Shaunne Thomas
MWBE Director



MWBE Vendor Notification Compliance

[Per the Board of Commissioners adopted MWBE Procedure Manual, Section C. Race and Gender Conscious Program Elements, 1.10 Project Notification- *At least ten (10) Days before the Opening of Bids/Proposals, a Project Notification shall be provided to MWBEs to inform them of: (i) the applicable Goal; (ii) the description of work being solicited, (iii) date, time, and location where a Bid/Proposal must be submitted; (iv) contact information for any County personnel who could answer questions about the Contract; (v) how to access the Solicitation Documents; and (vi) any special requirements that may exist.*]

MWBE Department Pre-Bid Inclusion Compliance

[Insert summary of MWBE Department notification of pre-bid time and place for this solicitation.]

BID/PROPOSAL EVALUATION STAGE

MWBE Department Evaluation Inclusion Compliance

[Insert summary of the MWBE Department’s inclusion in the department evaluation of bid(s) or proposal(s)]

SOLICITATION AWARD STAGE

MWBE Program Office Goals Review

Per NC GS 143-128.2. Minority Participation goals., Guilford County has adopted the state minority business participation goal of 10%. Guilford County shall establish a 10% minority goal on all projects greater than \$30,000.

On February 2017, Guilford County Board of Commissioners established an aspirational MWBE participation goal of fifteen percent (15%), as recorded in the approved meeting minutes. Guilford County encourages each contractor to meet or exceed the aspirational goals in recruiting MWBE providers.

The following goals were established for the [Project Name]:

Established Goal	Aspirational Goal	Vendor Committed Goal
10%	15%	

The following goal(s) were committed to by [Prime Vendor] on \$[Contract Amount] of the project:

Subcontractor Name	Work Scope	NC-HUB Certification	NC-HUB Ethnicity	% Committed	Amount Committed

Good Faith Efforts Review

In accordance with NC GS 143-128.2(f)., Minority business participation goals., and NC GS 143-131(b), a review of good faith efforts where the established goal has been met or exceeded is not required.

Good Faith Efforts Review

In accordance with NC GS 143-128.2(f)., Minority business participation goals., and NC GS 143-131(b), a review of good faith efforts where the established goal has not been met is required by statute. Failure to file a required affidavit or documentation that demonstrates that the contractor made the required good faith effort is grounds for rejection of the bid. Form # 3 Good Faith Efforts. Affidavit A should be attached to this form.



Good faith efforts made by [Vendor Name] listed in the proposal include the following:

Good faith efforts were verified by [Compliance Officer] and included the following steps for each category:

MWBE Department Award Recommendation

Please accept this as verification and certification that:

1. The bid opportunity, scope review, established goals, solicitation documents, and bid process identified above complied with all requirements set forth in the Board adopted MWBE Policy and Procedure Manual.
2. The MWBE Department supports and recommends [this/these] [contract/contracts] for award as presented.

MWBE Department Award Rejection

Please accept this as verification and certification that:

1. The bid opportunity, scope review, established goals, solicitation documents, and bid process identified above **did not comply** with all requirements set forth in the Board-adopted MWBE Policy and Procedure Manual.
2. The MWBE Department **will not support or recommend** [this/these] [contract/contracts] for award as presented.

X

Shaunne Thomas
MWBE Director

MWBE Compliance Letter_Part 1_Construction and Programmatic Design of the Windsor Chavis Nocho Community Center_20240405

Final Audit Report

2024-04-05

Created:	2024-04-05
By:	Maria Miles (mmiles2@guilfordcountync.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAA2ebLNSbkC7TlwiJfB-fkAEoYuwkbG0-8

"MWBE Compliance Letter_Part 1_Construction and Programmatic Design of the Windsor Chavis Nocho Community Center_20240405" History

-  Document created by Maria Miles (mmiles2@guilfordcountync.gov)
2024-04-05 - 12:44:51 PM GMT
-  Document emailed to Shaunne Thomas (stthomas12@guilfordcountync.gov) for signature
2024-04-05 - 12:44:55 PM GMT
-  Email viewed by Shaunne Thomas (stthomas12@guilfordcountync.gov)
2024-04-05 - 12:53:23 PM GMT
-  Document e-signed by Shaunne Thomas (stthomas12@guilfordcountync.gov)
Signature Date: 2024-04-05 - 12:54:21 PM GMT - Time Source: server
-  Agreement completed.
2024-04-05 - 12:54:21 PM GMT