



Date: Monday, January 29, 2024

Prepared By: Maria Miles

SOLICITATION DEVELOPMENT STAGE

Bid Description

20197-Jail Ministry

Scope Review Compliance

The MWBE Department met with representatives from the Sheriff's Office and Purchasing on January 25, 2024, to conduct a scope review and requirements for the subject solicitation. No scope adjustments were recommended. Non-profit organizations will most likely respond to this solicitation. Non-profit organizations do not meet the criteria for MWBE certification with NC HUB., this solicitation is exempt per the MWBE Administrative Manual, Chapter 8 Race and Gender-Neutral Program Elements, 8.26-Exempt Contracts.

MWBE Department Established Contracting Goals Review Compliance

There is one (1) goal for this solicitation:

1) **10% Established MWBE Goal is Waived**

2) 15% Aspirational Goal

Purchasing shall use the MWBE Goal Waiver template for this solicitation. 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 the subject solicitation for advertisement. The remainder of this document will be completed for final compliance before contract award once the Department submits its Recommendation of Award.

X 

Shaunne Thomas

MWBE Director



Date: Friday, April 5, 2024

Prepared By: Maria Miles

MWBE Vendor Notification Compliance

Outreach was conducted fourteen (14) business days prior to the proposal due date. 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

The MWBE Department was notified of the pre-proposal time and place for this solicitation and presented the MWBE requirements.

BID/PROPOSAL EVALUATION STAGE

MWBE Department Evaluation Inclusion Compliance

The MWBE Department reviewed and scored the responsive proposals.

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. The MWBE Department Director may waive a goal as directed per the MWBE Policy.

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.

The goal was waived for this RFP. Unite Greensboro Jail Ministry's contract amount is \$421,494.29

	Aspirational Goal	Vendor Committed Goal
10%	15%	0%-Self Performance

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. The established goal was waived for this RFP, therefor a GFE review is not required.

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 contract for award as presented.

X 
APR 5 2024 12:12 EDT

Shaunne Thomas
MWBE Director

20197-Jail Ministry-MWBE Compliance Letter-Final -20240405

Final Audit Report

2024-04-05

Created:	2024-04-05
By:	Maria Miles (mmiles2@guilfordcountync.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAARKVY4qkUKqCOBDVP1CUZkd61Kdc7-LW8

"20197-Jail Ministry-MWBE Compliance Letter-Final -20240405" History

-  Document created by Maria Miles (mmiles2@guilfordcountync.gov)
2024-04-05 - 4:10:22 PM GMT
-  Document emailed to Shaunne Thomas (stthomas12@guilfordcountync.gov) for signature
2024-04-05 - 4:10:27 PM GMT
-  Email viewed by Shaunne Thomas (stthomas12@guilfordcountync.gov)
2024-04-05 - 4:12:36 PM GMT
-  Document e-signed by Shaunne Thomas (stthomas12@guilfordcountync.gov)
Signature Date: 2024-04-05 - 4:12:48 PM GMT - Time Source: server
-  Agreement completed.
2024-04-05 - 4:12:48 PM GMT