



**Date:** Monday, February 19, 2024

**Prepared By:** Maria Miles

## **SOLICITATION DEVELOPMENT STAGE**

### **Bid Description**

Bid 20206-Food Services

### **Scope Review Compliance**

The MWBE Department met with Purchasing and the Sheriff's Department on February 19, 2024, 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**

There are two (2) goals for this solicitation:

- 1) 10% Established MWBE Goal; and
- 2) 15% Aspirational Goal

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.

A handwritten signature of Shaunne Thomas in black ink.

Shaunne Thomas  
MWBE Director



Date: Monday, May 6, 2024

Prepared By: Maria Miles

### **MWBE Vendor Notification Compliance**

Outreach efforts were conducted eighteen (18) 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.

## **BID/PROPOSAL EVALUATION STAGE**

### **MWBE Department Evaluation Inclusion Compliance**

The MWBE Department was included in the department evaluation of the proposals. The MWBE Department scored all proposals and provided the MWBE score for all 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.

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 Food Service RFP:

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

The following goal was committed to by Aramark Correctional Services on \$2,315,671 annually of the project:

Subcontractor Name	Work Scope	NC-HUB Certification	NC-HUB Ethnicity	% Committed	Amount Committed
N/A	N/A	N/A	N/A	0%	\$0

### **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 vendor submitted a self-performance affidavit. The MWBE Department will work with the vendor to see if any subcontracting opportunities exist.



## 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 

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Shaunne Thomas  
MWBE Director

# MWBE Compliance Letter\_ Final\_Bid 20206-Food Services-20240506

Final Audit Report

2024-05-06

Created:	2024-05-06
By:	Maria Miles (mmiles2@guilfordcountync.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAARGT462iuf7aU3ErkQmvqksFFiGLtgxgR

## "MWBE Compliance Letter\_ Final\_Bid 20206-Food Services-20240506" History

-  Document created by Maria Miles (mmiles2@guilfordcountync.gov)  
2024-05-06 - 6:32:27 PM GMT
-  Document emailed to Shaunne Thomas (sthomas12@guilfordcountync.gov) for signature  
2024-05-06 - 6:32:31 PM GMT
-  Email viewed by Shaunne Thomas (sthomas12@guilfordcountync.gov)  
2024-05-06 - 6:33:07 PM GMT
-  Document e-signed by Shaunne Thomas (sthomas12@guilfordcountync.gov)  
Signature Date: 2024-05-06 - 6:33:44 PM GMT - Time Source: server
-  Agreement completed.  
2024-05-06 - 6:33:44 PM GMT



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