



DATE: May 17, 2022  
TO: Tyler Meyer, Planning Manager  
FROM: Timothy Jackson III, M/WBE Coordinator  
SUBJECT: M/WBE Memo for RFLOI Downtown Parking Plan

The M/WBE Office reviewed the request submitted by the Transportation Department to contract with Kimley-Horn, Inc. to provide planning and design services for the Downtown Greensboro Parking Plan. The M/WBE Office determined that the above contract falls under one of the categories of contracts that is excluded from the scope and application of the M/WBE Program Plan as stated below:

The M/WBE Program Plan Policy states on page 4, section III - Scope of M/WBE Program, (a) Contracts that are subject to the U.S Department of Transportation Disadvantage Business Enterprise Program and Airport Concessions Disadvantage Business Enterprise Program as set forth in 49 CFR Parts 23 and 26 are excluded. Kimley-Horn, Inc. will be awarded a one-year contract estimated value of \$250,000.00.

Please be reminded that during the performance of the contract, if there are any changes including subcontractor replacement; the Department and Prime Contractor must contact the M/WBE Office for approval, before making any such changes or substitutions.

Cc: Allison Staton, M/WBE Coordinator  
Tyler Meyer, Planning Manager  
Jason Kieffer, Contracts Analyst