



DATE: December 7, 2022
TO: Nathanael Moore, Street Maintenance Operations Manager
FROM: Nora Gardner, M/WBE Specialist
SUBJECT: M/WBE Memo for On-Call 2023 Pavement Condition Survey Services

The M/WBE Office reviewed the request and documentation submitted for a six-month supplemental agreement with Withers & Ravenel to provide On-Call 2023 Pavement Condition Survey Services for the Field Operations Department to determine compliance with the City of Greensboro M/WBE Program Plan. M/WBE goals were not established for this project.

Withers & Ravenel was requested to solicit and make an effort to use certified M/WBE firms capable of providing services needed to fulfill the supplemental agreement.

The firm committed to utilizing an MBE firm on the project and will subcontract 9.53% (\$30,000.00) of the total contract value of \$314,800.00 to the following MBE firm:

ID	Firm Name	County	Description of the Work	Contract Amount	Contract %
MBE	Critek Engineering Group, P.C.	Guilford	Field Data Collection	\$30,000.00	9.53%

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

Thank You

Cc: Allison Staton, M/WBE Compliance Officer
Timothy Jackson III, M/WBE Coordinator