



DATE: July 24, 2024

TO: Shree Dorestant, Chief Sustainability Officer

FROM: Shadi Zeidan, Interim M/WBE Coordinator

SUBJECT: M/WBE Memo for Tree Canopy Assessment and Equity Prioritization

The M/WBE Office reviewed the request submitted for Tree Canopy Assessment and Equity Prioritization to determine compliance with the M/WBE Program Plan. The M/WBE Office had advance input in the specification process and respondents were eligible to receive up to a total of ten points for M/WBE participation. No contract goals were established for the services; however, M/WBE vendors were notified of the opportunity to submit proposals.

Planning Communities, LLC, a certified WBE firm in the Greensboro Relevant Market was selected and will be awarded a three (3) years contract for an estimated contract amount of \$330,000.00 (\$110,000.00/Year). The firm will subcontract 36% of the services to non-M/WBE vendors.

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.

SZ

Cc: Eric Eley, M/WBE Program Senior Manager
Allison Staton, M/WBE Compliance Officer