

City Council – Action Request Form

Date: February 11, 2019

To: The City Manager

From: Tiesha Hinton, Assistant Director of Business Inclusion & Advancement

Council Action Requested:
 Adoption of a Resolution Awarding Contract with MGT of America Consulting, LLC for the City of Winston Salem Disparity Study

Strategic Focus Area: Economic Vitality and Diversity
Strategic Objective: No
Strategic Plan Action Item: No
Key Work Item: No



Summary of Information:

On November 26, 2018, the Office of Business Inclusion & Advancement issued a Request for Proposal (RFP) for consultant services to conduct the City of Winston Salem Disparity Study.

The objective of the Disparity Study is to determine the effectiveness of the current M/WBE Program and to recommend modifications and adjustments, if necessary, to the City’s program. The consultant shall provide the City with the current legal guidance relative to not only new legislation, policies, and procedures to meet any constitutional mandates, but also programmatic needs of the City.

The consultant will study the City’s contractual awards in goods, services (professional and general), and construction for a five year period. The study for which proposals are being sought will cover the time period of July 1, 2013 through June 30, 2018.

A further objective is to recommend programmatic remedies to address any identified underutilization and reduce or eliminate any barriers that adversely affect the contract participation of M/WBE firms should they exist.

Committee Action:

Committee	Finance 2/11/19 CDHGG 2/12/19	Action	Forwarded to Council
For	Council Member Adams, Mayor Pro Tempore Burke, Council Member MacIntosh, Council Member Scippio, Council Member Besse	Against	None; Abstaining: Council Member Clark

Remarks:

A pre-proposal conference was held in room 16 of City Hall on December 11, 2018, in which 6 firms attended via conference call or in person.

On January 4, 2019, the City received proposals from the following five (5) companies: Miller 3 Consulting, Inc. (Atlanta, GA), Griffin & Strong, PC (Atlanta, GA), STATprog, Inc. (Raleigh, NC), MGT of America Consulting, LLC (Charlotte, NC), and BBC Research & Consulting (Denver, CO).

Consultant	Price
Miller 3 Consulting, Inc.	\$272,275
Griffin & Strong, PC	\$273,355
STATprog, Inc.	\$291,805
MGT of America Consulting, LLC	\$333,570
BBC Research & Consulting	\$334,966

An evaluation panel of City staff and three members of the M/WBE Advisory Committee reviewed the proposals received to select the consultant most qualified to meet the requirements of the RFP. Major criteria considered during the evaluation included, but were not limited to the following:

- Consultant's effort to use minority and/or woman-owned businesses
- Location of the consultant, with greater weight assigned to Winston-Salem based businesses, if applicable;
- Consultant's proposed plan of action/methodology based upon their understanding, a detailed approach to the firm's successful implementation of the project. Discussions of methodologies, a proposed work schedule, and critical staff were also considered.
- Consultant's overall qualification and experience;
- Consultant's total price providing all the required services and/or additional cost;
- Consultant's direct prior experience with other comparable governmental entities relating to disparity and policy analysis.

The evaluation panel assigned the highest score to MGT of America Consulting, LLC. EXHIBIT B provides the combined scores of the evaluation panel for each proposal. The evaluation panel provided high scores to MGT of America Consulting, LLC in the Proposed Plan of Action and Relevant Consultant Organization categories.

Based upon the above criteria, the evaluation panel recommends that the City award the contract for the City of Winston Salem Disparity Study to MGT of America Consulting, LLC. The initial contract term would be for six months, unless otherwise negotiated after award.

On January 29, 2018, city staff presented their recommendation to the M/WBE Advisory Committee for their review and consideration. Should the recommendation for award be approved by the Mayor and City Council, funds from the Housing Finance Assistance fund will be used for this purpose.

M/WBE comment: Please see Exhibit A for a complete list of businesses notified of this RFP opportunity. This RFP was posted on the City's and State's purchasing websites. Staff from the Office of Business Inclusion & Advancement addressed inquiries from potential respondents about compliance with the City's M/WBE policy at the pre-proposal conference and during the question period.

Workforce Demographics: See Exhibit A