

ATTACHMENT 1 SCOPE OF SERVICES

This Scope of Services is an integral part of this contract between the **County of Durham** (hereinafter referred to as “County”), and **Child Care Services Association, Inc.** (hereinafter referred to as “Contractor”), which contract is dated July 1, 2018.

CONTRACTOR hereby agrees to provide services and/or materials to the County pursuant to the provisions set forth below.

I. **Background/Purpose:** The purpose of this contract is for Durham County to purchase expert assistance for the purposes of expanding high-quality pre-kindergarten in Durham.

II. **Supporting Documentation** - The following documents are incorporated herein:

- Detailed scope of work, including timeline
- Graphic timeline showing tasks over the two fiscal years
- Detailed budget for the two years (\$769,824 in FY18-19 and \$813,733 in FY19-20)

III. **MWBE Participation**

Per the attached M/WBE compliance review from Durham County Purchasing, there are no M/WBE participation goals for this project.

III. **Work/Requirements:** See supporting documents attached (listed in Section II above).

IV. **Schedules/Timelines:**

See attached, detailed scope of work with timeline, but in general the work is to be completed over the next two fiscal years (FY18-19 – FY19-20).

V. **Transmittal/Delivery/Accessibility:**

All reports, information, invoices, etc. are to be directed to:

Durham County Manager’s Office
c/o Drew Cummings, Chief of Staff
200 E. Main St., 2nd Fl.
Durham, NC 27701
(919) 560-0065
dcummings@dconc.gov

VI. **Payment:**

Annual contract amounts will be paid quarterly at the beginning of each quarter upon receipt of an invoice. Unless otherwise arranged or stipulated, payment will be made by electronic funds transfer (EFT).



ATTACHMENT

MWBE Compliance Review Form - Agenda Action Form (AAF)

Department: County Manager

Project Name: Preschool Expansion Management Services

Durham County hereby establishes the following aspirational goals, which may be adjusted from time to time as deemed necessary by the County Manager or designee.

Categories	Construction	Architect/ Engineer	Services	Goods	MWBE Availability % (Median Availability)
Black American	14.6	9.8	10.9	2.8	10.4%
Asian American	1.3	3.0	1.1	.43	1.3%
Hispanic American	4.2	1.8	1.1	.43	1.5%
American Indian	.65	.75	1.0	.5	.70%
White Female	13.8	11.0	9.5	7.1	10.3%
Overall MWBE Participation Goal =					25.0%

Comments (To be completed by Purchasing):

In review of the MWBE compliance for RFP 18-005 Preschool Expansion Management Services, there are no MWBE participation goals achieved on this project. Child Care Services Association will be utilizing their own workforce to perform this particular service on the project.

MWBE Compliance reviewed by the Durham County MWBE Management Team:

Rick Greene, Asst. Procurement Manager

5/31/18

Date