

**SHELBY COUNTY SCHOOLS**  
**FORM B - LETTER OF INTENT TO**  
**PERFORM AS A SUBCONTRACTOR OR SUBCONSULTANT**  
*(PROVIDE MATERIALS, SUPPLIES, OR/ & SERVICES)*

Project Name: **(Re-Bid) Germantown HS Intercom System Replacement** Project/IFB # 09082020

Name of Prime Bidder/Proposer: \_\_\_\_\_

Address: \_\_\_\_\_  
                                    Street                                    City                    State                    Zip Code

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

Name of Certified Vendor: \_\_\_\_\_

The undersigned intends to perform work in connection with the above project as:

\_\_\_ Minority Business Enterprise \_\_\_ Women's Business Enterprise

The MWBE status of the undersigned is certified by the City of Memphis, Memphis and Shelby County Airport Authority, Mid-South Minority Business Council Continuum – Uniform Certification Agency (UCA), Shelby County Government or TriState Minority Supplier Development Council (TSMSSDC) and approved by Shelby County Schools.

Our firm is certified by \_\_\_\_\_

Certification number is \_\_\_\_\_ Expiration date \_\_\_\_\_

The undersigned is prepared to perform the following described work or provide materials/supplies in connection with the above project (*specify in detail particular work items, materials or services to be performed or provided*):

Description of work to be performed by certified vendor:  
  
\_\_\_\_\_  
  
\_\_\_\_\_

Subcontracting at any tier must be reported and is subject to all MWBE compliance requirements. This form shall be used for MWBE subcontracting at any level.

\_\_\_\_\_  
Date                                    Name of MWBE Company

\_\_\_\_\_  
Title of Authorized Officer                    Phone Number                    Email Address

\_\_\_\_\_  
(Signature)

**THE PRIME CONTRACTOR OR ARCHITECT MUST GET THIS FORM COMPLETED BY THE SUBCONTRACTORS OR SUPPLIERS.**