



**DATE:** February 12, 2019  
**TO:** Jay Guffey, Water Resources  
**FROM:** Kirim McGee, M/WBE Office  
**DEPARTMENT:** Water Resources  
**SUBJECT:** M/WBE Memo for Change Order No. 1 for Contract 2018-042 Birch Creek Sewer Extension (Public Outfalls to US 70)

The M/WBE Office reviewed the change order to contract No. 2018-042 Birch Creek Sewer Extension (Public Outfalls to US 70) to determine continued compliance with the City's M/WBE Program Plan. The M/WBE Program Plan requires a Prime contractor to make a Good Faith Effort to provide M/WBE firms an equal opportunity to perform on a contract including change orders. Change Order No. 1 will increase the value of the contract to Arcadis G&M of North Carolina, Inc to \$1,075,000.00. The current goal assigned to the contract was MBE 21%. The contractor is required to maintain the M/WBE participation throughout the duration of the contract unless approved in advance by the City. Arcadis continues to be in compliance with the M/WBE participation requirements of the contract.

Arcadis proposes to change the subcontract to JC Waller & Associates, PC and Cartographic Aerial Mapping, Inc by maintaining the overall MBE utilization on the contract of 21%.

| Certification | Firm Name                        | County   | Description of Work                                      | Original Contract Amount | Change Order Amount | Total Contract Amount |
|---------------|----------------------------------|----------|--|--------------------------|---------------------|-----------------------|
| M             | JC Waller & Associates, PC       | Guilford | Ground Survey, SUE, Boundary Survey and Easement Mapping | \$144,287.00             | \$36,340.00         | \$180,627.00          |
| M             | Cartographic Aerial Mapping, Inc | Guilford | Aerial Survey  | \$27,483.00              | \$16,219.25         | \$43,702.25           |

Please be reminded that during the performance of the contract, if there is a change to the scope of work either through change orders or additions; the contractor must contact the M/WBE Office prior to making any such changes or substitutions.

Please give me a call at 336-373-7698 if you have any questions.

KM

cc: Gwen Carter, M/WBE Coordinator