



DATE: February 4, 2020
TO: Ted Kallam, Engineering Division Manager
FROM: Gwen Carter, M/WBE Coordinator
DEPARTMENT: Engineering & Inspections
SUBJECT: M/WBE Memo for Contract #2017-0770 – General Sidewalk Improvements Change Order #1

The M/WBE Office reviewed the changes to Contract #2017-0770 General Sidewalk Improvements to determine continued compliance with the City’s M/WBE Program Plan. The contractor is required to maintain the original M/WBE commitment throughout the duration of the contract unless approved in advance by the City.

The original M/WBE commitment was MBE 6.0% and WBE 3.8%. Change Order #1 will increase the value of the contract from \$397,540.00 to 477,540.00. Due to a changes in the scope of work, the MBE utilization will increase to 6.74% and the WBE will decrease to .89%. Armen Construction LLC continues to be in compliance with the M/WBE participation requirements of the contract.

ID	Firm Name	County	Scope of Work	Original Contract Amount	Current Contract Amount	Current Percentage
MBE	Cinda LLC	Forsyth	Remove and Replace 4” Sidewalk	\$13,120.00	\$15,120.00	3.17%
MBE	McCain Striping	Guilford	Thermoplastic Pavement Marking	\$6,700.00	\$6,700.00	1.40%
MBE	Sawyers Landscaping	Surry	Silt Fence, Lawn areas, Matting	\$4,095.00	\$6,095.00	1.28%
WBE	Aggregate Haulers	Guilford	Hauling	\$14,987.25	\$4,230.00	.89%

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 or if a subcontractor is replaced; the contractor must contact the M/WBE Office prior to making any such changes or substitutions.

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