



**DATE:** November 29, 2016  
**TO:** Virginia Spillman, Water Resources  
**FROM:** Tiffany Jones, M/WBE Office  
**DEPARTMENT:** Water Resources  
**SUBJECT:** Townsend WTP Basin, Filter, and Backwash Improvements

The M/WBE Office reviewed the documentation submitted by Hazen and Sawyer to determine compliance with the City's M/WBE Plan. Contract goals were not established for the project; however prospective respondents were required to solicit and make a Good Faith Effort towards certified M/WBEs as potential sources for goods and services necessary to complete the project.

Hazen and Sawyer proposed to commit \$265,920 or 17% of the total contract value of \$1,537,000 to a MBE firm.

Certification	Firm Name	County	Description of Work	Dollar Value	Total Contract Percentage
MBE	S. L. King Engineering, PC	Guilford	Engineering Construction Mgt. & Start Up Services	\$265,920	17%

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.

TJ

cc: Gwen Carter, M/WBE Coordinator