



DATE: June 5, 2018
TO: Virginia Spillman, Water Resources
FROM: Kirim McGee, M/WBE Office
DEPARTMENT: Water Resources
SUBJECT: M/WBE Memo Contract Amendment for Contract Administration Services on Stewart Mill Lift Station & Stewart Mill Force Main- Change Order 5

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. Davis Martin Powell (DMP) is currently providing design and construction administration services at the Stewart Mill Lift Station & Stewart Mill Force Main; under the requested change order, DMP proposed to commit \$25,000 or 12.8% of the total change order amount of \$195,000.00 to a MBE firm.

Certification	Firm Name	County	Description of Work	Dollar Value	Total Contract Percentage
MBE	Critek Engineering Group	Guilford	Contract Administration	\$25,000	12.8%

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