



DATE: May 24, 2016
TO: Virginia Spillman, Water Resources
FROM: Tiffany Jones, M/WBE Office
SUBJECT: Mitchell WTP Raw Water Transmission Mains Evaluation

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 \$16,500 or 6% of the total contract value of \$285,440 to a WBE firm.

Certification	Firm Name	County	Description of Work	Dollar Value	Total Contract Percentage
WBE	Westcott, Small, & Associates, PLLC	Guilford	Design of utility access points	\$16,500	6%

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