



**DATE:** July 26, 2016  
**TO:** Virginia Spillman, Water Resources  
**FROM:** Tiffany Jones, M/WBE Office  
**DEPARTMENT:** Water Resources  
**SUBJECT:** Mitchell WTP Filter Backwash Pump Replacement & System Improvements

The M/WBE Office reviewed the documentation submitted by CDM Smith 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.

CDM Smith proposed to commit \$30,680 or 8.4% of the total contract value of \$364,500 to an MBE firm.

Certification	Firm Name	County	Description of Work	Dollar Value	Total Contract Percentage
MBE	CriTek Engineering Group, PA	Guilford	Resident Project Rep/Construction Inspection Services	\$30,680	8.4%

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