



DATE: September 20, 2016
TO: Virginia Spillman, Water Resources
FROM: Tiffany Jones, M/WBE Office
DEPARTMENT: Water Resources
SUBJECT: Air Harbor Reservoir Evaluation

The M/WBE Office reviewed the documentation submitted by HDR Engineering Inc. 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.

HDR proposed to commit \$23,000 or 11.5% of the total contract value of \$199,500 to an M/WBE firms.

Certification	Firm Name	County	Description of Work	Dollar Value	Total Contract Percentage
MBE	JC Waller & Associates	Guilford	Survey	\$11,000	5.5%
WBE	Kennerly Engineering & Design, Inc.	Davidson	Document Condition of Reservoir	\$12,000	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