



DATE: June 9, 2017
TO: Monica Jarrett, Water Resources
FROM: Tiffany Jones, M/WBE Office
DEPARTMENT: Water Resources
SUBJECT: M/WBE Memo Townsend WTP Lagoon #2 Project

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 \$33,500 or 8.4% of the total contract value of \$398,615 to a MBE firm.

Certification	Firm Name	County	Description of Work	Dollar Value	Total Contract Percentage
MBE	JC Waller & Associates	Guilford	Survey & Support Services	\$33,500	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