



DATE: June 21, 2017

TO: Monica Jarrett, Water Resources

FROM: Tiffany Jones, M/WBE Office

DEPARTMENT: Water Resources

SUBJECT: M/WBE Memo Contract #2016-390 Townsend WTP Construction Observation Services Change Order #1

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. Hazen and Sawyer is currently providing construction observation services at Townsend WTP; under the requested change order, Hazen and Sawyer proposed to commit \$170,240 or 90% of the total change order amount of \$189,155 to a MBE firm.

Certification	Firm Name	County	Description of Work	Dollar Value	Total Contract Percentage
MBE	CriTek Engineering Group, PA	Guilford	Construction Observation/Resident Project Rep.	\$170,240	90%

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