



DATE: June 27, 2017

TO: Monica Jarrett, EI

FROM: Kirim McGee, M/WBE Office

DEPARTMENT: Water Resources

SUBJECT: M/WBE Memo for Scope and Fee Proposal for Preconstruction, CM and RPR Services for the CMAR Package 4 Electrical Project

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 contract; 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 \$100,500.00 or 14.5% of the total contract value of \$687,082.00 to M/WBE firms.

Certification	Firm Name	County	Description of Work	Dollar Value	Total Contract Percentage
MBE	John Davenport Engineering, Inc	Forsyth	Resident Inspection Services	\$55,500.00	8.0%
WBE	Westcott Small and Associates	Guilford	Construction Administration	\$45,000.00	6.5%

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 if you have any questions.

KM

cc: Gwen Carter, M/WBE Coordinator