



DATE: July 19, 2017

TO: Virginia Spillman, PE

FROM: Kirim McGee, M/WBE Office

DEPARTMENT: Water Resources

SUBJECT: MWBE Memo for Engineering Services Alamance Church Road Water and Sewer Improvements

The M/WBE Office reviewed the documentation submitted by Stantec Consulting Services, Inc to determine compliance with the City's M/WBE Plan. M/WBE goals were not established for the contract; prospective respondents were required to solicit and use certified M/WBEs if they were potential sources for services necessary to fulfill the contract.

Stantec Consulting Services, Inc proposed to commit \$12,000.00 or 10.45% of the total contract value of \$114,800.00 to an MBE firm.

Certification	Firm Name	County	Description of Work	Dollar Value	Total Contract Percentage
MBE	CriTek Engineering Group, PC	Guilford	Engineering Services	\$12,000.00	10.45%

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 336-373-7747 if you have any questions.

KM

cc: Gwen Carter, M/WBE Coordinator