



DATE: May 11, 2018

TO: Monica Jarrett, Water Resources

FROM: Tiffany Jones, M/WBE Office

DEPARTMENT: Water Resources

SUBJECT: M/WBE Memo Contract #2017-0610 TZO Incinerator Ash Press Replacement Design & Construction Administration

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. Arcadis is currently providing design and construction administration services at the TZO WRF; under the requested change order, Arcadis proposed to commit \$29,200 or 25% of the total change order amount of \$114,200 to M/WBE firms.

Certification	Firm Name	County	Description of Work	Dollar Value	Total Contract Percentage
WBE	Shermin Ata, Architect, PLLC	Guilford	Architectural Consultation	\$1,500	1.3%
MBE	CriTek Engineering Group, P.C	Guilford	RPR Services	\$27,700	24.3%

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