



DATE: June 20, 2018

TO: Jana Stewart, Engineering Supervisor

FROM: Kirim McGee, M/WBE Office

DEPARTMENT: Water Resources

SUBJECT: M/WBE Memo for Sewer Force Main Condition Assessments

The M/WBE Office reviewed the documentation submitted by Arcadis G&M of North Carolina, 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.

Arcadis proposed to commit \$5,000.00 or 1.4% of the total contract value of \$360,000.00 to a MBE firm.

Certification	Firm Name	County	Description of Work	Dollar Value	Total Contract Percentage
MBE	Critek Engineering Group	Guilford	Engineering Fieldwork	\$5,000.00	1.4%

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.

KM

cc: Gwen Carter, M/WBE Coordinator