



DATE: July 6, 2018
TO: Virginia Spillman, Engineering Manager
FROM: Kirim McGee, M/WBE Office
DEPARTMENT: Water Resources
SUBJECT: Air Park Booster Pump Station Improvements Design

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 project; 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 \$155,260.00 or 45.9% of the total contract value of \$338,641.00 to M/WBE firms.

Certification	Firm Name	County	Description of Work	Dollar Value	Total Contract Percentage
MBE	SAMR, PLLC	Guilford	Design Services(HVAC, Plumbing, Low Voltage Electrical, and Mentor/Protégé)	\$69,390.00	20.5%
WBE	Westcott, Small & Associates	Guilford	Design Services(Site, Landscaping, Storm Drain, Watershed Management, Permitting and Surveying)	\$85,870.00	25.4%

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 336-373-7747 if you have any questions.

Kirim McGee
cc: Gwen Carter