



**DATE:** January 8, 2019

**TO:** Jay Guffey, Engineering Supervisor

**FROM:** Kirim McGee, M/WBE Office

**DEPARTMENT:** Water Resources

**SUBJECT:** M/WBE Memo for Mitchell WTP Phase 1 Residuals Improvements - Backwash Wastewater Treatment Improvements and Sedimentation Sludge Collection System Design Services

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. 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. CDM Smith, Inc proposed to commit \$1,119,300 or 14.1% of the total amount of \$158,157.00 to MBE firms.

Certification	Firm Name	County	Description of Work	Dollar Value	Total Contract Percentage
M	JC Waller & Associates, PC	Guilford	Surveying, Wetland survey and flagging, and permitting for erosion control permit	\$107,157.00	9.5%
M	Critek Engineering Group	Guilford	Design of 12" force main to include permitting, easement coordination, erosion and sedimentation control plan and coordination of geotechnical work	\$51,000.00	4.6%

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