



DATE: April 10, 2019

TO: Jay Guffey, Engineering Supervisor

FROM: Kirim McGee, M/WBE Office

DEPARTMENT: Water Resources

SUBJECT: M/WBE Memo for Mitchell WTP 2019 Improvements- Construction Administration (CA) and Resident Project Representation (RPR) 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 participation requirements 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 G&M of North Carolina, Inc proposed to commit \$617,200.00 to Critek Engineering Group, LLC (Certified MBE) of which 15% will be sublet to Donald Berkman (non-M/WBE firm) to perform the high voltage electrical on the project and \$17,500.00 to Shermin Ata, Architect PLLC (Certified WBE) of the total amount of \$2,300,000.00.

Certification	Firm Name	County	Description of Work	Dollar Value	Total Contract Percentage
M	Critek Engineering Group	Guilford	Resident Project Representative	\$617,200.00	26.8%
W	Shermin Ata, Architect, PLLC	Guilford	Construction Administration Services	\$17,500.00	.08%

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