



DATE: October 16, 2019

TO: Monica Jarrett, Water Resources

FROM: Nora Gardner

DEPARTMENT: Water Resources

SUBJECT: M/WBE Memo for **Contract #2017-5271** Water Billing Meter Change Out Support Services - Change Order 1

The M/WBE Office reviewed the changes to contract #2017-5271 Water Billing Meter Change Out Support Services to determine continued compliance with the City's M/WBE Program Plan. The Change order request was submitted for the extension of time and additional funding. Change Order 1 will increase the total dollar value of the contract from \$282,000.00 to \$423,000.00 and extend the time to December 2021. All Systems Restored HVAC & Electrical, LLC, a certified MBE, will continue to fulfill the work of the contract with its own workforces as it appears that the contractor has the capacity to perform all of the work without the use of subcontractors.

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 or if a subcontractor is replaced, the contractor must contact the M/WBE Office prior to making any such changes or substitutions.

Please give me a call if you have any questions.

Nora Gardner

cc: Gwen Carter