



DATE: December 16, 2019

TO: Johnnie Hill, Coordinator Construction Projects

FROM: Shadi Zeidan, M/WBE Specialist

DEPARTMENT: Water Resources

SUBJECT: M/WBE Memo for Change Order#1 Contract #2018-054 Voss Stream Relocation and Culvert Design

The M/WBE Office reviewed the requested change order to Contract #2018-054 Voss Stream Relocation and Culvert Design project to determine continued compliance with the City's M/WBE Program Plan. There were no contract specific Goals established for the project. The original contract amount was \$138,400.00 with 27.24% MBE utilization; and the requested change order amount is \$27,300.00 for a total contract value of \$165,700.00. The MBE utilization will increase by 2.27%

Davis • Martin • Powell (DMP) proposed to increase the MBE utilization by \$11,200.00.
Changes are as follows:

ID	Firm Name	County	Scope of Work	Original Contract Amount	Current Contract Amount	Current %
MBE	J.C. Waller & Associates, PC	Guilford	Surveying	\$27,400.00	\$33,900.00	20.46%
MBE	CriTek Engineering Group	Guilford	Erosion Control Design	\$10,300.00	\$15,000.00	9.05%

Please be reminded that during the performance of the contract, if there is a change to the scope of the work; the M/WBE Office must be contacted prior to making any such changes or additions.

Thank you,

Cc: Gwen Carter, M/WBE Coordinator