



DATE: January 17, 2020
TO: Johnnie Hill, Coordinator Construction Projects
FROM: Shadi Zeidan, MWBE Specialist
DEPARTMENT: Water Resources
SUBJECT: M/WBE Memo for On-Call North Buffalo Creek Streambank Stabilizations

The M/WBE Office reviewed the request from the Water Resources Department for the supplemental agreement with Davis • Martin • Powell (DMP) to provide On-Call for North Buffalo Creek Streambank Stabilizations and to determine compliance of the M/WBE Program Plan. M/WBE goals were not established for the contract.

Davis • Martin • Powell (DMP) was requested to solicit and make an effort to use certified M/WBE firms capable of providing services needed to fulfill the supplemental agreement. The vendor committed to utilizing an MBE firm for the project.

The firm committed to subcontract 11.97% (\$12,500.00) of the total contract value of \$104,000.00 to the following MBE firm.

Certification	Firm Name	County	Description of Work	Annual Contract Value	Utilization Percentage
MBE	CriTek Engineering Group, PC	Guilford	Erosion Control Design and Permitting	\$12,500.00	11.97%

Please be reminded that during the performance of the contract, if there are any changes to the contract; the M/WBE Office must be contacted prior to making any changes.

Thank you

cc: Gwen Carter, M/WBE Coordinator
Jay Guffey, Engineering Supervisor