



**DATE:** March 6, 2020

**TO:** John Fersner, Engineering Manager

**FROM:** Allison Staton, Senior M/WBE Specialist

**DEPARTMENT:** Engineering and Inspections

**SUBJECT:** M/WBE Memo for Contract #2018-0510 for Davie Street Streetscape Project – Change Order #1

The M/WBE Office reviewed the change order request for Contract #2018-0510 Davie Street Streetscape Design Project to determine continued compliance with the City's M/WBE Program Plan. The contractor is required to maintain the M/WBE participation throughout the duration of the contract unless approved in advance by the City.

The original commitment was WBE 15.3% and MBE 0%. Change Order #1 in the amount of \$50,000, will increase the value of the contract from \$604,863.00 to \$654,863.00. The overall WBE utilization will increase to 17.63%. Kimley-Horn and Associates, Inc. continues to be in compliance with the M/WBE requirements for the contract.

Kimley-Horn and Associates, Inc. will utilize the following firm to meet the increased WBE goals.

Certification	Firm Name	County	Description of Work	Original Contract Amount	Current Contract Amount	Utilization Percentage
WBE	Revington Reaves Landscape	Guilford	Landsaping	\$94,000.00	\$94,000.00	14.35%
WBE	Wetherill Engineering Inc.	Wake	Subsurface Utility Services	\$21,464.94	\$21,464.94	3.28%

Please be reminded that any changes during the performance of the contract must be submitted in writing to the M/WBE Office by both the department and vendor; prior approval is required to making any such changes.

Cc: Gwen Carter, M/WBE Coordinator  
Kenny McDowell, Engineering Director