



**DATE:** March 31, 2020

**TO:** Danny Briggs, Utility Design Engineer

**FROM:** Shadi Zeidan, MWBE Specialist

**DEPARTMENT:** Water Resources

**SUBJECT:** M/WBE Memo for Mitchell WTP Lake Daniel Clearwell Improvements.

The M/WBE Office reviewed the proposal from CDM Smith, Inc. to determine compliance with the M/WBE Program Plan for the Mitchell WTP Lake Daniel Clearwell Improvements supplemental agreement.

M/WBE goals were not established; the company was required to solicit and make an effort to use certified M/WBE firms capable of providing services needed to fulfill the agreement

The total contract amount is \$514,100.00. The MBE utilization is 12.43% (\$63,900.00) and WBE 1.52% (7,800.00). CDM Smith, Inc. will utilize the following M/WBE firms.

ID	Firm Name	County	Description of Work	Contract Value	Utilization Percentage
MBE	SAMR, PLLC	Guilford	Process design for THM control and low voltage system design	\$63,900.00	12.43%
WBE	TFF Architects & Planners, LLP	Guilford	Membrane roof replacement and repair design	\$7,800.00	1.52%

Please be reminded that during the performance of the contract, if there is a changes; the Department and Prime Contractor must contact the M/WBE Office for approval, prior to making any such change.

Thank you

cc: Gwen Carter, M/WBE Coordinator