



DATE: April 15, 2020

TO: Monica Jarrett, Utility Design Engineer

FROM: Gwen Carter, MWBE Coordinator

DEPARTMENT: Water Resources

SUBJECT: M/WBE Memo for Fall Protection System Replacement Services

The M/WBE Office reviewed the documentation submitted by LBJ Inc. to determine compliance with the City's M/WBE Program Plan. M/WBE goals were not established; respondents were required to solicit and make an effort to use certified M/WBE firms capable of providing services needed to fulfill the contract.

LBJ Inc. proposed to commit 9.81% of the total contract value (\$272,650.00) to an MBE firm:

| ID | Firm Name | County | Description of Work | Dollar Value | Percentage |
|-----|---------------------|----------|-----------------------------------|--------------|------------|
| MBE | BBFoster Consulting | Guilford | Construction Inspection and Admin | \$26,745.00 | 9.81% |

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

GC