



**DATE:** May 5, 2020

**TO:** Virginia Spellman, Engineering Manager

**FROM:** Allison Staton, Senior MWBE Specialist

**DEPARTMENT:** Water Resources

**SUBJECT:** M/WBE Memo for Water and Sewer Improvements Megasite Phase III Design Services

The M/WBE Office reviewed the request from the Water Resources Department for the supplemental agreement with HDR Engineering Inc. of the Carolinas to provide design services for the Megasite Phase III Design and to determine compliance of the M/WBE Program Plan. M/WBE goals were not established for the contract.

HDR Engineering Inc. of the Carolinas 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 M/WBE firm for the project.

The firm committed to subcontract 14.85% (\$39,500) of the total contract value of \$265,968.00 to the following M/WBE firm.

Certification	Firm Name	County	Description of Work	Contract Value	Utilization Percentage
MBE	MLA Design Group, Inc.	Forsyth	Survey, Property Search and Plat Development	\$39,500.00	14.85%

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

AS

Cc: Gwen Carter, M/WBE Coordinator