



DATE: May 29, 2020

TO: Jason Geary, Engineering Division Manager

FROM: Shadi Zeidan, M/WBE Specialist

DEPARTMENT: Engineering and Inspections

SUBJECT: M/WBE Memo for Change Order#1 Contract #2018-052 Rehabilitation of Bridges 400495 and 400496 - Assessment, Plans, and Inspection

The M/WBE Office reviewed the changes to contract #2018-052 Rehabilitation of Bridges 400495 and 400496 - Assessment, Plans, and Inspection Project to determine continued compliance with the City's M/WBE Program Plan. The contractor is required to maintain the original M/WBE participation throughout the duration of the contract unless approved in advance by the City. The original M/WBE commitment was WBE 4.06%. Due to changes in the scope of work, the WBE utilization was increased to 4.15%. Volkert, Inc. continues to be in compliance with the M/WBE participation requirements of the contract.

Volkert, Inc. proposed to commit \$13,000.00 of the \$313,500.00 to M/WBE firms as follows:

ID	Firm Name	County	Original Contract Amount	Current Contract Amount	%
WBE	Westcott, Small, & Associates	Guilford	\$12,000.00	\$13,000.00	4.15%

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.

Shadi Zeidan
M/WBE Specialist

Cc: Gwen Carter, M/WBE Coordinator
Mike Mabe, Field Operations Department