



**DATE:** July 28, 2020

**TO:** Brian Boyd, Construction Project Coordinator

**FROM:** Gwen Carter, MWBE Compliance Officer

**DEPARTMENT:** Water Resources

**SUBJECT:** M/WBE Memo for Knox Rd and Bethel Church Rd Waterline Ext.

The M/WBE Office reviewed the documentation submitted for the Knox Rd and Bethel Church Rd Waterline Ext. design contract to determine compliance with the M/WBE Program Plan. M/WBE goals were not established for the contract. Contractors were required to solicit and make efforts to use certified M/WBE firms capable of providing the goods and services needed to fulfill the agreement.

Westcott, Small & Associates, PLLC, a certified WBE firm has committed 47.14% of the total contract value (\$397,563.00) to the following M/WBE firms:

ID	Firm Name	County	Description of Work	Contract Value	Utilization Percentage
MBE	JC Waller & Associates	Guilford	Surveying	\$118,958.00	29.92%
WBE	Three Oaks Engineering	Durham	Septic Tank Evaluation, Stream/Wetlands ID, Permitting	\$38,500.00	9.68%
WBE	Falcon Engineering	Wake	Geotechnical	\$29,950.00	7.53%

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.