



DATE: September 21, 2020

TO: Jason Geary, Engineering Manager

FROM: Allison Staton, Senior M/WBE Specialist

DEPARTMENT: Transportation

SUBJECT: M/WBE Memo for Contract 2018-0370 - East Gate City Blvd Roadway and Sidewalk Improvements - Change Order #1

The M/WBE Office reviewed the change order request for Contract 2018-0370 - East Gate City Blvd Roadway and Sidewalk Improvements for the Transportation Department to determine continued compliance with the City's M/WBE Program Plan. The contractor is required to maintain the M/WBE participation throughout the duration of the contract unless approved in advance by the City.

The original M/WBE commitment was 10%. Change Order #1 for \$37,500.00, will increase the value of the contract from \$290,000.00 to \$327,500.00. The overall M/WBE utilization will increase to 10.68% with MBE 8.24% (\$27,000.00) and WBE 2.44% (\$8,000.00).

WithersRavenel committed to utilizing the following M/WBE firms on the project.

ID	Firm Name	County	Description of Work	Original Contracted Amount	Change Order Amount	Current Contract Amount	M/WBE %
MBE	CriTek Engineering Group, P.C.	Guilford	Erosion Control Design & Permitting	\$27,000.00	\$0.00	\$27,000.00	8.24%
WBE	Simon Resources, Inc.	Forsyth	Public Involvement	\$0.00	\$8,000.00	\$8,000.00	2.44%

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

AS

Cc: Gwen Carter, M/WBE Compliance Officer
Chris Spencer, Transportation Engineering Manager