



DATE: November 25, 2020

TO: Monica Jarrett, Utility Design Engineer

FROM: Shadi Zeidan, MWBE Specialist

DEPARTMENT: Water Resources

SUBJECT: M/WBE Memo for 2021 TZO I&C Resident Engineer Services

The M/WBE Office reviewed the request and documentation submitted for a supplemental agreement for professional services with CITI, LLC to provide I&C resident engineer and electrical services for the Water Resources Department to determine compliance with the City of Greensboro M/WBE Program Plan. M/WBE goals were not established for this project.

CITI, LLC, an MBE firm will be awarded a one-year contract in the amount of \$131,194.00. The firm has committed to subcontract 11.78% (\$15,450.00) to S.S.M.C. Inc., an MBE firm. The contract is being 100% performed by MBE firms.

ID	Firm Name	County	Description of Work	Contract Amount	Contract %
MBE	CITI, LLC S.S.M.C. Inc.	Wake Guilford	I&C Resident Engineer Electrical Services	\$131,194.00	100%

Please be reminded that before and/or during the performance of the contract, if there are any changes to the contract; the M/WBE Office must be contacted before making any changes.

cc: Allison Staton, M/WBE Coordinator  
Jay Guffey, Engineering Supervisor