



DATE: November 23, 2020

TO: Jana Stewart, Utility Design Engineer

FROM: Nora Gardner, M/WBE Division

DEPARTMENT: Water Resources

SUBJECT: M/WBE Memo for On-Call InfoAsset Planner Implementation Assistance

The M/WBE Office reviewed the request and documentation submitted for a one-year supplemental agreement with CDM Smith, Inc. to provide On-Call InfoAsset Planner Implementation Assistance 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.

CDM Smith, Inc. was requested to solicit and make an effort to use certified M/WBE firms capable of providing services needed to fulfill the supplemental agreement. CDM Smith, Inc. committed to utilizing an MBE firm on the project. The firm will subcontract 10% (\$19,850.00) of the total contract value (\$198,500.00) to the following MBE firm:

ID	Firm Name	County	Description of the Work	Contract Amount	Contract %
MBE	Stewart Engineering, Inc.	Wake	Various GIS mapping efforts related to sewer system asset management	\$19,850.00	10%

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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.

Cc: Allison Staton, M/WBE Coordinator