



DATE: 9/23/2021

TO: Jon Briggs, Utility Design Engineer

FROM: Nora Gardner, M/WBE Specialist

SUBJECT: M/WBE Memo for Contract 2019-0440 Professional Engineering Services for the Mitchell WTP Improvements Change Order # 1

The M/WBE Office reviewed the change order request for Contract 2019-0440 Professional Engineering Services for the Mitchell WTP Improvements 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.

Arcadis G&M of North Carolina, Inc was awarded a contract for \$2,300,000.00 with an MBE commitment of 26.8% (\$617,200.00) and approved by City Council on May 21, 2019. Change Order #1 in the amount of \$984,000.00 will add services and funding to the project, increasing the total value of the contract from \$2,300,000.00 to \$3,284,000.00. The overall MBE utilization will increase from 26.80% to 29.76%. The contractor committed to utilizing the following MBE firm on the project:

ID	Firm Name	County	Description of Work	Original Contract Amount	Change Order Amount	New Contract Amount	MBE %
MBE	CriTek Engineering Group, LLC	Guilford	Resident Project Representative	\$617,200.00	\$360,000.00	\$977,200.00	29.76%

Please be reminded that during the performance of the contract, if there are any changes, including subcontractor replacement, the Department and Vendor must contact the M/WBE Office for approval before making any such changes or substitutions.

Thank You

Cc: Allison Staton, M/WBE Compliance Officer