



DATE: November 17, 2021

TO: Anna Stoddard, Water Resources Departmental Safety Admin

FROM: Shadi Zeidan, M/WBE Specialist

SUBJECT: M/WBE Memo for Contract #2020-0310 Fall Protection System Replacement Services, Change Order #2

The M/WBE Office reviewed the change order request for Contract #2020-0310 Fall Protection System Replacement Services to determine continued compliance with the City's M/WBE Program Plan. M/WBE goals were not established for this project.

On May 19, 2020, Council approved to award LJB, Inc. a contract for \$272,650.00. On September 15, 2020 Council approved Change Order #1 for \$62,797.00. The firm committed to utilizing MBE 9.81% (\$32,907.00). The Water Resources Department received approval of a five year contract due the sensitive and specialized nature of the work. Change Order #2 for \$369,180.00 will increase the total contract amount to \$704,627.00. LJB, Inc. has committed to utilizing 8.53% (\$31,493.00) of the change order amount to MBE firm. The overall contract will decrease the MBE utilization to 9.14%. The firm continues to comply with the M/WBE Program Plan and will continue to utilize the following firm:

ID	Firm Name	County	Description of Work	Current Contract Amount Including CO#1	Change Order #2 Amount	New Contract Amount	Total Contract %
M	BBFoster Consulting, PC	Guilford	Quality Control, Document Review, Field Assistance Construction & Inspection Administration	\$32,907.00	\$31,493.00	\$64,400.00	9.14%

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

Cc: Allison Staton, M/WBE Compliance Officer
Timothy Jackson, M/WBE Coordinator