



DATE: November 15, 2021

TO: Shawna Tillery, Planning and Project Development Manager

FROM: Shadi Zeidan, M/WBE Specialist

SUBJECT: M/WBE Memo for Facilities Master Planning Services for Outdoor Aquatics

The M/WBE Office reviewed the request submitted for Facilities Master Planning Services for Outdoor Aquatics for the Parks and Recreation Department to determine compliance with the M/WBE Program Plan. The M/WBE Office had advance input in the specification process and respondents were eligible to receive up to a total of ten points for M/WBE participation. No contract goals were established for the services; however, M/WBE firms were notified of the opportunity to submit a proposal.

CPL was the selected firm for a contract value of \$179,870.00. The firm committed to subcontract with the following M/WBE firms:

ID	Firm Name	County	Description of Work	Contract Amount	Contract %
MBE	Bree & Associates, Inc.	Guilford	Cost Estimating	\$9,250.00	5.14%
WBE	Revington Reaves	Guilford	Community Engagement/Design	\$15,000.00	8.34%

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