



DATE: June 6, 2022

TO: Monica Jarrett, Utility Design Engineer - Water Resources

FROM: Shadi Zeidan, Senior M/WBE Specialist

SUBJECT: M/WBE Memo for T.Z. Osborne SCADA Support and Electrical Services 2022-2023

The M/WBE Office reviewed the request from Water Resources Department for a supplemental agreement with CITI, LLC to provide SCADA Support and Electrical Services for T.Z. Osborne and to determine compliance with the M/WBE Program Plan. The Water Resources Department received approval to enter into a Supplemental Agreement that ends approximately in 18-Months from the Notice To Proceed. M/WBE goals were not established for the contract.

CITI, LLC an MBE vendor were requested to solicit and make an effort to use certified M/WBE firms capable of providing services needed to fulfill the project. The firm has committed to utilizing another MBE firm on the project. CITI, LLC will subcontract 12.83% (\$15,915.00) of the total contract value of \$124,075.00 to MBE as the following:

ID	Firm Name	County	Description of the Work	Contract Amount	Contract %
MBE	S.S.M.C., Inc.	Guilford	Electrical Services	\$15,915.00	12.83%

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.

Thank you

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