



DATE: August 23, 2022

TO: Shawna Tillery, Park & Recreation Planning & Project Develop. Mgr.

FROM: Allison Staton, M/WBE Compliance Officer

SUBJECT: M/WBE Memo for Contract 2017- 0310 - Facility Improvements and Development of Battleground Park District Phase I Project - Change Order 3

The M/WBE Office reviewed the change order request for 2017- 0310 - Facility Improvements and Development of Battleground Park District (BPD) Phase I Project for the Parks and Recreation Department to determine continued compliance with the M/WBE Program Plan. No goals were established for the project.

Natural Science Center of Greensboro (NSC) was originally awarded a \$615,000.00 contract for the first phase design and development of BPD and parking lot improvements. Change Order #1 (\$381,650.00) for additional design development and phase II schematic design services was approved by Council on April 14, 2019. The WBE commitment was WBE 8.90%. On May 19, 2020, Council approved change order #2 (\$385,990.00) for construction documents and administration. The WBE commitment increased to 12.72%. Change order #3 in the amount of \$12,327.50 for a PARTIF grant and geo-tech services will increase the total contract value to \$1,394,967.50 and reduce the overall WBE commitment to 12.61%. The contract continues to comply with the M/WBE Program Plan. The NSC will maintain the WBE utilization commitment of \$175,877.10 with the following firm.

ID	Firm Name	County	Current Contract Amount	Change Order Amount	Total Contract Amount	Total Contract %
WBE	Westcott, Small & Assoc.	Guilford	\$175,877.10	\$0.00	\$175,877.10	12.61%

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: Timothy Jackson III, M/WBE Coordinator



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