



DATE: October 17, 2022
TO: Jana Stewart, Water Resources Engineering Manager
FROM: Shadi Zeidan, Senior M/WBE Specialist
SUBJECT: M/WBE Memo for 2022-2023 Modeling Support

The M/WBE Office reviewed the request and documentation submitted for a supplemental agreement with Hazen and Sawyer to perform hydraulic modeling support and distribution system testing services, and to determine compliance with the M/WBE Program Plan. Water Resources Department received approval to enter into a supplemental agreement. M/WBE goals were not established for this service.

Hazen and Sawyer 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 committed to utilizing an MBE firm on the project and will subcontract 10.00% (\$18,000.00) of the total contract value of \$180,000.00 to the following firm:

ID	Firm Name	County	Description of Work	Contract Value	Utilization Percentage
MBE	Stewart Engineering Inc.	Wake	Data Processing and Mapping	\$18,000.00	10.00%

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.

SZ

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