



DATE: November 9, 2022  
TO: Jay Guffey, Engineering Supervisor  
FROM: Timothy Jackson III, M/WBE Coordinator  
SUBJECT: M/WBE Memo for Water Booster Station I & C and SCADA

The M/WBE Office reviewed the request from the Water Resources Department for a supplemental agreement with HDR Engineering Inc. of the Carolinas (HDR) to provide Professional Engineering Services and to determine compliance with the M/WBE Program Plan. M/WBE goals were not established for the contract.

HDR was requested to solicit and make an effort to use certified M/WBE firms capable of providing services needed to fulfill the contract agreement. The firm committed to utilizing a MBE firm on the project. HDR will subcontract 16.15% (\$209,736.80) of the total contract value of \$1,299,000.00 to the following firm:

<b>Certification</b>	<b>Firm Name</b>	<b>County</b>	<b>Description of Work</b>	<b>Contract Value</b>	<b>Utilization Percentage</b>
MBE	SAMR	Guilford	Design Services, SCADA Programming/Startup Support	\$209,736.80	16.15%

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