



DATE: November 30, 2022

TO: Mario Edouard, Water Resources Engineering Supervisor

FROM: Shadi Zeidan, Senior M/WBE Specialist

SUBJECT: M/WBE Memo for Contract #2022-5120, 2022 Sanitary Sewer Evaluation Study and Rehabilitation Design, Change Order #1

The M/WBE Office reviewed the change order request for Contract #2022-5120, 2022 Sanitary Sewer Evaluation Study and Rehabilitation Design to determine compliance with the City's M/WBE Program Plan. The contractor is required to maintain the M/WBE participation throughout the duration of the contract unless approved in advance by the City. The request is for additional funds for flow monitoring.

On May 23, 2022, Council approved to award CDM Smith, Inc. a contract for \$600,600.00. The firm committed to utilizing MBE 20.78% (\$124,800.00). Change Order #1 for \$158,900.00 will increase the total contract amount to \$759,500.00 and decrease the overall M/WBE utilization to MBE 16.43%. Although the overall utilization percentage decreases, CDM Smith, Inc. will maintain the original M/WBE utilization commitment of \$124,800.00. The contract continues to comply with the M/WBE Program Plan and the following firms will be utilized.

ID	Firm Name	County	Scope of Work	Original Contract Amount	Change Amount	Current Contract Amount	Total Contract %
MBE	Critek Engineering	Guilford	CCTV	\$124,800.00	\$0.00	\$124,800.00	16.43%

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 III, M/WBE Coordinator