



DATE: November 29, 2022

TO: Jay Guffey, Water Resources Engineering Manager

FROM: Nora Gardner, M/WBE Specialist

SUBJECT: M/WBE Memo for Water Booster Stations Phase I - Engineering and Construction Administration Services

The M/WBE Office reviewed the request and documentation submitted for a supplemental agreement for the Water Booster Stations Phase I - Construction Administration Services to determine compliance with the M/WBE Program Plan. No M/WBE goals were established for the services.

Arcadis G&M of North Carolina, Inc. (Arcadis) was selected to provide professional engineering services and will be awarded a one-year contract in the amount of \$772,521.00. The firm was requested to solicit and make an effort to utilize certified M/WBE firms capable of providing the services needed to fulfill the supplemental agreement. Arcadis committed to subcontracting 16.98% (\$131,150.00) to the following MBE firms.

ID	Firm Name	County	Description of Work	Total Contract Amount	Contract %
MBE	Stewart Engineering Inc.	Wake	Geotechnical services	\$8,210.00	1.06%
MBE	CriTek Engineering Group	Guilford	Construction Admin. &RPR Services	\$103,440.00	13.39%
MBE	SAMR, PLLC	Guilford	Plumbing & HVAC Construction Phase Assistance	\$19,500.00	2.52%

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 Coordinator
Timothy Jackson III, M/WBE Coordinator