



DATE: March 15, 2023

TO: Monica Jarrett, Utility Design Engineer

FROM: Timothy Jackson III, M/WBE Coordinator

SUBJECT: M/WBE Memo for TZO Incinerator Design Build Owners Advisor

The M/WBE Office reviewed the request and documentation submitted for a supplemental agreement with Hazen and Sawyer to provide TZO Incinerator Design Build Owners Advisor Services for the Water Resources Department and to determine compliance with the M/WBE Program Plan. M/WBE goals were not established for this project.

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 will be awarded an 18 months contract and has committed to utilizing an MBE firm on the project. Hazen and Sawyer will subcontract 17.61% (\$66,835.00) of the total contract value of \$379,509.00 to the following MBE firm:

ID	Firm Name	County	Description of the Work	Contract Amount	Contract %
MBE	CriTek Engineering	Guilford	General Engineering Services	\$66,835.00	17.61%

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 prior to making any such changes or substitutions.

Thank You

TJ

Cc: Allison Staton, M/WBE Compliance Officer