



DATE: February 8, 2024

TO: Mario Edouard, Engineering Supervisor

FROM: Timothy Jackson III, M/WBE Coordinator

SUBJECT: M/WBE Memo for Contract 11673 Collections System Monitoring Services, Change Order 1

The M/WBE Office reviewed the request submitted for Collections System Monitoring Services for the Water Resources Department to determine compliance with the M/WBE Program Plan. The M/WBE Office had input in the specification process and respondents were eligible to receive up to a total of 10 points for M/WBE participation. No contract goals were established for the services.

ADS Environmental Services was the selected firm and was awarded a 3-year contract for \$1,220,001.00. This includes a price adjustment each year (Year 1: \$398,937.00; Year 2: \$406,615.00; and Year 3: \$414,449.00). Change Order 1 for \$66,750.00 is for additional Field Services Assistance. The firm will continue to utilize Taylor Engineering and the new subcontract amount of \$108,602.00. The total contract amount increases to \$1,286,751.00.

ID	Firm Name	County	Description of Work	Contract Amount	Change Order Amount	Total Contract %
WBE	Taylor Engineering	Guilford	Engineering Services	\$102,968.00	\$5,634.00	8.44%

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,

TJ/AS

Cc: Allison Staton, M/WBE Compliance Officer
Eric Eley, M/WBE Senior Program Manager