



DATE: April 23, 2024
TO: Danny Briggs, Water Resources Utility Design Engineer
FROM: Shadi Zeidan, Interim M/WBE Coordinator
SUBJECT: M/WBE Memo for Professional Services – CIP Project 447

The M/WBE Office reviewed the request and documentation submitted for a supplemental agreement with Freese and Nichols, Inc. to provide Professional Services related to CIP Project 447, and to determine compliance with the M/WBE Program Plan. M/WBE goals were not established for this service.

Freese and Nichols, Inc. 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 committed to utilizing 20.56% (\$204,540.00) of the total contract value of \$995,050.00 to MBE and 11.05% (\$110,000.00) to WBE as follows:

ID	Firm Name	County	Description of Work	Contract Value	Utilization Percentage
MBE	Stewart Engineering Inc.	Wake	Survey, SUE, Easement Docs	\$204,540.00	20.56%
WBE	Taylor Engineering & Consulting, PLLC	Guilford	Preliminary and Final Design	\$110,000.00	11.05%

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 before making any such changes or substitutions.

SZ

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