



DATE: April 22, 2024
TO: Danny Briggs, Water Resources Utility Design Engineer
FROM: Allison Staton, M/WBE Compliance Officer
SUBJECT: M/WBE Memo for Townsend WTP Electrical Improvements Phase II
SCADA Implementation, Design and Construction Services

The M/WBE Office reviewed the request from the Water Resources Department for the supplemental agreement with HDR Engineering Inc. of the Carolinas (HDR) to provide Townsend WTP Electrical Improvements Phase II SCADA Implementation, Design, and Construction Services to determine compliance with the M/WBE Program Plan. M/WBE goals were not established for the contract.

HDR was requested to solicit and make an effort to use certified M/WBE firms capable of providing the services needed to fulfill the supplemental agreement. The firm will be awarded a two-year contract and has committed to subcontract 12.51% (\$232,625.00) of the total contract value of \$1,860,000.00 to the following MBE firm.

Cert. ID	Firm Name	County	Description of Work	Contract Amount	Utilization %
MBE	SAMR, PLLC	Guilford	SCADA Support Services - Startup, Commissioning, and Training Coordination	\$232,625.00	12.51%

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: Jay Guffey, Water Resources Engineering Supervisor
Eric Eley, M/WBE Program Manager
Shadi Zeidan, Interim M/WBE Coordinator