



DATE: March 21, 2024
TO: Mario Edouard, Supervisor Engineering, Water Resources
FROM: Shelia Reaves-Willett, M/WBE Specialist
SUBJECT: M/WBE Memo for Professional On-Call Services for Sanitary Sewer Evaluation Study (SSES) and Rehabilitation Design Assistance

The M/WBE Office reviewed the request from the Water Resources Department for a supplemental agreement with CDM Smith Inc. to provide SSES and Rehabilitation Assistance in the upper North and South Buffalo Drainage Basins. The project consists of evaluating approximately 280,000 LF of sewer pipes identified as critical or suspected to be in poor condition. The scope of services includes condition assessment data analysis, recommendations for rehabilitation, and design assistance for pipes identified for rehabilitation to determine compliance with the M/WBE Program Plan. M/WBE goals were not established for the contract.

CDM Smith Inc., has entered a Master Agreement with the City on the 22nd day of October, 2022 through October 31, 2025. The firm is awarded a supplemental agreement for a contract duration of one (1) year and the firm committed to utilizing a MBE firm on the project. CDM Smith Inc., will subcontract 10.88% (\$109,600.00) of the estimated total contract value of \$1,007,700.00 to the following MBE firm:

ID	Firm Name	County	Description of the Work	Contract Amount	Total Contract %
MBE	CriTek Engineering Group, P.C.	Guilford	Sewer CCTV Review	\$109,600.00	10.88%

Please be reminded that during the performance of the contract, if there are any changes, the Department and Vendor must contact the M/WBE Office for approval before making any such changes or substitutions.

SRW

Cc: Eric Eley, M/WBE Senior Manager
Allison Staton, M/WBE Compliance Officer
Shadi Zeidan, Interim M/WBE Coordinator