



DATE: July 23, 2024

TO: Jay Guffey, Water Resources Engineering Supervisor

FROM: Marjorie Manzanares, M/WBE Construction Project Coordinator

SUBJECT: M/WBE Memo for On-Call Engineering Services for the Mitchell WTP Conventional Treatment, Residuals, Drain Pump Station, and Daniel Clearwell Improvements Project

The M/WBE Office has reviewed the request from the Water Resources Department for a supplemental agreement with CDM Smith Inc. to determine compliance with the M/WBE Program Plan. This agreement is to provide construction administration and resident project representative services for the Mitchell WTP CMAR project. No M/WBE goals were established for the contract, however, M/WBEs were contacted to provide the services.

CDM Smith Inc. has committed 25.17% (\$2,172,995.00) of the total contract amount of \$8,635,500.00 to the following M/WBE firms:

Certification	Firm Name	County	Description of Work	Contract Value	Utilization Percentage
MBE	CriTek Engineering Group, P.C.	Guilford	Construction Administration and RPR Services.	\$2,137,995.00	24.76%
WBE	Consultant Engineering Service, Inc.	Forsyth	Electrical Construction Administrator	\$35,000.00	0.41%

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