



DATE: September 25, 2024

TO: Danny Briggs, Stormwater Project Manager

FROM: Marjorie Manzanares, MWBE Construction Project Coordinator

SUBJECT: M/WBE Memo for On-Call Supplemental Agreement for the Mitchell Pump Station Surge, Piping Supports, and Check Valve Improvements Project

The M/WBE Office has reviewed the documentation provided by the Water Resources Department for a Supplemental Agreement with CDM Smith Inc. to determine compliance with the M/WBE Program Plan. No M/WBE goals were established for the contract, however, M/WBEs were contacted to provide the services.

CDM Smith Inc. will provide engineering services for a total contract amount of \$1,170,000.00. The firm has committed 0.90% (\$10,500.00) to the following MBE firm:

Certification	Firm Name	County	Description of Work	Contract Value	Utilization Percentage
MBE	CriTek Engineering Group, P.C.	Guilford	Design QA/QC & Bid Coordination	\$10,500.00	0.90%

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, MWBE Compliance Officer
Shadi Zeidan, Interim MWBE Coordinator
Eric Eley, Sr. Manager