



DATE: June 27, 2024

TO: Danny Briggs, Stormwater Project Manager

FROM: Marjorie Manzanares, MWBE Construction Project Coordinator

SUBJECT: M/WBE Memo for On-Call Engineering Services for Construction Admin and Resident Representation for the TZO Influent Pump Replacement Project

The M/WBE Office has reviewed the request from the Water Resources Department for a supplemental agreement with Arcadis G&M of North Carolina, Inc. to provide Engineering Services for Construction Admin and Resident Representation for the TZO Influent Pump Replacement Project, and to determine compliance with the M/WBE Program Plan. M/WBE goals were not established for the contract.

Arcadis was requested to solicit and make an effort to use certified M/WBE firms capable of providing the services needed to fulfill the contract. The firm committed 32.29% (\$196,515.00) of the total contract value of \$608,515.00 to the following MWBE firm:

Certification	Firm Name	County	Description of Work	Contract Value	Utilization Percentage
MBE	CITI, Inc	Wake	PLC & HMI Programming Services	\$46,565.00	7.65%
MBE	CriTek Engineering Group	Guilford	Drafting Services	\$12,450.00	2.04%
WBE	Taylor Engineering & Consulting, PLLC.	Guilford	Resident Project Representative	\$137,500.00	\$22.59%

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