



DATE: December 23, 2024

TO: Darrell A. Hicks, Superintendent of Maintenance & Distribution

FROM: Shelia Reaves-Willett, M/WBE Specialist

SUBJECT: M/WBE Memo for Lake Townsend Dam Safety Barrier Project

The M/WBE Office reviewed the documentation for the installation of the Lake Townsend Dam Safety Barrier system submitted by the Water Resources Department to determine compliance with the M/WBE Program Plan. There are no M/WBE requirements established for this agreement.

In-Water Services Company, Inc. was the selected firm and will subcontract 7.89% (\$50,706.06) of the engineering services to a non-M/WBE firm. However, M/WBE engineers were notified of the opportunity to participate. The contract award is for 4-6 months with a total contract value of \$641,942.60.

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.

SRW

Cc: Gwen Carter, M/WBE Compliance Officer