



DATE: March 12, 2025

TO: Jay Guffey, Engineer Supervisor

FROM: Gwen Carter, M/WBE Compliance Officer

SUBJECT: M/WBE Memo for Contract #2020-015A Townsend Water Treatment Plant Electrical Improvements Change Order #2

The M/WBE Office reviewed the documentation that Harper General Contractors, Inc. submitted for a change order to the Townsend Major Electrical Improvements project to determine continued compliance with the M/WBE Program Plan. The Plan requires the CMAR to maintain the M/WBE commitment and provide M/WBE subcontractors the opportunity to perform the change order work if the work items are already included in their subcontract or the work is materially the same. The current value of the contract, including change order #1, is \$55,705,316.00. The M/WBE commitment is MBE 3.45% and WBE 21.98%.

Change order #2, (\$2,567,886) will increase the total contract value to \$57,428,365.00. The change order work is for the construction of a new water line needed to address a distribution issue along the west discharge line at the Townsend Water Treatment Plant. The M/WBE Program Plan requires the CMAR to provide M/WBE subcontractors the opportunity to perform the work if the work items are already included in their subcontract or the work is materially the same. None of the change order work is the same or materially the same as the work performed by the M/WBE subcontracts. Harper General Contractors will subcontract the work to PC Construction Company, a non-M/WBE sub-contractor currently on the contract. The contract continues to comply with the M/WBE Program Plan.

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