



DATE: May 7, 2025
TO: Shawna Tillery,
FROM: Nora Gardner, M/WBE Specialist
SUBJECT: M/WBE Memo for the Windsor Chavis Nocho Community Complex Material Testing & Inspections Services

The M/WBE Office has reviewed the request for the Windsor Chavis Nocho Community Complex Materials Testing & Inspections Services submitted by the Engineering and Inspections Department to determine compliance with the M/WBE Program Plan. The M/WBE Office had advanced input in the specification process, and respondents were eligible to receive up to ten points for M/WBE participation.

S&ME Inc. was selected to perform the service. The contract award is for three years with a total contract value of \$361,000.00. They have committed to utilizing the following MBE firm:

ID	Firm Name	County	Description of the Work	Contract Amount	Contract %
MBE	LKN Engineering & Testing	Guilford	Materials Testing & Inspection	\$72,200.00	20.00%

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.

Cc: Michael Humphrey, M/WBE Compliance Officer