



DATE: March 4, 2026

TO: Jay N. Guffey, PE, Engineering Supervisor

FROM: Shelia Reaves-Willett, OBO Specialist

SUBJECT: OBO Memo for On-Call Supplemental Agreement for the Townsend Water Treatment Plant - Advanced Treatment Facility Owners Advisor Precon Services Contract No. 31701

The Office of Business Opportunity reviewed the documentation submitted by the Water Resource Department for an On-Call Supplemental Agreement with HDR Engineering, Inc. of the Carolinas (HDR) to serve as Owner’s Advisor (OA) to the City of Greensboro (Owner) for the execution and completion of the Townsend Advance Treatment Facility (ATF) Phase 1 Preconstruction Services and to determine compliance with the M/WBE Program Plan. M/WBE goals were not established for the contract.

HDR Engineering, Inc. of the Carolinas (HDR) entered a three-year Master Service Contract No. 31701 with the City from November 15, 2025, through November 14, 2028. The contract award is for a duration of two years for a total amount of \$1,133,800.00 (\$566,900.00 annually). The firm commits to subcontract WBE 9.05% (\$102,600.00) to the following certified firm to assist with the services needed to fulfill the contract.

ID	Firm Name	County	Description of the Work	Contract Amount	Contract %
WBE	Taylor Engineering & Consulting, PLLC	Guilford	Project Administration & Observation	\$102,600.00	9.05%

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

SRW

Cc: Michael Humphrey, OBO Compliance Officer
Michael McKoy, OBO Liaiso