



CITY OF ORLANDO

MEMORANDUM

TO: Steve Wiedenbeck, Project Manager

THRU: Kevin Walsh, Minority Business Enterprise Official *KW*

FROM: Byron Raysor, Contract Compliance Investigator III *BW*

DATE: July 1, 2014

SUBJECT: Change Order for CDM Smith, Inc to provide Construction Engineering and Inspection Services for the Church Streetscape-East Phase Project (DBE)

Project # 1275 (DBE)

Change Order Amount: \$45,500.00

With reference to the submission by **CDM Smith, Inc** regarding their Disadvantage Business Enterprise utilization for the above referenced project, please note the following:

CDM Smith, Inc will utilize the below listed cited firm that has been identified as certified in the FDOT DBE Certification Program Directory as DBE:

Ardaman & Associates, Inc.	DBE	\$45,500.00	100%
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Due primarily to the fact that the job has more unsuitable material than expected, the City has requested **CDM Smith, Inc** and their geotechnical subcontractor be present on the job full time.

Based upon this office's review of the proposed information provided by **CDM Smith, Inc** and their submittal of the proposed named firm, we find the proposed information substantiated and sufficient.

CDM Smith, Inc has an overall **10.1% DBE** participation for this project. There is no specific DBE participation goal on this project; however, the department has an overall **8.6% DBE** goal it must achieve.

In the event that **CDM Smith, Inc** has not submitted signed subcontract(s), please remind them of the requirements to execute and submit those agreements to this office within seven (7) day(s) after the contract is award.

CDM Smith, Inc should also be informed that any changes to any of the FDOT DBE utilization should be promptly reported to this office.

cc: Richard Howard, Director of Public Works
Byron Raysor, Contract Compliance Investigator III
CDM Smith, Inc

MINORITY BUSINESS ENTERPRISE

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