



CITY OF ORLANDO

MEMORANDUM

TO: Kristi L. Fries, P.E. Project Manager II, Public Works Department
Robert Rutter, P.E., Project Manager, Public Works Department

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

FROM: Rene Carcamo, Contract Compliance Investigator II *[Signature]*

DATE: October 20, 2014

SUBJECT: Professional Engineering Services for the Water Conserve II Reclamation Facility
Improvements Evaluation Project: Alternative Analysis of Mixer Technology, Preliminary and
Final Design, Permitting, Bid Documents, and Construction Administration Phase of Conserv II
Mixers

Number: 2846 Amendment XII Revision 1

Service Authorization Amount: **\$ 173,766.61**

With reference to the submission by **AECOM Technical Services, Inc.** regarding minority and women-owned business enterprise utilization for the above cited service authorization please note the following:

The cited firms have been identified as City of Orlando certified:

Buchheit Associates, Inc. Surveyors & Mappers	WBE	\$ 1,200.00	0.69%
Electrical Design Associates, Inc. (EDA) - (M/WBE)	MBE	<u>\$ 41,931.01</u>	<u>24.13%</u>
Total M/WBE Participation		\$ 43,131.01	24.82%

AECOM Technical Services, Inc.'s overall M/WBE participation for this Professional Engineering Services agreement in effect since October 2005 under Master Agreement 11783 is **29.68%**, with **27.96%** MBE participation and **1.72%** WBE participation. **AECOM Technical Services, Inc.** should attempt to obtain WBE participation on future tasks were feasible.

Based upon this office's interaction with **AECOM Technical Services, Inc.** and their submittal of agreement to subcontract with the named firm, we find good faith efforts substantiated and proposed information sufficient.

In the event that **AECOM Technical Services, Inc.** has not submitted signed subcontract agreements, please remind them of the requirements to execute and submit to this office within seven (7) days after contract award, copies of all Ordinance related subcontracts. **AECOM Technical Services, Inc.** should also be informed that any change orders, up or down, require 24% M/WBE participation on the total amount of such change order.

IMPORTANT: PLEASE INFORM AECOM TECHNICAL SERVICES, INC. THAT ANY MATERIAL CHANGES IN THE CONTRACTUAL RELATIONSHIP HEREINAFTER ESTABLISHED BETWEEN THE PRIME AND THE SUBCONTRACTOR AGREEMENT MUST BE PROMPTLY REPORTED TO MINORITY BUSINESS ENTERPRISE OFFICIAL FOR APPROVAL.

cc: Richard Howard, Director of Public Works
AECOM Technical Services, Inc.

MINORITY BUSINESS ENTERPRISE

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