



CITY OF ORLANDO

MEMORANDUM

TO: Stephen Wiedenbeck, Project Manager

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

FROM: Byron Raysor, Contract Compliance Investigator III

DATE: May 20, 2014

SUBJECT: Orlando Police Department Headquarters (Design Phase)

Project Amount: \$3,354,474.00

With reference to the submission by **H. J. High Construction** regarding minority and women-owned business enterprise utilization for the above cited contract, please note the following:

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

Rhodes & Brito Architects, Inc	MBE	\$ 516,694.00	15.4%
BASE Consultants, PA	WBE	\$ 186,249.00	5.6%
Milan Engineering, Inc	MBE	\$ 368,897.00	11.0%
GMB Engineers & Planners, Inc	MBE	\$ 12,000.00	0.4%
WBQ Design & Engineers, Inc	MBE	\$ 125,593.00	3.7%
R.L. Burns, Inc	MBE	\$ 51,000.00	1.5%
Total:		\$1,260,433.00	37.6%

Based upon this office's interaction with **H. J. High Construction** and their submittal of agreements to subcontract with the named firms, for the design phase of this project, we find good faith efforts substantiated and concur with the proposed M/WBE utilization.

In the event that **H. J. High Construction** 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. **H. J. High Construction** 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 **H. J. HIGH CONSTRUCTION** 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.

c: ~~Richard Howard, Director of Public Works~~
 H. J. High Construction

MINORITY BUSINESS ENTERPRISE

CITY OF ORLANDO • 400 SOUTH ORANGE AVENUE • PO BOX 4990 • ORLANDO, FL 32802-4990
 PHONE (407) 246-2623 • FAX (407) 246-2878 • <http://www.cityoforlando.net>