



CITY OF ORLANDO

MEMORANDUM

TO: Hector Sanchez, P.E., Project Manager

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

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

DATE: June 18, 2014

SUBJECT: Professional Design and Engineering Services Conserv I Flow Diversion Force Main - Phase 2
Realignment Engineering Services Final Design, Permitting, Bidding, and Construction Services.

Project Number: 2122-C Change Order 1 Rev. 3 (Work Day CIP0130_P) Service Authorization Amount: \$ 947,997.23

With reference to the submission by **ARCADIS U.S., Inc.** (Parent company of Malcolm Pirnie, 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:

Antillian Engineering Associates, Inc.	MBE	\$ 67,055.28	7.07%
GMB Engineers and Planners, Inc.	MBE	\$ 33,399.71	3.52%
Grove Scientific & Engineering Company	MBE	\$ 79,360.00	8.37%
Wyche & Associates, Inc.	MBE	\$ 36,500.00	3.85%
L&S Diversified, LLC	WBE	<u>\$ 219,651.00</u>	<u>23.17%</u>
Total MWBE participation		\$ 435,965.99	45.99%

ARCADIS U.S., Inc.'s overall M/WBE participation for the Conserv I Phase 1 project relating to this Professional Design and Engineering Services was 18.45%, with 0.67% MBE and 17.79% WBE participation. Provided that this change order will be reflective of the anticipated payments, the original contract payments will increase from \$1,155,625.97 to \$2,103,623.20, with an anticipated 10.65% MBE participation and 20.21% WBE participation. If further change orders are required, **ARCADIS U.S., Inc.** should continue to make an effort to increase their MBE participation on future task authorizations where feasible.

Based upon this office's review of proposed information provided by **ARCADIS U.S., Inc.** and their submittal of proposed named firm(s), we find good faith efforts substantiated and proposed information sufficient.

In the event that **ARCADIS U.S., 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. **ARCADIS U.S., 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 ARCADIS U.S., 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
ARCADIS U.S., Inc.

MINORITY BUSINESS ENTERPRISE

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