



CITY OF ORLANDO

MEMORANDUM

TO: Silvia Coste, Purchasing Agent II

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

FROM: Byron Raysor, ^(BR) Contract Compliance Investigator III

DATE: February 9, 2016

SUBJECT: Sanitary Sewer Collection System Improvements: LS Service Area -IFB16-0076
Project Amount: \$876,820.00

With reference to the submission by **Cathcart Construction Company** 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:

Diversified Supply	MBE	\$ 57,716.00	6.6%
Siboney Contracting Company	MBE	\$ 86,900.00	9.9%
Kathy's Video-dba/JML Advertising	WBE	\$ 1,500.00	0.2%
Winter Garden Grassing	WBE	\$ 2,850.00	0.3%
KMG Fence	WBE	\$ 4,500.00	0.5%
Total M/WBE Participation		\$153,466.00	17.5%

Cathcart Construction Company was the apparent low bidder but did not achieve the City's MWBE program goals of 18% MBE participation and 6% WBE participation. At the time of the bid submittal, Cathcart Construction Company submitted a list of city-certified M/WBE firms. Cathcart Construction Company also provided all letters of intent for the listed city-certified firms in the specified 48 hour timeframe, which included 17.5% M/WBE participation. Cathcart Construction Company was given five additional days and failed to comply with City's M/WBE program goals. After evaluating the good faith documentation submitted by Cathcart Construction Company and concurrence from the City's Legal Department, it has been determined that the M/WBE good faith efforts have been met.

Based upon this office's interaction with **Cathcart Construction Company** and their submittal of agreement to subcontract with the above named firm, we find good faith efforts substantiated and bid responsive.

In the event that **Cathcart Construction Company** 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. **Cathcart Construction Company** 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 CATHCART CONSTRUCTION COMPANY 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

MINORITY BUSINESS ENTERPRISE

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