



# CITY OF ORLANDO

## MEMORANDUM

TO: Kristi Fries, P.E., Project Manager II

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

FROM: Byron Raysor, Contract Compliance Investigator II *BR*

DATE: February 16, 2016

SUBJECT: Water Conserv II Water Reclamation Facility Anaerobic Digester Improvement-Change Order

Project Number: RFQ12-0077

Change Order Amount: \$ 177,554.00

With reference to the submission by **Black & Veatch Corporation** 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:

CPW Construction	MBE	\$ 52,444.00	29.5%
Electrical Design Associates, Inc.	WBE	\$ 21,822.00	12.3%
<b>Total M/WBE Participation</b>		<b>\$ 74,266.00</b>	<b>41.8%</b>

**Black & Veatch Corporation's** overall M/WBE participation for this Continuing Professional Engineering and Odor Control Consulting Services agreement is **45.4%**, with **17.7% MBE** and **27.7% WBE** participation. **Black & Veatch Corporation** should continue to make an effort to increase their M/WBE participation on future task authorizations where feasible.

Based upon this office's review of proposed information provided by **Black & Veatch Corporation** 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 **Black & Veatch Corporation** 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. **Black & Veatch Corporation** 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 BLACK & VEATCH CORPORATION 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  
Black & Veatch Corporation

### MINORITY BUSINESS ENTERPRISE

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