



CITY OF ORLANDO

MEMORANDUM

TO: Teddi McCorkle, C.P.M., CPPB, Senior Contract Administrator

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

FROM: Byron Raysol *BR*, Contract Compliance Investigator III

DATE: April 7, 2016

SUBJECT: Fire Station 2, Soil Remediation Construction Services-Change Order

Change Order Amount: \$ 1,655,041.00

With reference to the submission by **McCree, Inc.** 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:

K & G Trucking	MBE	\$106,672.00	6.4%
Cornerstone Construction Services	MBE	\$ 64,566.00	4.0%
Tri3 Civil Engineering	WBE	<u>\$ 7,500.00</u>	<u>0.5%</u>
Total M/WBE Participation		\$178,738.00	10.9%

Due to the specialized nature of this change order, McCree, Inc. had limited subcontracting opportunities. However, **McCree, Inc.'s** overall M/WBE participation on this Fire Station 2 project including this change order is currently **24.7%**, with **18.2% MBE** participation and **6.5% WBE** participation.

Based upon this office's interaction with **McCree, Inc.** and their submittal of agreement to subcontract with the above named firm, we find good faith efforts substantiated and proposed information sufficient. **McCree, Inc.** has agreed to continue to make an effort to provide additional M/WBE participation throughout the duration of this project.

In the event that **McCree, 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. **McCree, 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 McCree, 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

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>