



CITY OF ORLANDO

MEMORANDUM

TO: Victor Godlewski, P.E., Project Manager/Wastewater Division Manager

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

FROM: Chisha Lewis, Contract Compliance Investigator II *CL*

DATE: August 23, 2016

SUBJECT: Operations, Maintenance & Engineering Related to the Water Conserv II Joint Program:
Fiscal Year 2016 - 2017

Project Number: 91806-J

Service Authorization Amount: 3,653,414.00

With reference to the submission by **Woodard & Curran, 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 or were certified at the time of contract award:

Ace Staffing, Inc. (MWBE)	WBE	\$ 31,800.00	0.87%
Amazon Hose & Rubber Co., Inc.	WBE	\$ 2,000.00	0.05%
Clifton Tower Service, Inc.	WBE	\$ 2,000.00	0.05%
Colamco, Inc.	MBE	\$ 10,000.00	0.27%
CPW Construction, Inc. (MWBE)	WBE	\$ 133,200.00	3.65%
EM Paving Corporation	MBE	\$ 70,450.00	1.93%
Flag World, Inc.	WBE	\$ 500.00	0.01%
Groundtek of Central Florida, Inc.	MBE	\$ 494,950.00	13.55%
Martin Charles Concrete, Inc.	MBE	\$ 3,000.00	0.08%
Powerlogics, Inc.	WBE	\$ 10,000.00	0.27%
Tropical Ford, Inc.	MBE	\$ 54,650.00	1.50%
Total M/WBE Participation		\$ 812,550.00	22.23%

Based upon this office's interaction with **Woodard & Curran, Inc.** 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 **Woodard & Curran, 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. **Woodard & Curran, 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 Woodard & Curran, 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
Woodard & Curran, Inc.

MINORITY BUSINESS ENTERPRISE

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