



The School District of Palm Beach County, FL  
3300 Forest Hill Blvd., Suite A-106  
West Palm Beach, FL 33406-5813

Office of Diversity in Business Practices

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# Congratulations!

## **M/WBE (Minority/Woman) Business Enterprise**

The School District of Palm Beach County has certified **BOTEK THURLOW ENGINEERING INC.**, as an *African American Male*, in the Minority/Woman Business Enterprise Program (M/WBE) under the Professional category. Your certification is valid for three years, from **May 8, 2009 – May 8, 2012**. Certification is not a guarantee that your firm will receive work. If you do not have a vendor number, you will be issued with one after receiving a contract or project.

You must notify this office if the status of your firm changes. Failure to report changes that affect the ownership and control of your firm may result in decertification.

It is the vendor's responsibility to maintain the certification. If the certification expires, a contract may be terminated and awarded to another vendor.

Your certification is **not a blanket conveyance**. You have requested certification, demonstrated managerial control or ability, and hold a license in a specific trade, commodity or discipline. This certification letter identifies the areas in which your firm has been certified: **Professional Engineering Services for Civil Engineering**. While you may bid on any service or commodity that you feel qualified for, this certification and any benefits to be derived (preferences or other considerations) shall only be attributable to the trade, service or commodity indicated on the certification letter. Please examine this certificate letter and advise us of any concerns. Any change to your certification requires you to submit proof of expertise, licensure and a business history (at minimum) to justify the additional certification. You are also required to submit a copy of your certification letter with each bid, or proposal that you submit to the School District.

This congratulations certification letter lists those areas for which your firm has been certified. The benefits afforded a certified M/WBE will apply only to those areas listed on the certificate. For this reason, we suggest that you keep us advised of all changes relevant to your certification. Again, you **must** submit a copy of your certification letter with each bid or proposal you submit to the School District or to any prime contractor that you participate with as a subcontractor on a SDPBC project.

Sincerely,

*Heidi Galloway*

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Business Analyst

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**M/WBE Certification does not qualify your firm for SBE Set-A-Side Projects.**