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**RE: DBE Solicitation activities**

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**From** Varma, Mohit <varma.mohit@epa.gov>

**Date** Tue 4/21/2026 10:35 AM

**To** Valerie Mundy <vmundy@townofeatonville.org>

**Cc** Katrina Gibson <kgibson@townofeatonville.org>; Roberto Gonzalez <rgonzalez@cphcorp.com>

Good morning,

Thank you for sharing Town of Eatonville's bidding documents for the Town of Eatonville Vereen Lift Station/ Quadrant Rehabilitation project. In developing the solicitation, we trust you consulted the procurement resources contained on the EPA Community Grants website, including "[Community Grants: Guidance on Competitively Procuring a Contractor](#)" and the "[Best Practice Guide for Procuring Services, Supplies, and Equipment Under EPA Assistance Agreements](#)." We also conducted a high-level "red flag" review of the solicitation and have the following recommendation:

**EPA approves this solicitation. Please provide a copy of the signed contract when that is ready. Please make sure any contract amendment are submitted to EPA for review.**

Please note that our review is intended to assist Town of Eatonville in developing a solicitation that is consistent with EPA guidance on competitive procurement for Community Grants. Whether Town of Eatonville actually conducts the procurement in a full and open manner will determine compliance. For example, Town of Eatonville must ensure that no potential contractor obtains an unfair competitive advantage by influencing the content of the solicitation (i.e., by providing any assistance in preparing the solicitation document if they intend to bid on the work) or through a personal or organizational conflict of interest described in 2 CFR 200.318(c). Also, if an audit or other review questions Town of Eatonville's compliance with the procurement requirements in 2 CFR Part 200, 2 CFR Part 1500, and/or 40 CFR Part 33 or the General Terms and Conditions of EPA Grants, an EPA Grants Management Officer or Award Official will be responsible for making the official determination of Town of Eatonville complied with applicable requirements.

Please keep this approval for your project documentation. Please let me know if you have any further questions or concerns.

Thank you,

**Mohit Varma**

Environmental Engineer

U.S. EPA Region 4, Water Division

Grants and Infrastructure Branch  
Sam Nunn Atlanta Federal Center  
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**From:** Valerie Mundy <vmundy@townofeatonville.org>  
**Sent:** Monday, April 20, 2026 5:10 PM  
**To:** Varma, Mohit <varma.mohit@epa.gov>  
**Cc:** Katrina Gibson <kgibson@townofeatonville.org>; Roberto Gonzalez <rgonzalez@cphcorp.com>  
**Subject:** Re: DBE Solicitation activities

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Mohit, of the participants who attended the Mayor's Business Development Academy, there were four firms who are DBE. This includes the following:

1. Dion Moore - Demore Construction
2. Shariff and Tatra Thomas with Everything H2O
3. Judson Gambles LLC
4. Kevin Layne with Utility Management Group.

As part of the class, we notified everyone of the Vereen Lift Station solicitation. These 4 firms did not bid, nor did they subcontract.

Let me know if you have additional questions.

Thank you.

**Valerie W. Mundy, P.E.**  
**Public Works Director**  
Town of Eatonville/Town Hall

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Eatonville, Florida 32751  
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**From:** Varma, Mohit <[varma.mohit@epa.gov](mailto:varma.mohit@epa.gov)>  
**Sent:** Tuesday, April 14, 2026 10:58 AM  
**To:** Valerie Mundy <[vmundy@townofeatonville.org](mailto:vmundy@townofeatonville.org)>  
**Cc:** Katrina Gibson <[kgibson@townofeatonville.org](mailto:kgibson@townofeatonville.org)>; Roberto Gonzalez <[rgonzalez@cphcorp.com](mailto:rgonzalez@cphcorp.com)>  
**Subject:** RE: DBE Solicitation activities

Good morning Valerie,

Thank you for providing the attendees of this training academy. Based off my review of the document, I see 3 businesses designated as WMBE attending the training.

Can the community confirm how many DBEs were in attendance if that is available and confirm that they were notified of this Vereen Lift Station contracting opportunity?

Once I receive the revised bid document with the incorporated missing contract provisions and the wage rate table, I will send over the procurement approval.

Please let me know if you have any further questions or concerns.

Thank you,

**Mohit Varma**

Environmental Engineer  
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**From:** Valerie Mundy <[vmundy@townofeatonville.org](mailto:vmundy@townofeatonville.org)>  
**Sent:** Monday, April 13, 2026 3:36 PM  
**To:** Varma, Mohit <[varma.mohit@epa.gov](mailto:varma.mohit@epa.gov)>  
**Cc:** Katrina Gibson <[kgibson@townofeatonville.org](mailto:kgibson@townofeatonville.org)>; Roberto Gonzalez <[rgonzalez@cphcorp.com](mailto:rgonzalez@cphcorp.com)>  
**Subject:** DBE Solicitation activities

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Mohit, we performed community engagement and provided outreach to local DBE's in preparation for the construction portion of this project. This effort was called the Mayor's Business Development Academy or MBDA. Please find attached the roster of participants.

Let me know if you have any questions.

Thank you.

**Valerie W. Mundy, P.E.**  
***Public Works Director***  
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