



OFFICE OF ECONOMIC AND SMALL BUSINESS DEVELOPMENT

Governmental Center Annex

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MEMORANDUM

DATE: January 23, 2020

TO: Greg Balicki, Director
Water and Wastewater Services, Engineering Division

THRU: Sandy-Michael McDonald, Director *SM*
Office of Economic and Small Business Development

FROM: Maribel Feliciano, Assistant Director, OESBD *mf*
Office of Economic and Small Business Development

SUBJECT: CBE Evaluation for the First Amendment
RFP No. R1356803P1- Engineering Services for Water and Sanitary Sewer System Improvements for Utility Analysis Zone (UAZ) 110,111 and 113
Prime Consultant: Chen Moore and Associates, Inc.

The Office of Economic and Small Business Development (OESBD) has conducted a review of Chen Moore and Associates, Inc.'s CBE participation as of December 9, 2019. This contract was awarded to Chen Moore and Associates, Inc. on September 15, 2016 to provide engineering services during the design and post-design phases of the contract. The proposed amendment is to increase fees for additional design services required to complete the contract. Chen Moore and Associates, Inc.'s CBE commitment remains at 28% for the first amendment thru the duration of the contract. An overview is provided as follows:

Evaluation for RFP No. R1356803P1 Engineering Services for Water and Sanitary Sewer System Improvements for UAZ 110,111 and 113:

<u>CBE Firms:</u>	<u>Verified Amount</u>
Bailey Engineering Consultants, Inc.	\$ 32,046.40
CES Consultants, Inc	\$ 560,393.64
Dickey Consulting Services, Inc.	\$ 97,603.49
RADISE International, L.C.	\$ 502,040.31
Stoner & Associates, Inc.	\$ 622,002.02
VIA Planning, Inc.	\$ 5,000.00
Total:	\$ 1,819,085.86

Contract Overview and CBE Attainment for RFP No. R1356803P1:

- Not-to-Exceed Contract Amount and Time: \$11,171,568.83 and 390 Days
- Total Payment to Prime Consultant: \$7,109,132.37
- Total CBE sub consultant payments to date: \$1,819,085.86
- CBE participation to date: 25.58% (\$1,819,085.86/ \$7,109,132.37)

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Proposed First amendment to Agreement

- Proposed Amendment Not-to-Exceed Amount and Time: \$769,777.82 and 0 Days

Compliance Comments:

Chen Moore and Associates, Inc. has attained 25.58% CBE participation to date based upon independent payment verifications. OESBD has requested and received a plan of action from the prime consultant which they requested that Water and Wastewater Services (WWS) allow them to use CBE subconsultants during the construction phase of this project. OESBD has verified this information with the user agency which is the intent of the purposed amendment. OESBD will continue to monitor Chen Moore and Associates, Inc.'s compliance with the established CBE commitment.

CC: Patrick J. MacGregor, Expansion Project Administrator, WWS
James Vose, Jr., Small Business Development Specialist, OESBD