



OFFICE OF ECONOMIC AND SMALL BUSINESS DEVELOPMENT

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MEMORANDUM

DATE: March 5, 2020

TO: William Castillo, Aviation Planning Manager
Aviation Department

THRU: Sandy-Michael McDonald, Director SANDY-MICHAEL MCDONALD Digitally signed by SANDY-MICHAEL MCDONALD Date: 2020.03.11 09:10:27 -04'00'
Office of Economic and Small Business Development

FROM: Maribel Feliciano, Assistant Director MARIBEL FELICIANO Digitally signed by MARIBEL FELICIANO Date: 2020.03.10 15:23:34 -04'00'
Office of Economic and Small Business Development

SUBJECT: RFP No. R1277902P1 – Consultant Services for Airport Planning Consultant Services
Compliance Evaluation – First Amendment

The Office of Economic & Small Business Development (OESBD) has evaluated Kimley-Horn and Associates, Inc.'s (Kimley-Horn's) (prime's) utilization of CBE subcontracted firms. The CBE participation to date is 11.41%. An overview of the evaluation follows:

The Prime committed to 13.00% CBE participation.

Participation Performance

<u>CBE Subcontractors</u>	<u>Committed Percentage</u>	<u>Reported Amount</u>	<u>Verified Paid Amount /%</u>
Nova Consulting, Inc.	7.00%	\$ 135,114.22	\$ 135,114.22
Garth Solutions, Inc.	6.00%	\$ 29,774.34	\$ 29,774.34
Total Participation	13.00%	\$ 164,888.56	\$ 164,888.56

- Original Contract Amount: \$4,800,000.00
- Total Payments to Prime: \$1,444,491.41
- Total Prime Payments to CBE Subcontractors: \$164,888.56
- Total CBE Attainment to Date: 11.41% (\$164,888.56 / \$1,444,491.41)

Proposed First Amendment – The Prime's CBE commitment remains 13.00%
The purpose of the proposed First Amendment is to extend the agreement term, via two one-year renewal options, through June 22, 2022.

- Amount of Proposed First Amendment: \$2,600,000.00
- Revised Contract Amount Through Proposed First Amendment: \$7,400,000.00

Contract No. R1277902P1 – Consultant Services for Airport Planning Consultant Services
Compliance Evaluation – First Amendment

CBE Compliance Comments:

Kimley-Horn's current CBE participation is 11.41%, which is 1.59% less than its committed CBE participation. Participation was verified through an independent payment verification process.

Kimley-Horn informed the OESBD that it has outstanding invoices, in the amount of \$430,079.23, which are pending payment by the Broward County Aviation Department. Of this amount, \$88,236.23 is payable to Kimley-Horn's CBE subcontractors. Once these payments are made, the level of CBE attainment will be 13.50% $((\$88,236.23 + \$164,888.56)/(\$430,079.23 + \$1,444,491.41))$. OESBD verified with the Broward County Aviation Department (BCAD) that these invoices are in fact pending payment in the amounts stated by the prime. Based on these pending payments, Kimley-Horn is poised to meet its CBE participation commitment.

The OESBD will continue to monitor this project for compliance with the CBE Program.

cc: Donna-Ann Knapp, Small Business Development Specialist, BCAD/OESBD