



**OFFICE OF ECONOMIC AND SMALL BUSINESS DEVELOPMENT**

**Governmental Center Annex**

115 S. Andrews Avenue, Room A680 • Fort Lauderdale, Florida 33301 • 954-357-6400

**MEMORANDUM**

**DATE:** April 3, 2025

**TO:** Will Castillo, Construction Project Management Administrator  
Broward County Aviation Department

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

**FROM:** Donna-Ann Knapp, Small Business Development Manager  
Office of Economic and Small Business Development

**SUBJECT:** RFP No. PNC2120792P1-3: Consultant Services for Aviation Planning and Advisory Services  
**Prime Consultant: McFarland Johnson, Inc.**  
**DBE Compliance Evaluation - Proposed First Amendment**

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MCDONALD

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The Office of Economic & Small Business Development (OESBD) has evaluated McFarland-Johnson, Inc.'s (McFarland-Johnson's) DBE participation for the Consultant Services for Aviation Planning and Advisory Services as of April 1, 2025. The review is based on information provided by the requesting agency and the prime consultant, McFarland-Johnson. The DBE Goal for this project is 10% and McFarland-Johnson has committed to 10% participation. An overview of the evaluation is provided as follows:

<b><u>DBE Subconsultants</u></b>	<b><u>Committed Percentage</u></b>	<b><u>Reported Amount</u></b>	<b><u>Verified Amount</u></b>
Airport Design Consultants, Inc.	2.00%	\$ 0.00	\$ 0.00
Cartaya and Associates, P.A.	1.00%	\$ 0.00	\$ 0.00
Jacobsen/ Daniels Associates, LLC	6.00%	\$ 108,514.80	\$ 121,433.22
HBC Engineering Company	1.00%	\$ 110,302.33	\$ 110,302.33
<b>Total Participation</b>	<b>10.00%</b>	<b>\$ 218,817.13</b>	<b>\$ 231,735.55</b>

**Overview of DBE Participation**

- Original Contract Amount: \$5,000,000.00, which included \$200,000.00 for potential Reimbursables.
- Total Prime Payments to DBE Subcontractors: \$231,735.55
- Total Payments to Prime: \$2,921,396.21
- Total DBE Attainment to Date: 7.93% (\$231,735.55/ \$2,921,396.21)

**Proposed First Amendment** – The DBE commitment remains 10%.

- Amount of Proposed First Amendment: \$5,000,000.00
- Revised Amount Through Proposed First Amendment: \$10,000,000.00

The purpose of the Proposed First Amendment is to increase the agreement amount from \$5,000,00.00 to \$10,000,000.00. The contract term remains the same - December 14, 2021 to December 13, 2025.

**DBE Compliance Comments:**

McFarland-Johnson, Inc.'s current DBE participation is 7.93% which is -2.07% less than the prime vendor's 10% committed level of participation. HBC Engineering Company's DBE participation was verified through the independent payment verification process. Payments to Jacobsen/Daniels Associates, LLC were verified through payroll records from the prime consultant.

OESBD has requested and received a plan of action from McFarland Johnson. The prime contractor indicated that invoices received for future work authorizations assigned to DBE sub-consultants is estimated at 11% to 12% of the overall contract value. Due to project delays, this work has yet to be executed. OESBD has verified the prime consultant's statement of explanation with the Broward County Aviation Department (BCAD). OESBD will continue to monitor McFarland- Johnson, Inc.'s compliance with the DBE commitment.

cc: Maribel Feliciano, Assistant Director, OESBD  
Alejandro Cuevas, Expansion Project Administrator, BCAD  
Yulanda Brady, Small Business Development Specialist, BCAD/OESBD  
James Vose, Jr., Small Business Development Specialist, BCAD/OESBD