



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: March 20, 2025

TO: Mariana Pitiriciu, Construction Project Management Supervisor
Broward County Aviation Department

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

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MCDONALD
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Date: 2025.03.24 18:15:17
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FROM: Donna-Ann Knapp, Small Business Development Manager
Office of Economic and Small Business Development

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SUBJECT: RFP No. PNC2120437P1- Professional Consultant Services for
Building Projects at Broward County Fort Lauderdale-Hollywood
International Airport and North Perry Airport
CBE Compliance Evaluation- Proposed First Amendment

The Office of Economic & Small Business Development (OESBD) has evaluated Saltz Michelson Architects, Inc.'s (Saltz Michelson's) CBE participation for the Professional Consultant Services for Building Projects at Broward County Fort Lauderdale-Hollywood International Airport and North Perry Airport as of March 19, 2025. The purpose of this amendment is to award additional work to Saltz Michelson due to the withdrawal of ACAI Associates, Inc., which permanently closed for business in March 2024. The review is based on information provided by the Broward County Aviation Department (BCAD) and the prime consultant, Saltz Michelson. An overview of the evaluation is provided as follows:

The CBE Goal for this project is 30%.
The Prime committed to 45% CBE participation.

<u>CBE Subcontractors</u>	<u>Committed Percentage</u>	<u>Reported Amount</u>	<u>Verified Paid Amount</u>
Saltz Michelson Architects, Inc. (prime)	30.00%	\$ 225,962.81	\$ 238,011.74
Hammond & Associates, Inc.	15.00%	\$ 168,422.18	\$ 168,422.14
Total Participation	45.00%	\$ 394,384.99	\$ 436,433.88

RFP No. PNC2120437P1- Consultant Services for FLL and HWO Airports
CBE Evaluation for 1st Amendment

Overview of CBE Participation

- Original Contract Amount: \$5,000,000.00 (includes \$250,000.00 in Reimbursable expenses)
- Total Payments to Prime: \$1,032,213.25
- Total Prime Payments to CBE Subcontractors: \$436,433.88
- Total CBE Attainment to Date: 42.28% (\$436,433.88/ \$1,032,213.25)

Proposed First Amendment – The CBE commitment remains 45%.

- Amount of Proposed First Amendment: \$4,000,000.00
- Revised Amount Through Proposed First Amendment: \$9,000,000.00

The purpose of the Proposed First Amendment is to increase the agreement amount from \$5,000,000.00 to \$9,000,000.00. This amount includes \$250,000 for reimbursables which remains the same through the proposed first amendment. The contract term also remains the same - February 25, 2022 to February 25, 2027.

CBE Compliance Comments:

Saltz Michelson Architect, Inc.'s current CBE participation is 42.28%, which is 2.72% less than the prime vendor's 45% committed level of CBE participation. Participation was verified through an independent payment verification process.

Based on the revised contract amount through the first amendment, 11.47% of Saltz Michelson's contract has been paid. There is sufficient time to utilize the CBE firms under this contract and meet the committed participation. OESBD has requested a plan of action from Saltz Michelson detailing how the prime vendor will utilize its CBE firms, for the remainder of the contract, to meet the 45% commitment. OESBD will continue to monitor the utilization of the CBE firms under this contract as well as Saltz Michelson's compliance with the CBE Program requirements.

cc: Maribel Feliciano, Assistant Director, OESBD
Yulanda Brady, Small Business Development Specialist, BCAD/OESBD
Sierra Callwood, Contract/ Grant Administrator, BCAD
James Vose, Jr., Small Business Development Specialist, BCAD/OESBD