



**OFFICE OF ECONOMIC AND SMALL BUSINESS DEVELOPMENT**

Governmental Center Annex  
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**MEMORANDUM**

**DATE:** May 16, 2022

**TO:** Michael M. Melendez, Construction Project Management Supervisor  
Highway and Bridge Maintenance Division

**THRU:** Sandy-Michael McDonald, Director  
Office of Economic and Small Business Development  
SANDY-MICHAEL MCDONALD  
Digitally signed by SANDY-MICHAEL MCDONALD  
Date: 2022.05.17 15:12:58 -04'00'

**FROM:** Maribel Feliciano, Assistant Director  
Office of Economic and Small Business Development  
MARIBEL FELICIANO  
Digitally signed by MARIBEL FELICIANO  
Date: 2022.05.17 14:17:33 -04'00'

**SUBJECT: RFP No. PNC2114364P1**  
Continuing Eng. Services for Transportation and General Civil Eng. Projects.  
**CBE Evaluation for Amendment No. 1 to WA No. 023-RS&H**

The Office of Economic and Small Business Development (OESBD) has conducted a review of RS&H Inc.'s CBE participation to date. The CBE goal for the project is 21%, and RS&H has committed to 30% CBE participation. An overview is provided as follows:

<u>CBE Firms</u>	<u>Reported Amount</u>	<u>Verified Amount</u>
ASA Consultants, Inc.	\$23,652.64	\$23,652.64
CTS Engineering, Inc.	\$221,021.32	\$219,164.47
F&J Engineering Group, Inc.	\$217,909.99	\$217,909.99
GCES Engineering Services, LLC	\$98,517.00	\$95,902.11
Premiere Design Solutions, Inc.	\$117,375.03	\$117,375.03
Cartaya & Associates Architects PA	0.00	0.00
Eland Engineering, Inc.	0.00	0.00
Goal Associates, Inc.	0.00	0.00
Snubbs Consulting, Inc.	0.00	0.00
The Chappell Group, Inc.	0.00	0.00
<b>Total:</b>	<b>\$678,475.98</b>	<b>\$674,004.24</b>

- Threshold Contract Amount per Contracts Central: \$7,000,000.00
- Total amount paid to the prime contractor per MUR dated 4/11/22: \$2,812,527.36
- Total verified amount paid to CBE firms to 4/11/22: \$674,004.24
- **CBE attainment per Verified Payments: 23.96%** (\$674,004.24 / \$2,812,527.36)

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CBE Evaluation for Amendment No. 1 to Work Authorization No. 023-RS&H

Page | 2

- Work Authorization No. 023-RS&H's amount approved on 5/27/2021: \$349,811.32
- **Proposed Work Authorization Amendment No. 1 for amount increase: \$674,153.51**
- **Proposed WA No, 023-RSH's CBE Participation: 35.09% (\$236,591.21)**
- Proposed CBE firm for this WA: F&J Engineering Group, Inc.

**Compliance Comments:**

RS&H Inc. committed to 30% CBE participation and has attained 23.96% CBE participation to date. Payments to CBE subcontractors were verified through an independent payment verification process.

On March 28, 2022, OESBD issued a Notice to Cure (NTC) to RS&H requesting a response as to the circumstances that were leading to this firm's failure to meet its CBE commitment. OESBD also requested a revised Plan of Action (POA) describing how RS&H intends to be in compliance with its commitment.

On April 1, 2022, RS&H, Inc. submitted a Plan of Action (POA) describing the utilization of each CBE firm for each work authorization assigned to RS&H under the contract. Additionally, RS&H stated that it has engaged newly added subs and negotiated new work authorizations with the County, which were included in a CBE Commitment and Utilization summary spreadsheet of the POA.

On April 4, 2022, OESBD reviewed and accepted this firm's response to the notice and informed RS&H that OESBD will continue monitoring its contract for CBE participation compliance.

RS&H, Inc's CBE commitment under this contract remains at 30%.

cc: Donna-Ann Knapp, Small Business Development Manager, OESBD  
Oswaldo Casco, Small Business Development Supervisor, OESBD