



**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 29, 2022

TO: Richard Welch, Expansion Project Administrator
Broward County Traffic Engineering Division

THRU: Sandy-Michael McDonald, Director SANDY-MICHAEL MCDONALD
Digitally signed by SANDY-MICHAEL MCDONALD
Date: 2022.05.10 17:45:36 -04'00'
Office of Economic and Small Business Development

FROM: Maribel Feliciano, Assistant Director MARIBEL FELICIANO
Digitally signed by MARIBEL FELICIANO
Date: 2022.05.03 16:59:54 -04'00'
Office of Economic and Small Business Development

SUBJECT: No CBE Goal for Terminal 1 Concourse B & C Exterior Window Replacement

The Broward County Aviation Department (BCAD) is seeking to replace all the exterior window glazing in Terminal 1 Concourses B and C at the Fort Lauderdale-Hollywood International Airport. BCAD will fund 83.38% of the project. The Florida Division of Emergency Management, through a Federal Emergency Management Agency (FEMA) grant, will fund the remaining 16.62%.

In accordance with the requirements as outlined in Section 4.2 of the *Field Manual for Procurement Disaster Assistance Team (PDAT) - Procurement Information for FEMA Public Assistance Award Recipients and Subrecipients*:

“During a procurement, non-state entities are prohibited from using geographic preferences in the evaluation of bids or proposals. This prohibition extends to the use of statutorily or administratively imposed local, state and/or Tribal geographic preferences.”

In light of the fact that Broward County’s local County Business Enterprise (CBE) program has a geographic preference, consistent with FEMA requirements, the Office of Economic and Small Business Development (OESBD) is unable to establish a CBE goal on this project

**This contract is not subject to the Broward County Workforce Investment Program.
This contract is not subject to the Broward County Construction Apprenticeship Program.**

If you have any questions or concerns regarding this assignment, please feel free to contact our office at (954) 357-6400.

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



AVIATION DEPARTMENT - Fort Lauderdale/Hollywood International Airport
320 Terminal Drive, Suite 200 • Fort Lauderdale, Florida 33315 • 954-359-6100

MEMORANDUM

DATE: October 11, 2022

TO: Robert Gleason, Purchasing Director

THRU: Michael Pacitto, Aviation Chief Development Officer *MP*

FROM: Richard Welch, Expansion Project Administrator *RW*

SUBJECT: Justification for Funding Percentage changes for Terminal 1 Concourse B and C Exterior Window Replacement Project Contract Award Solcitation No: PNC2123976C1

The Broward County Purchasing Division and the Aviation Department recommend submission of an Agenda Item to the Broward County Board of the County Commissioners ("Board") tentatively on November 15, 2022, to award a fixed contract to the low bidder, Timekey Enterprise LLC, for the Replacement of Exterior Windows, in Terminal 1 Concourse B and C, Bid No. PNC2123976C1 ("Project"). The funding percentages for the Project have changed as the estimated cost, and actual bid amounts are inconsistent. The original funding percentages were based on the project's estimated cost and are updated to reflect the tentatively approved low bidder amount of \$3,980,890 from Timekey Enterprises LLC.

The Florida Division of Emergency Management and the Federal Emergency Management Agency ("FEMA"), respectively, through two grants, will fund 16.64% of the project, and Broward County ("County") will fund the remaining 83.36%. Accordingly, the solicitation included the applicable FEMA requirements to enable the County to utilize the FEMA grant to fund the specified portion of the cost of the Project.

The Office of Economic and Small Business Development did not establish a County Business Enterprise ("CBE") or Disadvantaged Business Enterprise ("DBE") goal for this procurement.

The funding sources for the projects under this agreement will come from the Aviation Department Capital Fund.

CC: Michael Pacitto, Aviation Chief Development Officer
Doug Wolfe, Aviation Chief Financial Officer
Celina Saucedo, Aviation Chief Administrative Officer
Alexander J. Williams, Senior Assistant County Attorney
Yesenia Alfonso, Assistant County Attorney
Kirsten Ruus, Director of Finance
Socra Saintiche, Manager – Capital Funds
Renee Spence, Administrative Officer
Kathy Davis, Contract/Grant Administrator
Sheila Desinat, Contract/Grant Administrator
AVAD Document Control