**OFFICE OF ECONOMIC AND SMALL BUSINESS DEVELOPMENT**
Governmental Center Annex
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# MEMORANDUM

**DATE:** November 13, 2023

**TO:** Nancy Olesen, Senior Purchasing Agent
Broward County Purchasing Division

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

SANDY-MICHAEL MCDONALD
Digitally signed by SANDY-MICHAEL MCDONALD
Date: 2023.11.13 17:33:24 -05'00'

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

DONNA-ANN KNAPP
Digitally signed by DONNA-ANN KNAPP
Date: 2023.11.13 17:26:23 -05'00'

**SUBJECT:** **RFP No. PNC2126774P1 - Continuing Professional Engineering Services for Studies and Reports - County Business Enterprise (CBE) Evaluation**

*This memorandum supersedes the previous memorandum dated October 31, 2023.*

The Office of Economic and Small Business Development (OESBD) conducted a review of the respondent's compliance to the County Business Enterprise (CBE) requirements for this solicitation. An overview is provided as follows:

**CBE Goal for this project: 25%**

**Met the CBE Requirements:**

| Firm Name | Category | Percentage |
|---|---|---|
| **Brown and Caldwell (Prime)** | Non-CBE | |
| C Solutions Inc | CBE | 7.00% |
| Cordova Rodriguez and Associate, Inc | CBE | 5.00% |
| Grace Professional Solutions, LLC | CBE | 2.00% |
| H2R Corp | CBE | 2.00% |
| McCafferty Brinson Consulting, LLC | CBE | 7.00% |
| Stoner & Associates, Inc | CBE | 3.00% |
| **Total** | | **26.00%** |

**CBE Compliance Comments:**
**Brown and Caldwell** submitted Letters of Intent (LOIs) with their response that meet the established CBE Goal. **Brown and Caldwell** is compliant with the CBE Goal requirements of this solicitation.

**Volume of Work – Active & Completed Projects**
**Source:** ALTS and Contracts Central

As part of the evaluation criteria for RFP No. PNC2126774P1, prospective vendors may be awarded points, or a tie may be broken, based upon the volume of previous work that they have received from the County within the last five (5) years of the RFP's opening date.

**BID No. PNC2126495C1, C.B. Smith Park Aquatics Building**
**County Business Enterprise (CBE) Evaluation**



The Office of Economic and Small Business Development (OESBD) found the following active and/or completed projects with CBE participation requirements awarded by Broward County to the following firm:

**Brown and Caldwell**

| Project No. | Project Name | Paid to CBEs 9/2018 – 9/2023 |
|---|---|---|
| PNC2115559P1 | Professional Engineering Services for Studies and Reports (Awarded on 4/9/2019) | $348,271.00 |
| R1060205P1 | NRWWTP Consulting Engineering Services for Reclaimed Water Plant Expansion (Awarded on 12/9/2014) | $1,542,080.12 |
| | ***Total Paid to CBEs** | **$1,890,351.12** |

** Source: MURs and Contracts Central - Paid to CBEs within the last five (5) years of the RFP's opening date.*

**Performance of Affiliated Entities:**

The following is a report of the respondent's declared affiliated entities in meeting small business participation commitments on CBE projects completed within the last five (5) years of the RFP's opening date.

- No affiliated entities of principal(s) were declared by Brown and Caldwell. Therefore, no contract performance and compliance history can be reported on affiliated entities of the vendors' principals of this firm.

cc: Maribel Feliciano, Assistant Director, OESBD
Oswaldo Casco, Small Business Development Supervisor, OESBD
Tabitha Pope, Small Business Development Specialist, OESBD