

OFFICE OF ECONOMIC AND SMALL BUSINESS DEVELOPMENT

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MEMORANDUM

DATE: October 17, 2025

TO: Janice Carter, Program Project Coordinator

Facilities Maintenance Division

THRU: Maribel Feliciano. Director

FELICIANO Office of Economic and Small Business Development

Digitally signed by MARIBEL MARIBEL

Date: 2025.10.17 17:19:33

Donna-Ann Knapp, Small Business Development Manager DONNA-ANN FROM:

Office of Economic and Small Business Development KNAPP Digitally signed by DONNA-Date: 2025.10.17 17:15:11

SUBJECT: RFP No. PNC2116816P1 2 – Parking Management Services for Various County

Facilities, Group 1 - FMD

CBE Compliance Review for Proposed 1st Amendment

Prime Vendor: SP PLUS LLC

The Office of Economic and Small Business Development (OESBD) has conducted a review of SP Plus Corporations (SP Plus) CBE participation for Parking Management Services for Various County Facilities. The overall CBE goal for this contract is 25% and SP Plus committed to 25% CBE participation. An overview is provided as follows:

CBE Firms	Reported Payments Amount	Verified Payment Amount
Anns Janitorial Services, Inc	\$1,219,961.41	\$1,219,961.41
S. Davis & Associates, P.A.	<u>\$ 0.00</u>	\$ 0.00
Total	\$1,219,961.41	\$1,219,961.41

- Initial Award Amount: \$5,899,064.00 three-year initial term with two, one-year renewal options)
- Total Amount paid to the Prime Contractor through 9/30/2025: \$5,002,696.70
- Total Verified Amount paid to CBE firms through 9/30/2025: \$1,219,961.41
- CBE Attainment per Verified Payments: 24.39% (\$1,219,961.41/\$5,002,696.70)

Proposed 1st Amendment: CBE Goal Remains 25%

The proposed first amendment will add an additional twelve 12), one-month extension terms, until the new contract is in place.

Contract No. PNC2116816P1_2 – Parking Mgt Svc for Various County Facilities, Group 1 – FMD – SP PLUS LLC

Compliance Comments:

SP PLUS, LLC has committed to 25% CBE participation on the overall agreement and has attained **24.39%** CBE participation to date. This represents a participation shortfall of 0.61%. Payments to CBE subcontractors were verified through an independent payment verification process.

OESBD asked SP Plus, LLC for an explanation for the current CBE participation shortfall and why one of their two CBE subcontractors has not been utilized to date. The prime vendor stated that with the proposed first amendment, CBE opportunities will be available for SP Plus to include additional CBE participation to make up for the shortfall. However, a response regarding the non-utilization of the CBE subcontractor is still pending.

SP PLUS, **LLC's** CBE commitment under this contract remains 25%. OESBD will continue to monitor this contract for compliance with the CBE Program.

cc: Kelly Tortoriello, Contract Grant Administrator, FMD
Darnell Kimbrew, Small Business Development Specialist, OESBD