



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
Office of Economic and Small Business Development
MARIBEL FELICIANO Digitally signed by MARIBEL FELICIANO
Date: 2025.10.17 17:19:33 -04'00'

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: 2025.10.17 17:15:11 -04'00'

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 Corporation s (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:

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