



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: February 27, 2025

TO: Will Castillo, Capital Project Management Administrator
Broward County Aviation Department

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

SANDY-MICHAEL MCDONALD
Digitally signed by SANDY-MICHAEL MCDONALD
Date: 2025.02.27 17:22:41 -05'00'

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

DONNA-ANN KNAPP
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Date: 2025.02.27 16:53:24 -05'00'

SUBJECT: RFP No. PNC2120792P1-2: Consultant Services for Aviation Planning and Advisory Services
Prime Consultant: Kimley Horn and Associates, Inc.
DBE Compliance Evaluation- Proposed First Amendment

This memorandum supersedes the previous memorandum dated February 26, 2025.

The Office of Economic & Small Business Development (OESBD) has evaluated Kimley Horn & Associates, Inc.'s (Kimley Horn's) DBE participation for the Consultant Services for Aviation Planning and Advisory Services agreement as of February 26, 2025. The review is based on information provided by the requesting agency and the prime consultant, Kimley Horn. The DBE goal for this project is 10% and Kimley Horn committed to 10% participation. An overview of the evaluation is provided as follows:

<u>DBE Subconsultants</u>	<u>Committed Percentage</u>	<u>Reported Amount</u>	<u>Verified Paid Amount</u>
Connico Incorporated	1.00%	\$ 0.00	\$ 0.00
DKMG Consulting, LLC	0.50%	\$ 0.00	\$ 0.00
Faith Group, LLC	0.50%	\$ 0.00	\$ 0.00
Garth Solutions, Inc.	1.00%	\$ 38,124.95	\$ 38,124.95
Harris Miller and Hanson, Inc.	1.00%	\$ 0.00	\$ 0.00
Jacobsen/Daniels Associates, LLC	3.00%	\$ 175,971.15	\$ 189,399.43
Nova Consulting, Inc.	3.00%	\$ 3,641.72	\$ 3,641.72
Total Participation	10.00%	\$ 217,737.82	\$ 231,166.10

Overview of DBE Participation

- Original Contract Amount: \$5,000,000.00 (includes \$200,000.00 for Reimbursables)
- Total Prime Payments to DBE Subcontractors: \$231,166.10
- Total Payments to Prime: \$2,287,018.45
- Total DBE Attainment to Date: 10.1% (\$231,166.10/\$2,287,018.45)

Proposed First Amendment – The DBE commitment remains 10%.

- Amount of Proposed First Amendment: \$5,000,000.00
- Revised Contract Amount Through Proposed First Amendment: \$10,000,000.00

The purpose of the Proposed First Amendment is to increase the agreement amount from \$5,000,000.00 to \$10,000,000.00. The contract term remains unchanged - from December 14, 2021 to December 13, 2025.

DBE Compliance Comments:

Kimley Horn's current DBE participation is 10.1% which exceeds their commitment by 0.1%. Jacobsen/Daniels Associates, LLC (Jacobsen/Daniels), a DBE subconsultant, was unable to verify payments from Kimley Horn due to multiple projects being issued on the same invoice for the work authorizations in question. Jacobsen/Daniels' payments were verified via payroll records from the prime consultant. Payments to Garth Solutions, Inc. and Nova Consulting, Inc. were verified through an independent payment verification process.

OESBD will continue to monitor Kimley Horn & Associates, Inc.'s compliance with their DBE commitment for the remainder of the contract term.

cc: Maribel Feliciano, Assistant Director, OESBD
Alejandro Cuevas, Expansion Project Administrator, BCAD
Yulanda Brady, Small Business Development Specialist, BCAD/OESBD
James Vose, Jr., Small Business Development Specialist, BCAD/OESBD