



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: September 10, 2025

TO: Nancy Olesen, Purchasing Assistant Manager
Broward County Purchasing Division

THRU: Maribel Feliciano, Director
Office of Economic and Small Business Development **MARIBEL FELICIANO**

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

SUBJECT: **RFP No. PNC2128715P1_ Engineering Services for PFAS Water Treatment/Transmission System Improvements – CBE Team Modification**

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On July 23, 2025, the Office of Economic and Small Business Development (OESBD) received an email correspondence from the Broward County Purchasing Division (Purchasing) on behalf of the apparent successful prime vendor for the above-referenced solicitation, Carollo Engineers, Inc (Carollo). In Carollo's communication, dated July 21, 2025, the prime vendor informed Purchasing of the loss of a key CBE subcontractor, McCafferty Brinson Consulting, LLC (McCafferty Brinson), which voluntarily withdrew from the project. McCafferty Brinson was proposed to lead a critical and highly specialized scope element – the plotting of the membrane treatment system, which accounted for 7.50% of Carollo's proposed CBE participation. OESBD contacted McCafferty Brinson and received independent confirmation from the CBE of its withdrawal from the project.

In its correspondence, dated July 21, 2025, Carollo stated that it anticipates increasing CBE participation during the design phase to approximately 20%. The prime also expressed that the 25% CBE goal for this design phase of the project could be met via additional engineering services that are likely to be required during the construction phase, thereby offsetting the current CBE participation shortfall.

While OESBD encourages prime vendors to utilize CBE subcontractors to perform commercially useful functions beyond the established goal, in this instance, the established goal for the current solicitation was based solely on a review of the overall scope of work for the design phase of the project, which has been designated as Phase 1 and Phase 2. The CBE goal requirement for the construction phase of the project, which is designated as Phase 3, has not yet been established and will be determined only after OESBD receives a request to review that phase for opportunities for CBE participation.

On August 6, 2025, OESBD received a subsequent email communication from Carollo through Purchasing. In this communication, Carollo proposed a phased approach during the preliminary engineering and design, Phases 1 and 2, to attain 19.76% of the CBE goal and in Phase 3, the construction phase, broaden the use of field inspectors and construction staff to deliver the project while meeting the overall 25% CBE goal. As

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RFP No. PNC2128715P1_ Engineering Services for PFAS Water Treatment/Transmission System Improvements – CBE Team Modification

previously stated, OESBD encourages prime vendors to utilize CBE subcontractors to perform commercially useful functions beyond the established goal. However, in this situation, the established goal for the current solicitation was based solely on a review of the overall scope of work for the design phase of the project and a goal for the construction phase has not yet been determined. Therefore, consideration cannot be given to meeting a CBE goal that has not yet been established.

On August 14, 2025, Carollo submitted Letters of Intent (LOIs) for phase 1 & 2 to add three (3) new subcontractors to its CBE team: **C Solutions, Inc. – 2.08%, Florida Digital Reproduction Corp. – 0.14%, and Reina Engineering, LLC – 0.49%**. OESBD also received revised LOIs to increase **Design Kollaborative Architects & Planners Inc. d/b/a DKArchitects from 2.50% to 3.95%** and to decrease **Engenuity Group, Inc. from 2.50% to 2.25%, Ross Engineering, Inc. from 6.50% to 6.41%, Smith Engineering Consultants, Inc., from 3.80% to 3.32%, and WIRX Engineering, LLC dba WIRX Engineering & Construction, LLC from 1.30% to 1.12%**.

Further clarification was requested by OESBD when it was noted that Dickey Consulting Services, Inc. (DCS), a CBE subcontractor that was also proposed to be a part of Carollo's team on this project, and perform 1% of the overall services, was not included in the submission for work in the design phase, Phases 1 & 2, of the project. On August 28, 2025, Purchasing advised OESBD that DCS, had not been removed from the project. On September 3, 2025, Purchasing forwarded an email communication from Carollo, dated September 2, 2025, stating that based on the County's direction during scope negotiations, DCS's scope/fee (for public outreach) was eliminated from Phases 1 and 2. This CBE's scope will only be included in Phase 3 (engineering services during construction), which will be developed and negotiated in the future. Therefore, this office has determined that DCS' participation cannot be counted towards meeting the CBE goal during the design phase.

The CBE Goal for the design phase of this project was established at **25.00%**.

In its solicitation response, Carollo initially committed to utilizing CBE firms to provide **25.10%** of the design services. Based on the latest LOIs submitted to date by Carollo, its proposed CBE participation is as follows:

<u>Firm</u>	<u>Category</u>	<u>Original Proposed</u>	<u>Revised Proposed</u>
		<u>Percentage</u>	<u>Percentage</u>
C Solutions Inc.	CBE	0.00%	2.08%
Design Kollaborative Architects & Planners Inc. d/b/a DKArchitects	CBE	2.50%	3.95%
Dickey Consulting Services, Inc.	CBE	1.00%	0.00%
Engenuity Group, Inc.	CBE	2.50%	2.25%
Florida Digital Reproduction Corp.	CBE	0.00%	0.14%
McCafferty Brinson Consulting, LLC	CBE	7.50%	0.00%
Reina Engineering, Inc	CBE	0.00%	0.49%
Ross Engineering, Inc.	CBE	6.50%	6.41%
Smith Engineering Consultants, Inc.	CBE	3.80%	3.32%
WIRX Engineering, LLC dba WIRX Engineering & Construction, LLC	CBE	1.30%	1.12%
Total:		25.10%	19.76%

RFP No. PNC2128715P1_ Engineering Services for PFAS Water Treatment/Transmission System Improvements – CBE Team Modification

OESBD acknowledges and approves the removal of McCafferty Brinson Consulting LLC, from this project as a CBE subcontractor. OESBD also acknowledges and approves the addition of **C Solutions, Inc. – 2.08%**, **Florida Digital Reproduction Corp. – 0.14%**, and **Reina Engineering, LLC – 0.49%** to the project and the modification of **Design Kollaborative Architects & Planners Inc. d/b/a DKArchitects** from 2.50% to 3.95%, **Engenuity Group, Inc.** from 2.50% to 2.25%, **Ross Engineering, Inc.** from 6.50% to 6.41%, **Smith Engineering Consultants, Inc.**, from 3.80% to 3.32%, and **WIRX Engineering, LLC dba WIRX Engineering & Construction, LLC** from 1.30% to 1.12% and the reduction of **Dickey Consulting Services, Inc.** from 1% to 0%. OESBD further approves the overall reduction of the prime's committed CBE participation from **25.10%** to **19.76%**, effective September 10, 2025.

The CBE participation commitment on this project is now **19.76%**. Based on the revised LOIs submitted by Carollo, the reflected CBE participation amounts to 19.76%. **Carollo is strongly encouraged to use CBEs to perform commercially useful functions, to the full extent possible under its awarded contract.**

cc: Tabitha Pope, Small Business Development Specialist, OESBD