



**OFFICE OF ECONOMIC AND SMALL BUSINESS DEVELOPMENT**

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**MEMORANDUM**

**DATE:** November 20, 2017

**TO:** Ian Mitchell, Project Administrator  
Facilities Management Division

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

**SUBJECT:** RFP No. R1138035P1  
Parking Management Services for Various Broward County Agencies  
County Business Enterprise (CBE) Evaluation for the Second Amendment

The Office of Economic and Small Business Development (OESBD) has conducted a review of SP Plus Corporation's CBE participation to October 31, 2017. The CBE goal for the project is 21%, and SP Plus Corporation committed to 24.56% CBE participation. An overview is provided as follows:

<u>CBE Firms</u>	<u>Category</u>	<u>Reported Amount</u>	<u>Verified Amount</u>
S. Davis & Associates, P.A.	CBE	\$7,500.00	\$7,500.00
Ann's Janitorial Services, Inc.	CBE	\$60,518.50	\$60,518.50
McKenzie's Cleaning, Inc.**	CBE	<u>\$466,824.55</u>	<u>\$378,575.69</u>
<b>Total:</b>		<b>\$534,843.05</b>	<b>\$446,594.19</b>

- Current five-year potential amount: \$3,528,654
- Proposed increase in operating expense budget for the remaining term of year four and optional year five: \$702,425
- New potential five-year amount: \$4,231,079
- Total amount paid to the prime vendor as of October 31, 2017: \$2,227,001.96
- Total amount paid to the CBE firms: \$534,843.05 as reported by Prime  
CBE Participation: 24.02% - (\$534,843.05/\$2,227,001.96)
- Total Amount Paid to CBE: \$446,594.19 as reported by CBE  
CBE Participation: 20.05% - (\$446,594.19/\$2,227,001.96)

\*\* SP Plus Corporation's (Prime) and McKenzie's Cleaning, Inc. (CBE) are still working on the verification of the exact amount paid to the CBE under this agreement.

**Compliance Comments:**

SP Plus Corporation (SP Plus) committed to 24.56% CBE participation and has attained 24.02% participation based on Monthly Utilization Report (MUR) dated November 9, 2017. Per verified payments with CBE subcontractors, SP has attained 20.05% CBE participation.

Payments to S. Davis & Associates, P.A. and Ann's Janitorial Services, Inc. were verified in full through an independent payment verification process. McKenzie's Cleaning, Inc. (McKenzie) verified receiving payments to January 2017 in the amount of \$378,575.69. At OESBD's request, SP Plus provided copies of checks issued to McKenzie's Cleaning, Inc. confirming payments from February to October 2017. Additionally, SP Plus provided account reconciliation statements reflecting total payments to McKenzie in the amount of \$466,824.55.

On June 26, The Office of Economic and Small Business Development (OESBD) approved the substitution of McKenzie's Cleaning, Inc. f/k/a McKenzie's Cleaning, LLC with Ann's Janitorial Services Inc., a certified County Business Enterprise (CBE). SP Plus Corporation (Prime) and McKenzie's Cleaning, Inc. (CBE) are still working on the verification of the exact amount paid to the CBE to its last date of service.

The goal for this contract remains at 24.56% CBE participation. OESBD will continue to monitor this agreement for CBE compliance.

Freddy Castillo, Small Business Development Manager, OESBD  
Oswaldo Casco, Small Business Development Specialist, OESBD