



**OFFICE OF ECONOMIC AND SMALL BUSINESS DEVELOPMENT**  
**Governmental Center Annex**

115 S. Andrews Avenue, Room A680 • Fort Lauderdale, Florida 33301 • 954-357-6400 • FAX 954-357-5674

**MEMORANDUM**

**DATE:** December 7, 2017

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

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

**FROM:** Freddy Castillo, Small Business Development Manager *FC*  
Office of Economic and Small Business Development

**SUBJECT:** RFP No. R0899203P1 – Contract No. R1226007PX\_1  
Janitorial Services for Broward County Judicial Complex  
CBE Compliance Review for Second Amendment to the Agreement

The Office of Economic and Small Business Development (OESBD) has conducted a review of Triangle Services of Florida, Inc.'s CBE participation as of October 14, 2017. The CBE goal for the project is 28%. Triangle Services of Florida, Inc. committed to 28% CBE participation. An overview is provided as follows:

**Payment to CBE Firm**

**Prime Reported**

L & B Janitorial Services, Inc. \$ 984,907.45

- Original agreement amount: \$532,162.11
- Proposed month-to-month extension not to exceed six months to begin December 27, 2017, and dollar amount not to exceed \$1,221,079
- Total Amount paid to Prime: \$ 4,429,482.94
- Total Amount paid to CBE: \$984,907.45
- Total Participation: 22.23% - ( $\$984,907.45 / \$4,429,482.94$ )

**Compliance Comments:**

Triangle Services of Florida, Inc (TSF) committed to 28% CBE participation and has attained 22.23% participation based on Monthly Utilization Report (MUR) dated October 14, 2017. Based on the MUR dated March 30, 2017, TSF's CBE attainment was 23.72% ( $\$934,812.99 / \$3,941,243.88$ ) as verified by TSF and 22.45% ( $\$884,680.03 / \$3,941,243.88$ ) as verified by L & B Janitorial Services, Inc.

A Notice to Cure was sent to TSF on May 24, 2017 for low CBE attainment. TSF responded that they will make a good faith effort during the contract extension to improve L & B Janitorial Services, Inc.'s participation on the contract. TSF was also contacted by OESBD staff in August 2017 regarding the low CBE attainment and TSF confirmed that they will increase CBE participation to 70-75% for the remainder of the contract in an effort to meet the CBE commitment.

The Facilities Management Division reported that a month-to month extension not to exceed six months is needed to complete the solicitation and negotiate replacement agreements.

The goal for this contract remains at 28% CBE participation. OESBD will continue to monitor this agreement for CBE compliance.

cc: Nichole Francis, Small Business Development Specialist, OESBD