

**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 • TTY 954-357-5664

**MEMORANDUM**

**DATE:** May 11, 2018

**TO:** Gasser Douge, Project Manager  
Aviation Department

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

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

**SUBJECT:** RLI No. R1083508R1 – Professional Services for Rehabilitation of North  
Airfield Pavements and Engineered Material Arresting System Beds  
**DBE Compliance Review – First Amendment**

The Office of Economic and Small Business Development conducted a review of Kimley-Horn and Associates, Inc.'s (Kimley-Horn's) (prime) Disadvantaged Business Enterprise (DBE) participation. An overview is provided as follows:

The DBE Goal for this project is 19%.

Kimley-Horn has committed to 20% DBE participation.

**Participation Performance**

<b><u>Subcontractor Name</u></b>	<b><u>Committed Percentage</u></b>	<b><u>Reported Amount</u></b>	<b><u>Verified Paid Amount</u></b>
Chen & Associates Consulting Engineers, Inc. d/b/a Chen Moore and Associates	2.00%	\$ 8,000.00	\$ 8,000.00
Dickey Consulting Services, Inc.	1.00%	\$ 0.00	\$ 0.00
IMDC, Inc.	12.00%	\$ 34,973.46	\$ 34,973.46
Tierra South Florida, Inc.	5.00%	\$ 45,035.24	\$ 45,035.24
<b>Total Participation</b>	<b>20.00%</b>	<b>\$ 88,008.70</b>	<b>\$ 88,008.70</b>

- Original Contract Amount: \$2,100,000.00
- Total Payments to Prime: \$636,443.48
- Total Prime Payments to DBE Subcontractors: \$88,008.70
- Total DBE Participation to Date: 13.83% (\$88,008.70 / \$636,443.48)

RLI No. R1083508R1 – Professional Services for Rehabilitation of North Airfield  
Pavements and Engineered Material Arresting System Beds  
**DBE Compliance Review – First Amendment**

Exhibit 3  
Page 2 of 2

**Proposed First Amendment:** The DBE commitment remains 20%.

- Amount of Proposed First Amendment: \$1,836,252.00
- Revised Contract Amount through Proposed First Amendment: \$3,936,252.00

**DBE Compliance Comments:**

The current level of DBE participation on the agreement is 13.83%. Participation was verified through an independent payment verification process.

The 13.83% participation attainment is based on work performed by Chen-Moore & Associates, IMDC, Inc., and Tierra, Inc. during the Programming Phase (Phase 1) of the project. Kimley-Horn has stated that the utilization of its subcontractors has been adversely impacted by a one-year delay to the commencement of the Construction Document Preparation Phase (Phase 2) of the project. The prime has also stated that it is awaiting payment for work already completed for Phase 2, which includes work performed by its DBE firms. Kimley-Horn expects, once payment is received for its outstanding invoices, the level of DBE participation will increase to 19.3%. Additionally, Dickey Consulting Services, Inc. will be utilized to perform outreach services during Phase 2.

cc: Donna-Ann Knapp, Small Business Development Specialist, BCAD/OESBD