



OFFICE OF ECONOMIC AND SMALL BUSINESS DEVELOPMENT  
Governmental Center Annex

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**MEMORANDUM**

**DATE:** January 31, 2018

**TO:** Mark Roberts, Purchasing Agent  
Broward County Purchasing 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. PNC2114814P1 – Managing General Contractor for Cruise  
Terminals 2 & 4 Parking Garage Improvements  
County Business Enterprise (CBE) Evaluation**

The Request for Proposal (RFP) was advertised with a 25% CBE participation goal. In response to this RFP, vendors had to submit a Contractor Assurance Statement on company letterhead, signed by the owner or authorized vendor representative, affirming that the company will comply with the County's nondiscrimination policy, acknowledge the percentage goal established on the project, and agree to engage in good faith effort solicitation of Broward County Certified County Business Enterprises (CBE) to achieve the project goal.

The Office of Economic and Small Business Development (OESBD) conducted a review of the vendors' Contractor Assurance Statements. An overview is provided as follows:

**Met the CBE Requirements:**

**Firms**

James A. Cummings, Inc.  
Munilla Construction Management, LLC dba MCM  
Moss & Associates, LLC  
Stiles Pirtle Joint Venture

**CBE Compliance Comments:**

James A. Cummings, Inc., Munilla Construction Management, LLC dba MCM, Moss & Associates, LLC and Stiles Pirtle Joint Venture submitted their signed Contractor Assurance Statement with their RFP package 1) Affirming that they will comply with the County's nondiscrimination policy, 2) Acknowledging the percentage goal established on the project

and 3) Agreeing to engage in good faith effort solicitation of Broward County Certified County Business Enterprises (CBE) to achieve the project goal. Therefore, James A. Cummings, Inc., Munilla Construction Management, LLC dba MCM, Moss & Associates, LLC and Stiles Pirtle Joint Venture are in compliance with the initial CBE program requirement of this RFP.

During the Preconstruction Services Agreement, the short-listed firm(s) is required to submit a Schedule of Participation and corresponding Letters of Intent (LOI), for each CBE subcontractor the vendor intends to use to achieve the assigned 25% CBE participation goal. OESBD will review this information for compliance of this requirement.

Pursuant to the Broward County Business Opportunity Act, Section 1-81.6(b), only firms certified as County Business Enterprise (CBE) shall be counted toward satisfaction of the applicable goal.

**CBE Compliance History:**

The following is a report of the respondents' CBE compliance history for projects completed within the last five (5) years of the RFP's opening date:

<b><u>Completed Projects</u></b>	<b><u>CBE Goal</u></b>	<b><u>CBE Commitment</u></b>	<b><u>CBE Attainment</u></b>
<b>Moss &amp; Associates, LLC</b>			
• Contract No. 20041101-0-PORTCM-04B Cruise Terminal No. 4 Phase II Expansion Pre-Construction/Construction Services	22.00%	28.39%	29.72%
• Contract No. R0801609R1B Cruise Terminal Improvements – Terminals 2, 19, 21 & 26 - Pre-Construction/Construction	21.00%	21.11%	27.20%
<b>Munilla Construction Management, LLC</b>			
• Contract No. H1180125C1 Improvement to Pembroke Road (Silver Shores Blvd. to SW 145th Ave) Construction Services	25.00%	25.00%	36.04%
<b>Stiles Corporation</b>			
• Contract No. 200709247CM01 Construction Svs. for New South Animal Care	28.00%	28.00%	29.73%
• Contract No. R0841302RI BCJC Courthouse Parking Garage Construction Services	25.00%	25.00%	26.38%

**Completed Projects (cont.)**

	<b><u>CBE Goal</u></b>	<b><u>CBE Commitment</u></b>	<b><u>CBE Attainment</u></b>
<b>Pirtle (PCL- Pirtle Joint Venture)</b>			
• Contract No. Z1107203C1 Terminal 3 Concourse E Security Checkpoint Renovation and Reconfiguration	14.00%	19.40%	23.85%

OESBD cannot report CBE compliance history of completed projects for James A. Cummings, Inc. and Stiles Pirtle Joint Venture as none exist within the last five (5) years of the RFP's opening date.

cc: Oswaldo Casco, Small Business Development Specialist, OESBD