



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

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**MEMORANDUM**

**DATE:** January 3, 2019

**TO:** Ariadna Musarra, Director/ County Architect  
Construction 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. R1362601P1- Comprehensive Professional Architectural and Engineering Consultant Services  
**CBE Evaluation for Work Authorization:09CMD**  
**Prime Consultant: CPZ Architects, Inc.**

The Office of Economic and Small Business Development (OESBD) has evaluated CPZ Architect Inc.'s CBE participation for the Comprehensive Professional Architectural Engineering Services agreement for Work Authorization (WA) 09CMD. As part of this contract, professional services are performed through the issuance of work authorizations. This review is based on information provided by the requesting agency and the prime consultant, CPZ Architects, Inc., a CBE certified firm. The CBE Goal for the overall agreement is 16% and CPZ Architects Inc.'s commitment is 40%. The proposed CBE Participation for WA 09CMD is 83.1%. An overview is provided as follows:

<u>Firm Name</u>	<u>Status</u>	<u>Committed CBE Participation</u>
CPZ Architects, Inc. (prime)	CBE	69.5%
CMS- Construction Management Services, Inc.	CBE	5.8%
MU Engineers, Inc.	CBE	7.8%
	<b>Total</b>	<b>83.1%</b>

- Work Authorization 09CMD Amount: \$243,600.80

**Contract Overview and CBE Attainment for RFP No. R1362601P1**

- Initial Not-to-Exceed Three-Year Term Contract Amount: \$3,000,000
- Total Payments to Prime Contractor to date: \$225,117.69
- Total Amount Paid to CBE firms to date: \$190,141.31
- CBE Attainment to date: 84% (\$190,141.31 /\$225,117.69)

**Compliance Comments:**

CPZ Architects, Inc. has achieved 84% CBE Participation to date. The high CBE Attainment is due to the prime and subconsultants are CBE firms and performed the majority of the work for this contract. Payments were verified through the independent verification process. OESBD will continue to monitor this project for CBE Goal compliance.

cc: Maribel Feliciano, Assistant Director, OESBD  
Martha Bauer, Project Manager III, CMD  
James Vose Jr., Small Business Development Specialist, OESBD