



**OFFICE OF ECONOMIC AND SMALL BUSINESS DEVELOPMENT**

Governmental Center Annex  
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**MEMORANDUM**

**DATE:** March 1, 2019

**TO:** William Castillo, Aviation Planning Manager  
Aviation Department

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

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

**SUBJECT:** RFP No. R1137002P1 – Geographic Information Systems (GIS) Consulting Services for the Broward County Aviation Department  
**Compliance Evaluation – First Amendment**

Digitally signed by SANDY-MICHAEL MCDONALD  
Date: 2019.03.01 16:43:33 -0500

Digitally signed by FREDDY J. CASTILLO  
Date: 2019.03.01 16:43:33 -0500

The Office of Economic & Small Business Development (OESBD) has evaluated Arora Engineers, Inc.'s (Arora's) (prime) utilization of CBE subcontracted firms. The CBE participation to date is 24.45%. An overview of the evaluation follows:

The CBE Goal for this project was 20.00%.  
The Prime has committed to 25.00% CBE participation.

**Participation Performance**

<u>CBE Subcontractors</u>	<u>Committed Percentage</u>	<u>Revised Committed Percentage</u>	<u>Reported Amount</u>	<u>Verified Paid Amount /%</u>
Keith & Associates, Inc.	18.00%	18.00%	\$ 330,579.23	\$ 349,060.75
RADISE International, L.C.	7.00%	3.50%	\$ 48,768.85	\$ 48,768.85
VDCO Tech	0.00%	3.50%	\$ 82,336.51	\$ 82,336.51
<b>Total Participation</b>	<b>25.00%</b>	<b>25.00%</b>	<b>\$ 461,684.59</b>	<b>\$ 480,166.11</b>

- Original Contract Amount: \$5,000,000.00
- Total Payments to Prime: \$1,963,771.26
- Total Prime Payments to CBE Subcontractors: \$480,166.11
- Total CBE Attainment to Date: 24.45% (\$480,166.11 / \$1,963,771.26)

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**Proposed First Amendment** – The Prime’s CBE commitment remains 25.00%  
The purpose of the proposed First Amendment is to extend the agreement term to June 2, 2021.

- Amount of Proposed First Amendment: \$0.00
- Revised Contract Amount Through Proposed First Amendment: \$5,000,000.00

**CBE Compliance Comments:**

Arora’s current CBE participation is 24.45%, which is 0.55% less than its committed CBE participation. Participation was verified through an independent payment verification process.

Upon the OESBD’s request, Arora submitted a corrective plan of action that appears to be working. The prime’s level of CBE participation has been steadily increasing since the plan’s implementation. The OESBD anticipates that Arora will be able to meet its commitment at the end of the project.

The OESBD will continue to monitor this project for compliance with the CBE Program.

cc: Maribel Feliciano, Assistant Director, OESBD  
Donna-Ann Knapp, Small Business Development Specialist, BCAD/OESBD