

# Memorandum



**Date:** May 31, 2017

**To:** Gary Hartfield, Division Director  
Small Business Development Division  
Internal Services Department (ISD)

**From:** Julie Balogh, Manager  
Airports & Contracts Section  
Environmental Monitoring and Restoration Division  
Division of Environmental Resources Management (DERM), RER

*Kellie Jeff K. Martinez for  
J. Balogh*

**Subject:** CSBE goal for E14-RER-03 Project #002-D14/03-CEI, Monitoring Well Installation and Groundwater Sampling at the BLDG 857 site, located within the Miami International Airport, on behalf of the Miami-Dade Aviation Department (MDAD)

---

## SENT VIA EMAIL

This is a request for Review Committee (RC) approval of the proposed Community Small Business Enterprise (CSBE) goal in order to proceed with monitoring well installation and sampling (drilling) under the E14-RER-03 Professional Services Agreement for Project #002-D14/03-CEI, Monitoring Well Installation and Groundwater Sampling at the BLDG 857 site, on behalf of the Miami-Dade Aviation Department (MDAD)

The subject project consists of the installation of one monitoring well, groundwater sampling, and reporting. This contract, a work order originating from the E14-RER-03 Professional Services Agreement, has been assigned to Cherokee Enterprises, Inc. (CEI).

**The Department of Regulatory and Economic Resources, Division of Environmental Resources Management (DERM), RER staff has evaluated the project and recommends a 0.0% CSBE subcontractor goal for this project (please see attached Analysis for CSBE Goal Recommendation). At this time, DERM is not aware of any CSBE certified monitoring well installation/drilling companies on the CSBE list. Therefore, DERM requests an exemption from the requirement to utilize CSBE subcontractors for this project. Please advise DERM in the event of availability of CSBE excavation or drilling companies.**

Thank you for your attention to this matter. If additional information is required, please call Victor Mendez, the project manager, or me at (305) 372-6700.

KM  
Attachments

ec: Laurie Johnson, ISD

**ANALYSIS FOR CSBE GOAL RECOMMENDATION**

**PROJECT TITLE:** Monitoring Well Installation and Groundwater Sampling at the BLDG 857 site, located within the Miami International Airport, on behalf of the Miami-Dade Aviation Department

**PROJECT NUMBER:** E14-RER-03-002-CEI

**DEPARTMENT:** RER

**ESTIMATED COST OF CONSTRUCTION:** \$ 13,009.12 **FUNDING SOURCE:** Miami-Dade Aviation Department

**DESCRIPTION OF PROJECT:**

Project #002-D14/03-CEI, Monitoring Well Installation and Groundwater Sampling at the BLDG 857 site, located within the Miami International Airport, including installation of one monitoring well, groundwater sampling, and reporting.

TASK DESCRIPTION	ESTIMATED	UNITS	ESTIMATED	CSBE COSTS	CSBE %
	QUANTITY		COST		
Eng/Planning/Mgmt/Oversight/Reporting/Review fee	L.S.	L.S.	\$ 6,813.47	\$ -	0.00%
Equipment & Materials (Drilling)	L.S.	L.S.	\$ 1,423.85	\$ -	0.00%
Labor	L.S.	L.S.	\$ 976.71	\$ -	0.00%
Lab Analysis/Disposal	L.S.	L.S.	\$ 1,626.90	\$ -	0.00%
Contingency/Allowance	L.S.	L.S.	\$ 2,168.19	\$ -	0.00%
<b>TOTAL CONSTRUCTION</b>			<b>\$ 13,009.12</b>	<b>\$ -</b>	<b>0.00%</b>

**Project duration:** Less than 30 days for construction related work (monitoring well installation).

**CWP:** Is not applicable due to project duration and cost.

*[Handwritten Signature]*  
 Julie Balogh, Manager  
 Airport & Contracts Section, RER

*[Handwritten Signature]*  
 J. Balogh

*[Handwritten Signature]*  
 Date Submitted to ISD-RER