

Memorandum



Date: January 31, 2018

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

Subject: CSBE goal for E14-RER-03, Project #013-D14/03-APTIM, Monitoring Well Installation and Groundwater Sampling for the North County Neighborhood Center, located in the vicinity of 3201 NW 207 ST, on behalf of the Community Action and Human Services Department

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 (drilling), and sampling under the E14-RER-03 Professional Services Agreement for Project # 013-D14/03-APTIM, Monitoring Well Installation and Groundwater Sampling for the North County Neighborhood Center, located in the vicinity of 3201 NW 207 ST, on behalf of the Community Action and Human Services Department.

The subject project consists of the installation (drilling) and sampling of three monitoring wells including a report. This contract, a work order originating from the E14-RER-03 Professional Services Agreement, has been assigned to APTIM Environmental & Infrastructure, Inc. (APTIM) who will subcontract the drilling work.

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 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
DERM file (UT-6149/File 17570)

ANALYSIS FOR CSBE GOAL RECOMMENDATION

PROJECT TITLE:

Monitoring Well Installation and Groundwater Sampling for the North County Neighborhood Center, located in the vicinity of 3201 NW 207 ST, on behalf of the Community Action and Human Services Department

PROJECT NUMBER:

013-D14/03-APTIM

DEPARTMENT:

RER

ESTIMATED COST OF CONSTRUCTION:

\$ 23,727.13 FUNDING SOURCE: Community Action and Human Services Department

DESCRIPTION OF PROJECT:

Project #013-D14/03-APTIM, Monitoring Well Installation and Groundwater Sampling for the North County Neighborhood Center, located in the vicinity of 3201 NW 207 ST, including the installation & sampling of three monitoring wells and reporting.

TASK DESCRIPTION	ESTIMATED QUANTITY	UNITS	ESTIMATED COST	CSBE COSTS	CSBE %
Eng/Planning/Mgmt/Oversight/Reporting/Review fee	L.S.	L.S.	\$ 3,217.88	\$ -	0.00%
Equipment & Materials (Drilling)	L.S.	L.S.	\$ 10,683.90	\$ -	0.00%
Labor	L.S.	L.S.	\$ 3,561.34	\$ -	0.00%
Groundwater Sampling/Lab Analysis/Disposal	L.S.	L.S.	\$ 2,316.98	\$ -	0.00%
Contingency/Allowance	L.S.	L.S.	\$ 3,947.02	\$ -	0.00%
TOTAL CONSTRUCTION			\$ 23,727.13	\$ -	0.00%

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

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


Julie Balogh, Manager
Airport & Contracts Section, RER

2/1/18
Date Submitted to ISD-RER