

# 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 #018-D14/03-APTIM, Soil Assessment Activities and Reporting at the Liberty Square Development Project - Blocks 2-9, located in the vicinity South of NW 67th ST & North of NW 62nd ST Between NW 15th AVE & NW 12th AVE, on behalf of the Department of Public Housing & Community Development

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## **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 soil borings installation (drilling), and sampling under the E14-RER-03 Professional Services Agreement for Project # 018-D14/03-APTIM, Soil Assessment Activities and Reporting at the Liberty Square Development Project - Blocks 2-9, located in the vicinity South of NW 67th ST & North of NW 62nd ST Between NW 15th AVE & NW 12th AVE, on behalf of the Department of Public Housing & Community Development.

The subject project consists of the installation (drilling) and sampling of 120 soil borings 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 (File #15587/HWR-400)

## ANALYSIS FOR CSBE GOAL RECOMMENDATION

**PROJECT TITLE:** Soil Assessment Activities and Reporting at the Liberty Square Development Project - Blocks 2-9, located in the vicinity South of NW 67th ST & North of NW 62nd ST Between NW 15th AVE & NW 12th AVE, on behalf of the Department of Public Housing & Community Development

**PROJECT NUMBER:** 018-D14/03-APTIM

**DEPARTMENT:** RER

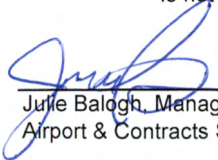
**ESTIMATED COST OF CONSTRUCTION:** \$ 29,145.80 **FUNDING SOURCE:** Public Housing & Community Development

**DESCRIPTION OF PROJECT:** Project #018-D14/03-APTIM, Soil Assessment Activities and Reporting at the Liberty Square Development Project - Blocks 2-9 site, located in the vicinity South of NW 67th ST & North of NW 62nd ST Between NW 15th AVE & NW 12th AVE, including the installation & sampling of 120 soil borings and reporting.

TASK DESCRIPTION	ESTIMATED QUANTITY	UNITS	ESTIMATED COST	CSBE COSTS	CSBE %
Eng/Planning/Mgmt/Oversight/Reporting/Review fee	L.S.	L.S.	\$ 6,724.98	\$ -	0.00%
Equipment & Materials (Drilling)	L.S.	L.S.	\$ 9,570.00	\$ -	0.00%
Labor	L.S.	L.S.	\$ 6,118.57	\$ -	0.00%
Groundwater Sampling/Lab Analysis/Disposal	L.S.	L.S.	\$ 1,874.62	\$ -	0.00%
Contingency/Allowance	L.S.	L.S.	\$ 4,857.63	\$ -	0.00%
<b>TOTAL CONSTRUCTION</b>			\$ 29,145.80	\$ -	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

2/2/18  
Date Submitted to ISD-RER