

SMALL BUSINESS/MWBE CONTRACT COMPLIANCE  
FINAL ANALYSIS

METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY  
OFFICE OF MINORITY & WOMEN BUSINESS ASSISTANCE (BAO)

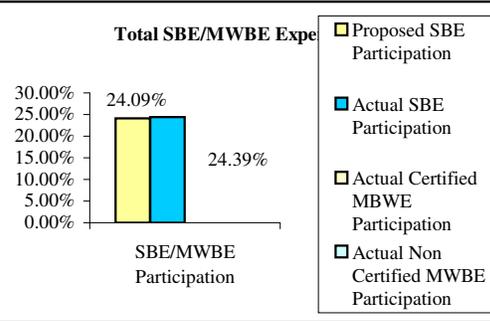
RFP 07-28

**Project Name:** Nashville Fire Station #16  
**Procuring Dept(s):** Finance, Real Property Services  
**Project Start Date:** 8/2007  
**Contractor:** Baron & Dowdle

**PO/Contract #:** 171120  
**Metro Project Manager:** D. Meyers  
**Project End Date:** 5/2008  
**CC Specialist:** Bryan Gleason (Murdic)

**PART I: PROJECT SUMMARY**

<b>Initial contract/PO Dollar Value:</b>	\$1,241,572.00
<b>Final contract/PO Dollar Value:</b>	\$1,241,572.00
<b>Proposed Small Business Participation %:</b>	24.09%
<b>Actual Small Business Participation %:</b>	24.39%
<b>Actual Certified MWBE Participation %:</b>	0.00%
<b>Actual Non Certified MWBE Participation %:</b>	0.00%



**PART II: SUBCONTRACTOR INFORMATION**

Subcontractor	Approved Small Business	MBE/WBE		Proposed Participation %		Actual Participation %	
		Certified	Non Certified	SBE	MWBE	SBE	MWBE
City Limits Construction, LLC	✓	na	na	1.59%	0%	1.42%	0%
LeMay's Concrete	✓	na	na	1.14%	0%	5.02%	0%
Metro Environmental, Inc.	✓	na	na	0.84%	0%	0.92%	0%
Mesa Interior	✓	na	na	1.77%	0%	1.55%	0%
Charlie Irwin Painting, LLC	✓	na	na	0.87%	0%	0.18%	0%
Hornbuckle Plumbing Co.	✓	na	na	8.37%	0%	7.65%	0%
Mainstream Heating & Cooling	✓	na	na	9.50%	0%	7.66%	0%
				<b>24.09%</b>	<b>0.00%</b>	<b>24.39%</b>	<b>0.00%</b>

\* Procurement predates the PNP, and only SBE participation was monitored.

**PART III: PROJECT/COMPLIANCE HIGHLIGHTS**

**Procurement Overview**

Make renovations and additions to the Nashville Fire Department Station #16 at 2219 21st Avenue South.

**General Adherence to Small Business Regulations/Policies**

Baron & Dowdle did not adhere to the Small Business Guidelines established by the Procurement Regulations and promulgated by the Procurement Standards Board. Based on the payments reported, Baron & Dowdle exceeded their SBE/MWBE participation, however, only 15.56% could be verified based on submitted supporting documentation. Overall, Baron & Dowdle did not meet their committed levels of SBE/MWBE participation. Actual reported participation was 24.39%; verified and supported participation was 15.56%, 8.56% below the committed level of SBE participation. As stated in the contract, all payments must be supported with cancelled checks, invoices, payment applications, etc.. Partial supporting documentation was submitted. **Deficiency noted.**

**General Adherence to Small Business Reporting Requirements**

Baron & Dowdle did not follow the reporting requirements sufficiently. Baron & Dowdle did not submit the required SBE/MWBE documentation on a timely basis. As a result, Baron & Dowdle did not meet their committed levels of participation due to lack of supporting documentation. **Deficiency noted.**

**Proposed VS. Actual Small Business Participation**

The proposed participation on this project was 24.09%. Baron & Dowdle failed to meet their committed level of participation by 8.56% verified SBE/MWBE participation, which resulted in a final actual participation of 15.56% verified. **Deficiency noted.**

**Recommendations**

It is recommended that the prime contractor contact the Business Assistance Office (BAO) throughout the duration of the contract to ensure that committed levels of participation are met and/or maintained. The prime should send monthly financial payment docs as well as a written letter of substitution prior to replacing a proposed subcontractor. Failure to follow the requirements mentioned in the RFP may result in not meeting committed levels of participation.

**Contractors Comments**

No response

**Contract Compliance Specialist:** Bryan Gleason

**Date:** October 2, 2009

**Telephone Number:** 615-862-6710