



OFFICE OF ECONOMIC AND SMALL BUSINESS DEVELOPMENT

Governmental Center Annex

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MEMORANDUM

DATE: August 20, 2010

TO: Danielle French, Interim Director
Risk Management Division

FROM: Christopher Atkinson, Small Business Development Manager
Office of Economic and Small Business Development

SUBJECT: No Goal for Insurance Brokerage Services

A handwritten signature in blue ink, appearing to read "C. Atkinson", is written over the name in the "FROM:" field.

This project will obtain an Agent/Broker to provide professional insurance brokerage services which include but are not limited to: "risk and insurance consulting; analyzing exposures; procuring the County's property/casualty program, excess property insurance; wind; flood; boiler and machinery; builder's risk; airport liability; aircraft liability; excess worker's compensation; port; government crime; and, all other insurance coverage..." The project manager indicates that subcontracting opportunities on this project are limited. OESBD has reviewed the proposed scope of work, as well as previous projects involving similar scopes of work, and has determined that standard industry practice would suggest a lack of subcontracting opportunities on a project of this type. The County Business Enterprise Act of 2009 does not allow for establishment of percentage CBE goals on projects lacking subcontracting opportunity.

Per the County Business Enterprise Act of 2009, Sec. 1-81.1 (b) (7), CBE contract goals may only be established on contracts that have subcontracting possibilities. The using agency has indicated that there is "no potential for subcontracting," and OESBD has found this to be consistent with industry practice. Sec. 1-81.3 (b) (6) states that, "In those contracts in which no CBE goal has been set, the contract shall contain language stating that, although no CBE goal has set, the County encourages contractors to give full consideration to the use of CBE firms to perform work under the contract." Based on the foregoing, no CBE goal is applicable for this project.

This assessment is made based upon the examination of the scope of work as submitted to the Office of Economic & Small Business Development by the using agency. Please contact the Office at (954) 357-6400 with any concerns.

cc: Norman E. Taylor, Director, Office of Economic & Small Business Development
Shelia Pitts-Howard, Assistant to the Director, OESBD
Freddy Justino Castillo, Manager, OESBD
Marcia Young, Manager, OESBD
Adrienne B. Britto, Specialist, OESBD