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OFFICE OF ECONOMIC AND SMALL BUSINESS DEVELOPMENT


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MEMORANDUM

DATE: February 18, 2014

TO: Lisa Morrison, Employee Benefits Manager
Human Resources Division

THRU: Sandy-Michael McDonald, Director 
Office of Economic and Small Business Development

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

SUBJECT: No CBE Goal for Employee Benefits Consulting Services

The Human Resources Division is seeking a vendor to provide employee benefits consulting services, expert knowledge and advice, and to perform actuarial services. A review of the Small Business Certified Firm Directory revealed that currently there is only one (1) certified County Business Enterprise (CBE) firm that may be able to provide the services; therefore, consistent with the Broward County Business Opportunity Act of 2012, Sec. 1-81.3 (d), no CBE goal is applicable for this project. In the event the vendor elects to use subcontractors, the County encourages the vendor to give full consideration to use CBE firms to perform work under the contract.

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

cc: Lisette Forrest, Small Business Development Specialist, OESBD