



**OFFICE OF ECONOMIC AND SMALL BUSINESS DEVELOPMENT**


Governmental Center Annex  
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**MEMORANDUM**

**DATE:** March 6, 2017

**TO:** Claudja Henry, Contract Administrator  
 Public Works Department, Facilities Management Division

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

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

**SUBJECT:** No CBE Goal for the Job Order Contract (JOC) Consultant

Facilities Management is seeking proposals from qualified consultants to assist in the development, implementation, and support of a County wide Job Order Contracting (JOC) Program. Broward County agencies potentially utilizing this program will include Public Works, Airport, Transportation and Port Everglades. The consultant will provide training materials, web based software, a unit price catalog that establishes uniform pricing for a variety of work tasks, and assist County staff in providing ongoing administrative support to ensure that the JOC process is accurately and consistently implemented. The Project Manager indicated that this project does not present an opportunity for subcontracting. Additionally, a review of the County Certified Firm Directory revealed that there are currently no County Business Enterprises (CBEs) that can provide this service. Therefore, consistent with the Broward County Business Opportunity Act of 2012, Section 1-81.3(d), no CBE goal is applicable to 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 contract is not subject to the Broward County Workforce Investment Program.**

Eligibility for the CBE program is based on economic size standards; the program does not utilize race or gender criteria for either certification or goal methodology purposes. CBE goals are based on an examination of the scope of work and cost estimate as submitted to the Office of Economic and Small Business Development by the Using Agency. If you have any concerns regarding available subcontracting opportunities, please contact our office at (954) 357-6400.

cc: Freddy Castillo, Small Business Development Manager, OESBD  
 Oswaldo Casco, Small Business Development Specialist, OESBD