



OFFICE OF ECONOMIC AND SMALL BUSINESS DEVELOPMENT

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MEMORANDUM

DATE: May 30, 2018

TO: Debbie Cherisma, Business Manager
Emergency Management Division (EMD)

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

FROM: Freddy Castillo, Small Business Development Manager *FC*
Office of Economic and Small Business Development

SUBJECT: No CBE Goal for Emergency Management Library of Services
Qualified Vendors List (QVL) / Library of Pre-Qualified Consultants

Broward County Emergency Management Division (EMD), seeks to create a library of pre-qualified consultant(s) to perform professional emergency management consulting and/or conducting services on an as needed basis. EMD reported that services will be paid using a combination of county and federal funds from The Department of Homeland Security (DHS) and the Federal Emergency Management Agency (FEMA). EMD reported that Title 2 Part 200 will apply to all federally funded projects.

Federal Procurement Standards included in Title 2 CFR Part 200, require that the non-Federal entity (Broward County) conducts procurements in a manner that prohibits the use of statutorily or administratively imposed in-State or local geographic preferences in the evaluation of bids or proposals. Therefore, consistent with Title 2 CFR Section 200.319(b), the Office of Economic and Small Business Development (OESBD) is unable to establish a County Business Enterprise (CBE) goal on this project.

Title 2 CFR Part 200 requires that Broward County takes all necessary affirmative steps to assure that minority firms, women's business enterprises, and labor surplus area firms are used when possible. Section 200.321 requires the non-Federal entity (Broward County) to take the following necessary affirmative steps in its procurement process:

- (1) Placing qualified small and minority businesses and women's business enterprises on solicitation lists;
- (2) Assuring that small and minority businesses, and women's business enterprises are solicited whenever they are potential sources;

(3) Dividing total requirements, when economically feasible, into smaller tasks or quantities to permit maximum participation by small and minority businesses, and women's business enterprises;

(4) Establishing delivery schedules, where the requirement permits, which encourage participation by small and minority businesses, and women's business enterprises;

(5) Using the services and assistance, as appropriate, of such organizations as the Small Business Administration and the Minority Business Development Agency of the Department of Commerce; and

(6) Requiring the prime contractor, if subcontracts are to be let, to take the affirmative steps listed in paragraphs (1) through (5) of this section.

This contract is not subject to the Broward County Workforce Investment Program.

If you have any questions or concerns regarding this assignment, please feel free to contact our office at (954) 357-6400.

cc: Oswaldo Casco, Small Business Development Specialist, OESBD