




**OFFICE OF ECONOMIC AND SMALL BUSINESS DEVELOPMENT**

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**MEMORANDUM**

**DATE:** June 23, 2014

**TO:** Scott Campbell, Director  
Facilities Management Division

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

**SUBJECT:** CBE Goal for Energy Audit and Energy Performance Professional Consultant Services

*This memorandum supersedes the March 27, 2014 memorandum.*

The CBE Goal assigned to the above mentioned project pertains to the second phase of the project and is as follows:

**CBE GOAL: 10%**

According to the Project Manager, the prime contractor/consultant can perform 100% of the scope of service for the first phase, which consists of an energy audit. The report resulting from the audit will establish scope of services for work to be performed for the second phase of the contract, which may provide for subcontracting in the areas of Engineering Services and Building Construction. 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.

The above assigned goal for County Business Enterprises is based on our 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: Kevin Bellamy, Contract/Grants Administrator III, Facilities Management Division  
Pamela Danberg, Economic Development Assistant, OESBD

## METHODOLOGICAL STATEMENT County Business Enterprise (CBE) Program

**PROJECT TITLE:** Energy Audit and Energy Performance Professional Consultant Services

**BASE GOAL:** Based on analysis of industry data and other relevant factors, the Broward County Business Opportunity Act of 2012 established a base goal of 25%.

**APPROACH:** Weighted availability of CBE-eligible firms was based on scopes of work as identified by the using agency. The Project Manager has identified the breakdown of the scope of work for the project. All portions of the scope of work are included for purposes of assessing overall relative availability of CBE-eligible firms by NAICS code.

**DATA:** Data from OESBD database of CBE-certified firms and the 2011 County Business Patterns of the U.S. Census Bureau for Broward County firms relative to NAICS codes were used for this analysis.

<i>Description</i>	<i>Scope %</i>	<i>Certified Firms</i>	<i>CBP as of 2011</i>	<i>Availability</i>	<i>Weighed Used</i>
Energy Consulting Services	80.00%	1	385	0.26%	0.21%
Engineering Services	10.00%	58	3,147	1.84%	0.18%
Building Construction	10.00%	77	274	28.10%	2.81%
	100.0%				3.2%

**Weighed Used:** 3.2%

**GOAL:** 10.0%

**ADJUSTMENTS:** According to the Project Manager, the prime contractor/consultant can perform 100% of the scope of service for the first phase, which consists of an energy audit. The report resulting from the audit will establish scope of services for work to be performed for the second phase of the contract, which may provide for subcontracting in the areas of Engineering Services and Building Construction. Based on a review of a similar project, Energy Performance Project at Water and Wastewater Services (RLI No. R0728501R1) and on availability, a 10% participation goal is reasonable and achievable.