



OFFICE OF ECONOMIC AND SMALL BUSINESS DEVELOPMENT


Governmental Center Annex

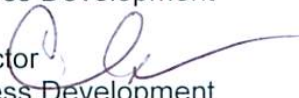
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MEMORANDUM

DATE: April 21, 2017

TO: Lisa Morrison, Human Resource 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 seeks a vendor to provide employee benefits consulting services. A review of the Small Business Certification Directory in the NAICS Codes and key word searches for this specialty revealed five (5) CBE firms. However, after contacting the firms, OESBD has determined there is only one (1) CBE able to provide these services. Therefore, in accordance with the Broward County Business Opportunity Act of 2012, Section 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 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
Lisette Forrest, Small Business Development Specialist, OESBD

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