



OFFICE OF ECONOMIC AND SMALL BUSINESS DEVELOPMENT
Governmental Center Annex

115 S. Andrews Avenue, Room A680 • Fort Lauderdale, Florida 33301 • 954-357-6400 • FAX 954-357-5674

MEMORANDUM

DATE: April 20, 2022

TO: Michael J. Ritus, Construction Project Management Supervisor
Construction Management Division

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

FROM: Maribel Feliciano, Assistant Director
Office of Economic and Small Business Development

SUBJECT: CBE Goal for Continuing Architectural and Engineering Services for Work of a Specified Nature

*Digitally signed by SANDY-MICHAEL MCDONALD
Date: 2022.04.22 10:00:55 -04'00'*

*Digitally signed by MARIBEL FELICIANO
Date: 2022.04.21 12:22:41 -04'00'*

The CBE Goal assigned to the above-mentioned project is as follows:

CBE Goal: 10%

NAICS Codes: 541310, 541330

Scope of Services: Architectural Services, Mechanical Engineering, Electrical, Plumbing, Structural Engineering, Civil Engineering

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 Enterprise participation 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.

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

In accordance with the Business Opportunity Act, as amended, Section 1-81.3. (a), A CBE goal of at least twenty-five percent (25%) shall not be required if, at any time, the Board approves a different goal or approves that no CBE goal shall be set, based upon a written OESBD determination provided to the Board that establishes there are other documented compelling reasons to assign a lower CBE goal to a particular County contract. The using agency requires that the prime contractor of this contract perform the Service and Routine Maintenance Services unless agreed to by Broward County. Therefore, the subcontractable areas of the scope of services do not allow for a 25% CBE goal.

If you have any concerns regarding available subcontracting opportunities, please contact our office at (954) 357-6400.

cc: Donna-Ann Knapp, Small Business Development Manager, OESBD
Darnell Kimbrow, Small Business Development Specialist, OESBD

METHODOLOGICAL STATEMENT
County Business Enterprise (CBE) Program

PROJECT TITLE: Continuing Architectural and Engineering Services for Work of a Specified Nature

ESTABLISHED GOAL: The Broward County Business Opportunity Act, as amended, established a minimum 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 County Business Patterns of the U.S. Census Bureau for Broward County firms relative to NAICS codes were used for this analysis.

Continuing Architectural and Engineering Services for Work of a Specified Nature

NAICS	Description	Scope %	Certified CBE Firms	CBP 2019	Availability	Weighted Used
541310	Architectural Site Studies, Programming	51%	17	141	12%	6.15%
541330	Mechanical Electrical	31%	189	510	37%	11.49%
	Total	82%				17.64%

Weighted Availability: 17.64%

CBE Goal: 10%

ADJUSTMENT: The weighted availability based on the entire project scope provides for a 17.64% goal. However, per the Using Agency Project Manager this project includes services that must be provided by the prime contractor. This goal has been adjusted to 10% based on the review of subcontracting opportunities reported by the project manager and availability of certified CBEs. The consultants on this contract will be commissioned on an as-needed basis. The previous contract, R2111778P1-2, has an OESBD CBE goal recommendation of 15% based on availability of A&E Services. The contract is currently not meeting the goal with a CBE attainment of 4.916%.

On June 27, 2019 OESBD requested a Plan of Action (POA) from Synalovski Romanik Saye, LLC (vendor) for the CBE goal shortage. The vendor indicated that their goal deficit was attributed to the assigned tasks for CBE subconsultants being significantly less than the originally scheduled amounts.

On April 23rd, 2021, OESBD held a meeting with the user agency for this contract, the Construction Management Division (CMD), to discuss the administration of the contract and the approach to maximize CBE attainment for the remainder of the agreement term. CMD indicated that services for this contract were

requested on an as-needed basis and CBE utilization cannot be determined until the service is required to complete the task requested by the user agency. OESBD requested that the contract administrator report the contract activity on a monthly basis to include newly requested work scopes to determine if there are potential opportunities for CBE participation. Payments were verified through the independent payment verification process. OESBD will continue to monitor the project for CBE goal compliance.

Additionally, the Using Agency Project Manager confirmed via phone call and email that a 10% CBE goal should be achievable on the subcontracting scope. CBE requirements are based on the scope of work as presented by CMD.