



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: May 23, 2022

TO: Pat Quinn, Environmental Program Supervisor
Natural Resources Division, Resilient Environment Department

THRU: Maribel Feliciano, Assistant Director MARIBEL FELICIANO
Office of Economic and Small Business Development
Digitally signed by MARIBEL FELICIANO
Date: 2022.05.23 11:04:29 -04'00'

FROM: Donna-Ann Knapp, Small Business Development Manager Knapp
Office of Economic and Small Business Development
Donna-Ann Knapp
Digitally signed by Donna-Ann Knapp
Date: 2022.05.23 11:02:11 -04'00'

SUBJECT: Affirmative Action Steps for Minority Firms, Women's Business Enterprises and Labor Surplus Area Firms for RLI No. 040897RB-Segment II Shore Protection Project

This memorandum supersedes the previous memorandum dated November 24, 2015.

This project will be funded, in part, by the U.S. Army Corp of Engineers (US ACE). The funding agreement references Title 32 CFR Part 33, which governs the requirements of their grants, Section 33.36(c)(2) states: 'Grantees and subgrantees will conduct procurements in a manner that prohibits the use of statutorily or administratively imposed in-State or local geographical preferences in the evaluation of bids or proposals'; therefore, the Office of Economic and Small Business Development (OESBD) is unable to establish County Business Enterprise (CBE) participation goals on this agreement.

This contract is not subject to the Broward County Apprenticeship Program.

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

Title 32 CFR Part 33 does require grantee and subgrantee to take all necessary affirmative steps to assure that minority firms, women's business enterprises, and labor surplus area firms are used when possible. Section 33.36 (c) (3) requires the awarded contractor to take the following necessary affirmative steps:

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- (i) Placing qualified small and minority businesses and women's business enterprises on solicitation lists;
- (ii) Assuring that small and minority businesses, and women's business enterprises are solicited whenever they are potential sources
- (iii) Dividing total requirements, when economically feasible, into smaller tasks or quantities to permit maximum participation by small and minority business, and women's business enterprises;
- (iv) Establishing delivery schedules, where the requirement permits, which encourage participation by small and minority business, and women's business enterprises;
- (v) Using the services and assistance of the U.S. Small Business Administration, and the Minority Business Development Agency of the U.S. Department of Commerce.

The awarded contractor will be required to submit documentation of the affirmative steps taken to include the participation of small and minority businesses, women's business enterprises and labor surplus area firms.

cc: Sandy-Michael McDonald, Director, OESBD
James Vose, Jr., Small Business Development Specialist, OESBD