



**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:** September 21, 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 Consultant Services for Reports and Studies

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

**CBE Goal: 14%**

**NAICS Codes:** 541310, 541330, 541620, 541350, 541990

**Scope of Services:** General Contractor/Mechanical Contractor, Estimating, Structural, Civil, Architectural, Electrical Contractor

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).  
This contract is not subject to the Broward County Construction Apprenticeship Program (CAP).**

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 Kimbrew, Small Business Development, Specialist, OESBD

**METHODOLOGICAL STATEMENT**  
**County Business Enterprise (CBE) Program**

**PROJECT TITLE:** Consultant Services for Reports and Studies

**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.

**Consultant Services for Reports and Studies**

<b>NAICS</b>	<b>Description</b>	<b>Scope %</b>	<b>Certified CBE Firms</b>	<b>CBP 2020</b>	<b>Availability</b>	<b>Weighted Used</b>
541310	Architectural Svc	72.00%	11	140	7.86%	5.66%
541620	Environmental	4.00%	4	73	5.48%	0.22%
541350	Building Inspection	4.00%	9	17	37.50%	1.50%
541330	MEP Engineering	6.00%	12	537	2.23%	0.13%
541330	Mechanical Engineering Electrical Svc	10.00%	12	537	2.23%	0.22%
541990	Cost Estimating	4.00%	11	354	3.11%	0.22%
	<b>Total</b>	<b>100%</b>				<b>7.85 %</b>

**Weighted Availability: 7.85%**

**CBE Goal: 14%**

**ADJUSTMENT:** The weighted availability based on the entire project scope provides for a 7.85% goal. However, per the Using Agency Project Manager this project includes services that must be provided by the prime contractor (86%). This goal has been adjusted to 14% based on the review of subcontracting opportunities reported by the project manager and availability of certified CBEs. Only minor work in the amount of 14% can be subcontracted which include: electrical.

A survey was conducted by OESBD to forty (40) different firms and of those firms 9 firms in 6 different NAICS codes responded in the affirmative.

Additionally, the Using Agency Construction Project Management confirmed via email that a 14% CBE goal should be achievable on the subcontracting scope. CBE requirements are based on the scope of work as presented by the WWS.