


**OFFICE OF ECONOMIC AND SMALL BUSINESS DEVELOPMENT**
**Governmental Center Annex**

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

**MEMORANDUM**

**DATE:** April 29, 2025  
**TO:** Nancy Olesen, Purchasing Assistant Manager  
 Broward County Purchasing Division  
**THRU:** Sandy-Michael McDonald, Director  
 Office of Economic and Small Business Development  
**FROM:** Donna-Ann Knapp, Assistant Director  
 Office of Economic and Small Business Development  
**SUBJECT:** Bid No. PNC2129310B1 – Storage Tanks Installation, Maintenance, Repair  
 Services and Associated Plant Processes  
 County Business Enterprise (CBE) Compliance Evaluation

 SANDY-MICHAEL  
MCDONALD

 Digitally signed by SANDY-MICHAEL MCDONALD  
 Date: 2025.04.29 17:07:32 -04'00'

 DONNA-ANN  
KNAPP

 Digitally signed by DONNA-ANN KNAPP  
 Date: 2025.04.29 12:07:07 -04'00'

The Office of Economic and Small Business Development (OESBD) conducted a review of the sole respondent's compliance with the CBE Program requirements for the above referenced solicitation. An overview is provided as follows:

**CBE Goal for this project: 15%**

**Met the CBE Requirements:**
**Firms**
**Category   Percentage**

**RF Environmental Services, Inc. (Prime)**

**CBE      50.00%**

Contractor's Bid Amount: \$1,304,880.00

CBE Participation Commitment: 50%

**CBE Compliance Comments:**

RF Environmental Services, Inc., a CBE-certified firm, did not submit Letters of Intent (LOIs) with its initial bid response. The prime vendor was given three (3) business days to submit LOIs that meet the established goal or to provide documentation of its good faith efforts to meet the CBE goal. RF Environmental Services, Inc. provided an LOI, which meets the established 15% CBE goal, within the stipulated time frame and is deemed compliant with the CBE Program requirements of the solicitation.

cc: Maribel Feliciano, Assistant Director, OESBD  
 Darnell Kimbrow, Small Business Development Specialist, OESBD

Broward County Board of County Commissioners

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