



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: October 9, 2024

TO: Thomas Steinkamp, Senior Program Project Coordinator
County Administration, Medical Examiner Trauma Services Division

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

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MICHAEL
MCDONALD

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

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SUBJECT: No County Business Enterprise (CBE) Goal for Removal and Transportation of Deceased Persons Services

The Administration Department of the Broward County's Medical Examiner Trauma Services Division is seeking a qualified vendor to provide removal of deceased persons and possess a refrigeration facility to conduct such service throughout its region. A survey of the Small Business Certified firm directory did not reveal any County Business Enterprise (CBE) vendors that can provide the requested services. Therefore, consistent with the Broward County Business Opportunity Act, as amended, Sec. 1-81.3 (1) (a), if there are fewer than two (2) certified CBEs available to participate in a specific project; no CBE goal will be applicable.

Additionally, in accordance with Sec. 1-81.10 (a) (1) of the Broward County Business Opportunity Act, as amended, if a responsive, responsible bid is received from a certified CBE firm that is within ten percent (10%) of the lowest responsive, responsible, bid received from a nonCBE or nonSBE firm, the CBE or SBE (as applicable) shall be offered the opportunity to match the lowest responsive, responsible bid. If the CBE or SBE firm (as applicable) matches the lowest responsive, responsible bid, the CBE or SBE firm shall be deemed the lowest responsive, responsible bidder. For Request for Proposals (RFPs), in accordance with Sec. 1-81.10 (a) (2) of the Broward County Business Opportunity Act as amended, if upon completion of final rankings by the Evaluation Committee, a non-CBE, nonSBE proposer is the highest-ranked proposer, and a responsive, responsible CBE or SBE proposer receives a score that is within five percent (5%) of the score obtained by the nonCBE, nonSBE proposer, the highest-ranked responsive, responsible CBE or SBE proposer shall be considered the highest-ranked proposer and shall have the opportunity to proceed to negotiations with the County for award of the contract. In the event the vendor elects to use subcontractors,

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the county encourages the vendor to give full consideration to use CBE firms to perform work under the contract.

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. 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
Daniel Louisdor, Small Business Development Specialist, OESBD