



**OFFICE OF MANAGEMENT AND BUDGET**

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**MEMORANDUM**

October 6, 2020

**TO:** Board of County Commissioners

**FROM:** Norman Foster, Director *N.F.*  
Office of Management and Budget

**SUBJECT:** Fiscal Impact Statement Re: Subject: Proposed Ordinance Amending Section 1-81.2 of the Broward County Code of Ordinances, Relating to CBE and SBE Eligibility Requirements Under the Broward County Business Opportunity Act of 2012

**Summary**

The proposal amends Section 1-81.2 of the Broward County Code of Ordinances, Relating to CBE and SBE Eligibility Requirements Under the Broward County Business Opportunity Act of 2012. The ordinance excludes all pass-through amounts paid by the CBE or SBE to a nonaffiliated subcontractor, nonaffiliated subconsultant, or other nonaffiliated entity pursuant to a subcontract resulting from an agreement between the entity and the County, when calculating the revenue requirement when certifying said entity as a CBE or SBE.

**Fiscal Impact**

There are currently 713 certified firms that get reviewed annually as part of the certifying process and on average approximately 300 new firms apply for certification. The Office of Economic and Small Business Development (OESBD) estimates that reviewing additional documentation to comply with this ordinance's requirements will take at least one hour per review. An hour of work for a Small Business Development Specialist position at the base of the salary range costs the county approximately \$37 an hour in salary and benefits.

Costs to implement these measures are estimated to be salary and benefits for  
one hour of Small Business Development Specialist work (\$37)  
times 1,017 hours of work.

Accordingly, total costs are estimated at approximately \$37,500 recurring annual for an additional part time employee. The additional time needed for the certification process is a preliminary estimate from OESBD. Future analysis will be need as the ordinance is implemented to determine if additional staff resources are needed.

NF:jm